

**THE UNIVERSITY OF WESTERN ONTARIO**  
**Faculty of Arts and Social Science, Huron University College**

**ENVIRONMENTAL SCIENCE 1021F [550]:**  
**Environmental Science and Sustainability**  
**Fall 2019/2020**

## **1.0 BASIC COURSE INFORMATION**

<b>Instructor:</b>	Dr. Gabor Sass Office: W15 E-mail: gabor.sass@uwo.ca
<b>Office Hours:</b>	Wednesday 5:00-6:00pm
<b>Lectures:</b>	Wednesday 6:30 pm-9:30 pm (Location W116)

## **2.0 COURSE DESCRIPTION**

**Course Calendar:** *EnvirSci 1021F – Environmental Science & Sustainability – An overview of the science underlying key environmental issues (e.g. climate change, loss of biodiversity and ecosystem function, air and water pollution, and resource use) and how each issue impacts environmental sustainability from the local to global scale. Extra Information: 3 lecture/tutorial hours. Prerequisite(s): none. Priority will be given to students in their first year at Western.*

We live on a full planet. Humanity has now expanded across the globe and has an ecological footprint much bigger than what the planet can sustainably bear. The first signs of problems appeared in the middle of the 20th century and have precipitated a movement to implement action from the local to the global level, in order to reverse the environmental degradation. Critically informing this environmental movement has been a new science of the environment that has sought systematically researched answers to some of the most urgent and vexing problems ecosystems are facing around the globe.

EnvirSci 1021 will give you an introductory glance at this burgeoning and highly interdisciplinary science and how it has helped us to understand and as well to restore the health of ecosystems. After laying some of the historical foundations of this science, we will investigate how ecosystems work and how they change through time. We will then go around the world to look at examples of different types of environmental problems and how the different branches of environmental science have been used to dissect and in some cases to solve these problems. Finally, we will consider urban environments where most of humanity now lives, and consider how we can create cities that function like sustainable ecosystems.

Students will be challenged every week with in-class problems as well as a long term project to analyse and synthesize environmental knowledge. Basic ecological understanding and critical thinking will be emphasized in all class activities and assessments. This class will get you excited, and provide you some tools with which to solve the world's 21st century problems in your home, in your community and in the larger world around you.

## **3.0 COURSE LEARNING OBJECTIVES**

- Examine and understand the connection between human actions and their environmental consequences
- Cultivate systems thinking recognizing that environmental issues are multi-faceted and multi-scaled

- Survey earth's different biomes and contrast current challenges and sustainable options for future development
- Develop ecological literacy in the context of local and global environmental problems
- Sharpen critical thinking skills as applied to solving real world problems
- Gather, organize, analyse and synthesize information about a critical environmental issue and create a professional report
- Use the skills developed in this class to make informed and well-thought-out life choices regarding environmental issues

#### 4.0 DESCRIPTION OF CLASS METHODS

The three-hour lecture time will be broken into three sections by two short breaks. The first two hours will be spent on covering the topics of the course using a combination of traditional lecture-style and active learning approaches. The last hour will be spent on honing research and writing skills needed to complete the research project.

Participation is a fundamental part of the learning environment. You will need to be present at all lectures as well as be ready to participate actively in the communal learning. Please read or watch the relevant class material ahead of time and prepare questions or comments. An individual participation grade will be awarded based on your attendance and participation during class activities. I will be using the *iclicker* software (free to Western students) to take attendance and record your answers to questions.

Please turn off all technological devices that are not used for class purposes. If using technology to interact with peers (e.g. OWL-FORUMS) please treat everyone with respect in-class and on-line. Derogatory and offensive language is not acceptable and will not be tolerated. You will need to download the app for *iclicker* (<https://www.iclicker.com/>) in order for attendance to be taken and to answer clicker questions posed during class time. Lecture slides will not contain all of the details discussed in class. It will be the responsibility of each student to take good notes from our in-class discussions as well as the textbook.

