Although this academic year might be different, Western University is committed to a thriving campus. We encourage you to check out the Digital Student Experience website to manage your academics and well-being. Additionally, the following link provides available resources to support students on and off campus: https://www.uwo.ca/health/.

1. Technical Requirements:

- Stable internet connection
- Laptop or computer
- Working microphone
- Working webcam (suggested)

2. Important Dates:

<table>
<thead>
<tr>
<th>Classes Begin</th>
<th>Classes End</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday, September 8, 2022</td>
<td>Thursday, December 8, 2022</td>
</tr>
</tbody>
</table>

* November 12, 2022: Last day to drop a first-term half course without academic penalty

<table>
<thead>
<tr>
<th>Reading Week</th>
<th>Study day(s)</th>
<th>Exam Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 31–November 6</td>
<td>December 9</td>
<td>December 10–22</td>
</tr>
</tbody>
</table>

3. Contact Information

<table>
<thead>
<tr>
<th>Course Coordinator</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Frank Beier</td>
<td><a href="mailto:fbeier@uwo.ca">fbeier@uwo.ca</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Teaching Assistant(s)</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeff Hutchinson</td>
<td><a href="mailto:jhutch48@uwo.ca">jhutch48@uwo.ca</a></td>
</tr>
<tr>
<td>Sevanthi Ravichandran</td>
<td><a href="mailto:sravic3@uwo.ca">sravic3@uwo.ca</a></td>
</tr>
</tbody>
</table>
4. Course Description and Design

**Delivery Mode:** in-person

A course dealing with the role of the pituitary as a key endocrine organ in mammals. Includes discussion of associated pathologies, pharmacological manipulation and key endocrine pathways regulated by the pituitary.

**Prerequisite(s):** Pharmacology 3620, Physiology 3120 or permission of the Department.

### Timetabled Sessions

<table>
<thead>
<tr>
<th>Component</th>
<th>Date(s)</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures</td>
<td>Thursday</td>
<td>12:30 – 2:30 pm</td>
</tr>
</tbody>
</table>

☑️ Asynchronous pre-work must be completed prior to lectures (refer to 6.)
☑️ Attendance at lectures is required
☑️ Missed work should be completed within 24 hours
☑️ A recording of the lecture may be provided, however, is not guaranteed
☑️ Closed captioning will be provided on audio or video recordings, if requested

All course material will be posted to OWL: [http://owl.uwo.ca](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](http://owl.uwo.ca). Alternatively, they can contact the [Western Technology Services Helpdesk](http://owl.uwo.ca). 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](http://owl.uwo.ca).

5. **Learning Outcomes**

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

- Understand the development and role of the pituitary
- Understand key pathologies associated with pituitary function
- Understand pharmacological manipulation of pituitary function
- Understand the main hormonal pathways and circuits regulated by the pituitary
- Critically analyze and present primary literature articles
- Summarize the current state of knowledge in a succinct sub-area of endocrinology
6. Course Content and Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Dates</th>
<th>Topic</th>
<th>Instructor</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Sept 8</td>
<td>Introduction</td>
<td>Beier</td>
</tr>
<tr>
<td>2</td>
<td>Sept 15</td>
<td>Overview of the Pituitary</td>
<td>Beier</td>
</tr>
<tr>
<td>3</td>
<td>Sept 22</td>
<td>The Somatotropic System</td>
<td>Beier</td>
</tr>
<tr>
<td>4</td>
<td>Sept 29</td>
<td>The Adrenocorticotropic System; QUIZ 1</td>
<td>Beier</td>
</tr>
<tr>
<td>5</td>
<td>Oct 6</td>
<td>The Thyrotropic System</td>
<td>Beier</td>
</tr>
<tr>
<td>6</td>
<td>Oct 13</td>
<td>Student presentations; QUIZ 2</td>
<td>Beier</td>
</tr>
<tr>
<td>7</td>
<td>Oct 20</td>
<td>Student presentations</td>
<td>Beier</td>
</tr>
<tr>
<td>8</td>
<td>Oct 27</td>
<td>Student presentations</td>
<td>Beier</td>
</tr>
<tr>
<td>9</td>
<td>Oct 31– Nov 6</td>
<td>Reading Week – No Class</td>
<td>N/A</td>
</tr>
<tr>
<td>10</td>
<td>Nov 10</td>
<td>Lactotrophic and Gonadotropic Systems</td>
<td>Beier</td>
</tr>
<tr>
<td>11</td>
<td>Nov 17</td>
<td>Diseases of the Pituitary</td>
<td>Beier</td>
</tr>
<tr>
<td>12</td>
<td>Nov 24</td>
<td>Student presentations; QUIZ 3</td>
<td>Beier</td>
</tr>
<tr>
<td>13</td>
<td>Dec 1</td>
<td>Student presentations</td>
<td>Beier</td>
</tr>
<tr>
<td>14</td>
<td>Dec 8</td>
<td>Student presentations</td>
<td>Beier</td>
</tr>
</tbody>
</table>

*Case study material* will be provided approximately one week prior to this lecture at the OWL site. Students are expected to review the information and related questions to be able to discuss these cases during lecture time.