#### 5.0 TEXTBOOKS AND OTHER REQUIRED RESOURCES

##### Required Text:

Branfireun, M. et al. 2014. **Environmental Science for a Changing World** (Canadian Edition), W.H. Freeman and Company, New York [GE140.B73 2014 Huron Reserve]

##### Recommended Texts:

Carson, R. 1962. **Silent Spring**. Houghton Mifflin, New York [SB959.C3 WEL]

Dearden, P. and B. Mitchell. 2016. **Environmental Change & Challenge** (5<sup>th</sup> edition). Oxford University Press, Toronto. [GF511.D42 2016 TAY]

Withgott, J., M. Laposata, B. Murck. 2017. **Environment: The Science behind the Stories** (Canadian edition), Pearson Canada, Toronto. [GE105.W58 2016 TAY]

##### Course website:

Please access course content through OWL: <https://owl.uwo.ca/portal>. We will make this course as paperless as possible so please follow the lesson plans and announcements on OWL on a regular basis (twice weekly). Lecture notes and other additional material will be placed on OWL in a timely fashion, available for downloading. You are encouraged to communicate with your peers through FORUMS and with your instructor via email or OWL messaging.

## 6.0 METHOD OF EVALUATION/ASSESSMENT

- Attendance/Participation - 10%
- Weekly quizzes - 10%
  - 10 on-line quizzes
- Term project - 30%
  - Part 1 due by October 23<sup>rd</sup> at 6:30pm (10%)
  - Part 2 due by December 4<sup>th</sup> at 6:30pm (20%)
- Midterm Exam - 20%
  - (2 hours, Wednesday October 16<sup>th</sup>, 6:30-8:30pm)
- Final Exam - 30%
  - (3 hours, Time and place TBA)

### I. Attendance/participation [10%]

Participation is a fundamental part of the learning environment. You will need to be present at all lectures as well as be ready to participate actively in the communal learning. Please read or watch the relevant class material ahead of time and prepare questions or comments. An individual participation grade will be awarded based on your attendance and participation during class activities. I will be using the *iclicker* software (free to Western students) to take attendance and record your answers to questions.

### II. Weekly quizzes [10%]

In order to help you prepare for each lecture, you will have to write a short quiz (using OWL) of a few questions before each class. The questions will be structured to test your basic comprehension of the material. If you have done your reading you can expect to receive full marks. Some of the questions from the quizzes may make it onto the final exam. For each class, readings will be announced well in advance and you will have 24 hrs prior to class to answer the questions.

### III. Term project [30%]

This is an essay course with a significant writing component in which both the content and the quality of your writing will be assessed. You will work in teams of 3 to create a scientific journal (like *Frontiers in Ecology and the Environment*) with an editorial and as many articles as the number of people on the team on the theme of one major environmental issue. For example, the theme could be ocean acidification where one of you could write about the impact of lower pH on corals, someone else on the effects on free floating lifeforms like diatoms and another person on the effects on the wider food chain including humans. **The title page, table of contents and editorial will be a team effort whereas the articles will be written individually by each student.** I will provide you guidance regarding your writing assignment and help you to find writing assistance if need be. The science journal should have (a) a cover page that reflects the theme and identifies the sub-themes; (b) a table of contents [TOC] page, (c) 2-page editorial written by the whole team, and (d) individually written articles on the three sub-themes. The editorial should set the context and overall relevance of the theme and briefly summarize the articles and how they fit together. You are encouraged to discuss your ideas with your instructor.

Finding a team: You will have time in September to form your teams of 3 people. Try to find people who share your interest and passion for a topic and then brainstorm to find 4 distinct sub-topics. To assist in finding a team, you can post your interest on OWL forums.

Part 1 - Annotated bibliography and article outline (individual submission): To keep you on track with your research, you will have to submit a ½ page outline of your article (what you are planning to write about including title and research question) and an annotated bibliography through OWL-Assignments by October 23<sup>rd</sup>. Annotated bibliographies are short summaries (5-8 sentences) of the reference works you are using to base your article on. They should also include 1-2 sentences on how that particular reference was useful to develop your arguments in your own paper. You are expected to include at least 7 references which should include both peer reviewed scientific articles as well as book chapters and perhaps government reports. This part of the term project should be 3-4 pages (one annotation for each of 7 sources) long and will count for 8% of your final mark.

Part 2 - Final submission: The due date for the term project is December 4<sup>th</sup> at 6:30pm. The team component of the term project will be worth 6% and your individual contribution will count for 16%. Please be as creative as you'd like in the final preparation of your mini-journal. The articles (written-individually) should have a short abstract (200 words in length) and be no more than 8 pages long (double-spaced) including references and figures. The articles can include graphs, tables, maps, or pictures, but they cannot add to the 8 page limit. Only include additional information if they strengthen a point you are making in the paper. There should be a minimum of 7 references including at least 4 scientific articles (from peer-reviewed journals). It is very important to give credit to what others have written or created. Please use in-text citations and use the Frontiers in Ecology and the Environment citation style at the end. Don't forget about the 2-page editorial, TOC and title page. Please make sure that the effort to create these is shared by all on the team. Only one submission (of the mini-journal) needs to be made by each team (through OWL-assignments). Turnitin will be used on all assignments to check for originality (ie, the entire assignment needs to be written in your own words).

Late assignments: With the exception of documented illness or family death (see below), late assignments will be penalized at the rate of 10% per day of lateness. Upon presentation of legitimate documentation, a student can hand in the assignment within 2 weeks without late penalty or the mark value for the assignment will be added to the mid-term and final examinations in an equitable manner.

#### **IV. Exams [50%]**

There will be one two-hour mid-term test (worth 20%) and a final examination (30%). The mid-term (2 hours) will be held on October 16<sup>th</sup> in class. The final examination (3 hours) will be scheduled by the Registrar during the December examination period. The examinations will include questions from material covered in lectures, assigned readings, in-class exercises and films. The final examination will include material from the entire term. The format of the examinations will be a combination of multiple choice, short and long answer type questions. No electronic devices (e.g. laptop computers, cell phones, etc.) will be allowed during an examination.

If you miss the mid-term exam under extreme circumstances, you must obtain permission from the Dean's office and provide sufficient documentation. When we receive the permission from the Dean's office, your final exam will account for 50%. If you miss the midterm with no good reason, you will receive a mark of 0%. Make-up exams will be given for the final exam only under extreme circumstances. If you consider that you have grounds to write the final exam on an alternate date, you must follow the procedure established by the Dean's Office and complete the appropriate forms. You must obtain permission from the Dean's office and provide sufficient documentation. In addition, you must inform the instructor at least 2 days in advance before the final exam. To prevent prior disclosure, the format and contents of make-ups may differ substantially from the scheduled test or examination.

## **6.5 SPECIAL INSTRUCTIONS**

### **What to do if you fall sick:**

Students seeking academic accommodation on medical grounds for any missed tests, exams, participation components and/or assignments worth 10% or more of their final grade must apply to the Academic Counselling office of their home Faculty and provide documentation. Academic accommodation cannot be granted by the instructor or department.

UWO Policy on Accommodation for Medical Illness:

[http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf)

Downloadable Student Medical Certificate (SMC):

[http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf)

### **Academic Offences:**

You are advised to read the academic calendar to familiarize yourself with the University's regulations and procedures concerning grades and penalties. Scholastic offences are taken seriously and you may read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following Web site:

[http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/scholastic\\_discipline\\_undergrad.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf)

Plagiarism is an academic offense and will be treated as such. Students who are in doubt as to the nature of this offence should consult their instructor, Department Chair, or Dean's Office, as well as the Huron University College Statement on Plagiarism, available at the Reference Desk in the Huron University College Library and at <https://huronuc.libguides.com/c.php?g=455405&p=4961561>. In addition, students may seek guidance from a variety of current style manuals available at the Reference Desk in the Huron University College Library. Information about these resources can be found at <https://huronuc.libguides.com/c.php?g=455405&p=4961561>

Plagiarism detection software may be used in this course. Students may be required to submit their work in electronic form.

### **Additional Information:**

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 Services for Students with Disabilities (SSD) at 661-2111 x 82147 (<http://www.sdc.uwo.ca/>) for any specific question regarding an accommodation.