7. Participation and Engagement

- Students are expected to participate and engage with content as much as possible
- Students are encouraged to participate in discussions during lectures
- Students can also participate by interacting in the OWL forum with their peers and instructors

8. Evaluation

Below is the evaluation breakdown for the course. Any deviations will be communicated.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Format</th>
<th>Weighting</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>3 Quizzes</td>
<td>In class short quizzes</td>
<td>5 % each</td>
<td>Sept. 29, Oct 13, Nov 24</td>
</tr>
<tr>
<td>1 in class presentation</td>
<td>Review of assigned journal articles</td>
<td>15 %</td>
<td>various</td>
</tr>
<tr>
<td>1 written report</td>
<td>Evaluation of assigned journal article</td>
<td>20%</td>
<td>Nov. 10</td>
</tr>
<tr>
<td>1 mini review article</td>
<td>Minireview on assigned topic</td>
<td>40 %</td>
<td>Dec. 10</td>
</tr>
<tr>
<td>Participation</td>
<td>Participation in discussions</td>
<td>10 %</td>
<td>continuous</td>
</tr>
</tbody>
</table>

- All assignments are due at 2:30 pm EST unless otherwise specified
- Written assignments will be submitted to Turnitin (statement in policies below)
Students will have unlimited submissions to Turnitin
Rubrics will be used to evaluate assessments and will be posted with the instructions
Students are responsible for ensuring that the correct file version is uploaded; incorrect
submissions including corrupt files could be subject to late penalties (see below) or a 0
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 assignments, or midterms must be received within 3 weeks of
the grade being posted

Quizzes
Three short quizzes will be held in class on the listed dates, consisting of fill-in-the-blank and
short answer questions.

Presentations
Students will give one presentation on assigned primary literature. Presentations will be 15
minutes plus questions.

Written Report
Students will provide a written report on an assigned primary literature article, including providing
wider context, summarizing key findings, and productive criticism of the article.

Mini Review Article
Students will prepare a mini review article (10 pages) on a topic related to the course content.

Participation
Students will be marked based on their participation in class discussions, in particular on student
presentations.

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.

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

Information about late or missed evaluations:

- Late assessments without academic accommodation will be subject to a late penalty
  10%/day
- There will be no makeup quizzes. A missed quiz weighting will automatically be
  reweighed to the minireview article
- Late assessments with academic accommodation should be submitted within 24 hours
  of the end of the accommodation
An assessment cannot be submitted after it has been returned to the class
The minireview article must receive a passing grade, to pass the course

**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.

**SPC (Special examination):** If a student has been approved by the Academic Counselling Office to write a Special Examination and the final exam is the only outstanding course component, an SPC will be assigned. If the class has a makeup exam, the student is expected to write the makeup exam. If the class doesn't have a makeup exam or the student misses the makeup exam for reasons approved by the Academic Counselling Office, the student will write the exam the next time the course is offered. Outstanding SPCs will reduce the course load for the term the exam is deferred as outlined in Types of Examinations policy.

**9. Communication:**
- Students should check the OWL site every 24 – 48 hours
- Students should email their instructor (Dr. Beier) and teaching assistant(s) using OWL messages
- Emails will be monitored daily; students will receive a response in 24 – 48 hours
- This course will use the OWL forum for discussions
- Students should post all course-related queries on the discussion forum so that everyone can access the questions and responses

**10. Office Hours:**
- Office hours will be booked as needed, and will be held remotely using Zoom
- Office hours will be individual

**11. Resources**
- All resources will be posted in OWL

**12. Professionalism & Privacy:**
Western students are expected to follow the Student Code of Conduct. Additionally, the following expectations and professional conduct apply to this course:
- All course materials created by the instructor(s) are copyrighted and cannot be sold/shared
- Recordings are not permitted (audio or video) without explicit permission
- Permitted recordings are not to be distributed
- Students will be expected to take an academic integrity pledge before some assessments

Western is committed to providing a learning and working environment that is free of harassment or discrimination. All students, staff, and faculty have a role in this commitment and have
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 No Discrimination/Harassment Policy – Administrative Procedures (M.A.P.P. 1.35). Any student, staff, or faculty member who experiences or witnesses’ behaviour that may entail 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).

13. 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. Follow weekly checklists created on OWL or create your own to help you stay on track.
4. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. 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 an online 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.

14. Western Academic Policies and 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
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.

Accommodation for Religious Holidays

The policy on Accommodation for Religious Holidays can be viewed here.

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 and 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.
15. BMSUE Academic Policies and Statements

Cell Phone and Electronic Device Policy (for in-person tests and exams)

The Schulich School of Medicine & Dentistry is committed to ensuring that testing and evaluation are undertaken fairly across all our departments and programs. For all tests and exams, it is the policy of the School that any electronic devices, i.e., cell phones, tablets, cameras, or iPod are strictly prohibited. These devices MUST be left either at home or with the student’s bag/jacket at the front of the room and MUST NOT be at the test/exam desk or in the individual’s pocket. Any student found with one of these prohibited devices will receive a grade of zero on the test or exam. Non-programmable calculators are only allowed when indicated by the instructor. The program is not responsible for stolen/lost or broken devices.

Copyright 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. You must always ask permission to record another individual and you should never share or distribute recordings.

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.

16. 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


To connect with a case manager or set up an appointment, please contact support@uwo.ca.

Academic Counselling (Science and Basic Medical Sciences)

Appeal Procedures

Registrarial Services

Student Development Services

Student Health Services