If you or someone you know is experiencing distress, there are several resources here at Western to assist you. Please visit <http://www.uwo.ca/uwocom/mentalhealth/> for more information on these resources and on mental health.

Social conduct is governed by the Code of Student Conduct approved by the Board of Governors of the University. This Code can be viewed at: [http://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/code\\_of\\_conduct.pdf](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/code_of_conduct.pdf)

## 7.0 TENTATIVE SCHEDULE OF CLASSES, INCLUDING REQUIRED READINGS, TOPICS

Week	Lecture Dates	Lecture Topics	Read	Due dates
1	Sept 11	Intro to course; the Anthropocene	Ch 1, 4, 5	
2	Sept 18	Environmental science as a discipline	Ch 2, 3	Quiz
3	Sept 25	Ecological foundations: ecology of campus	Bolund 1999	Quiz; Form teams
4	Oct 2	Ecological foundations: structure and function of ecosystems	Ch 6 - 8	Quiz
5	Oct 9	Ecological foundations: change	Ch 9, 10	Quiz
6	Oct 16	<b>Mid-term</b>		Exam
7	Oct 23	Our ancestral home: forests and grasslands	Ch 11, 12	Quiz; Part 1 of term project
8	Oct 30	Blue planet: of lakes and oceans	Ch 13, 15	Quiz
9	Nov 6	<b>Reading week</b>		
10	Nov 13	Feeding humanity: agriculture and aquaculture	Ch 14, 18	Quiz
11	Nov 20	Metabolic waste of civilization	Ch 16, 17, 22	Quiz
12	Nov 27	Energy: the Achilles heel of industrial civilization	Ch 19, 24	Quiz;
13	Dec 4	Cities as sustainable ecosystems	Ch 26	Quiz Part 2 of term project

## **Appendix to Course Outlines: Academic Policies & Regulations 2019/2020**

### **Prerequisite and Antirequisite Information**

Students are responsible for ensuring that they have successfully completed all course prerequisites and that they have not completed any course antirequisites. Unless you have either the requisites for this course or written special permission from your Dean to enrol in it without them, you may be removed from this course and it will be deleted from your record. If you enrol in this course despite having already taken an antirequisite you may be removed from this course and it will be deleted from your record. Removals for these reasons may not be appealed. You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites or for having already taken the antirequisites.

### **Conduct of Students in Classes, Lectures, and Seminars**

Membership in the community of Huron University College and Western University implies acceptance by every student of the principle of respect for the rights, responsibilities, dignity and well-being of others and a readiness to support an environment conducive to the intellectual and personal growth of all who study, work and live within it. Upon registration, students assume the responsibilities that such registration entails. The academic and social privileges granted to each student are conditional upon the fulfillment of these responsibilities.

In the classroom, students are expected to behave in a manner that supports the learning environment of others. Students can avoid any unnecessary disruption of the class by arriving in sufficient time to be seated and ready for the start of the class, by remaining silent while the professor is speaking or another student has the floor, and by taking care of personal needs prior to the start of class. If a student is late, or knows that he/she will have to leave class early, be courteous: sit in an aisle seat and enter and leave quietly.

Please see the Code of Student Conduct at:

[www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf](http://www.huronuc.on.ca/sites/default/files/pdfs/Code%20of%20Student%20Conduct.pdf).

### **Technology**

It is not appropriate to use technology (such as, but not limited to, laptops, cell phones) in the classroom for non-classroom activities. Such activity is disruptive and is distracting to other students and to the instructor, and can inhibit learning. Students are expected to respect the classroom environment and to refrain from inappropriate use of technology and other electronic devices in class.

### **Attendance Regulations for Examinations**

A student is entitled to be examined in courses in which registration is maintained, subject to the following limitations:

- 1) A student may be debarred from writing the final examination for failure to maintain satisfactory academic standing throughout the year.
- 2) Any student who, in the opinion of the instructor, is absent too frequently from class or laboratory periods in any course will be reported to the Dean of the Faculty offering the course (after due warning has been given). On the recommendation of the Department concerned, and with the permission of the Dean of that Faculty, the student will be debarred from taking the regular examination in the course. The Dean of the Faculty offering the course will communicate that decision to the Dean of the Faculty of registration.

**Short Absences:** If you miss a class due to a minor illness or other problems, check your course outline for information regarding attendance requirements and make sure you are not missing a test or assignment. Cover any readings and arrange to borrow notes from a classmate. Contact the course instructor if you have any questions.

**Extended Absences:** If you have an extended absence, you should contact the course instructor and an Academic Advisor. Your course instructor and Academic Advisor can discuss ways for you to catch up on missed work and arrange academic accommodations, if appropriate and warranted.

It is important to note that the Academic Dean may refuse permission to write the final examination in a course if the student has failed to maintain satisfactory academic standing throughout the year or for too frequent absence from the class or laboratory.

Please see the policy on Attendance Regulations for Examinations here:  
[https://www.uwo.ca/univsec/pdf/academic\\_policies/exam/attendance.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/exam/attendance.pdf).

### **Class Cancellations**

In the event of a cancellation of class, every effort will be made to post all relevant information on the OWL class site at: <https://owl.uwo.ca/portal>, and on the Huron website at [www.huronuc.on.ca/about/accessibility](http://www.huronuc.on.ca/about/accessibility).

### **Academic Student Support Services**

For advice on course selections, degree requirements, and for assistance with requests for medical accommodation, students should email an Academic Advisor in Huron's Student Support Services at [huronsss@uwo.ca](mailto:huronsss@uwo.ca). An outline of the range of services offered is found on the Huron website at: [www.huronuc.ca/student-life-campus/student-services/academic-advising](http://www.huronuc.ca/student-life-campus/student-services/academic-advising).

Department Chairs and Program Directors and Coordinators are also able to answer questions about their individual programs. Their contact information can be found on the Huron website at: [www.huronuc.ca/student-life-campus/art-social-science](http://www.huronuc.ca/student-life-campus/art-social-science) and at [www.huronuc.ca/student-life-campus/management-and-organizational-studies](http://www.huronuc.ca/student-life-campus/management-and-organizational-studies).

### **Adding / Dropping Courses**

If you think that you are too far behind to catch up or that your work load is not manageable, you should consult your Academic Advisor. If you consider reducing your workload by dropping one or more courses, this must be done by the appropriate deadlines. Please refer to the Huron website,

[huronuc.ca/student-life-campus/student-services/academic-advising](http://www.huronuc.ca/student-life-campus/student-services/academic-advising) or review the list of official Sessional Dates on the Academic Calendar, available here:  
<http://www.westerncalendar.uwo.ca/SessionalDates.cfm>.

You should consult with the course instructor and the Academic Advisor who can help you consider alternatives to dropping one or more courses. Note that dropping a course may affect OSAP and/or Scholarship/Bursary eligibility.

### **Mental Health & Wellness Support at Huron and at Western**

Students who are stressed, emotionally distressed or in mental health crisis please refer to:  
[huronuc.ca/student-life-campus/student-services/health-wellness](http://www.huronuc.ca/student-life-campus/student-services/health-wellness) for a complete list of options about how to obtain help, or email [Huronwellness@huron.uwo.ca](mailto:Huronwellness@huron.uwo.ca) to access your wellness staff directly.

Additional supports for Health and Wellness may be found and accessed at Western through [www.uwo.ca/uwocom/mentalhealth/](http://www.uwo.ca/uwocom/mentalhealth/).

Huron is committed to providing a safe, welcoming campus for students, staff and faculty by providing confidential assistance to those who have personal safety concerns. Providing a safe and welcoming campus for students, staff and faculty is one of Huron's top priorities.

The Student Emergency Response Team (SERT) provides medical response to 9-1-1 calls on Main, Brescia and Huron campuses which operates 24 hours a day, 7 days a week during the academic year. SERT is dispatched through the campus community Police Service (CCPS) to any medical emergency on campus at (519) 661-3300. For more information about SERT please visit: [sert.uwo.ca/about-sert/about-sert/](http://sert.uwo.ca/about-sert/about-sert/).

### **Statement on Academic Integrity**

The International Centre for Academic Integrity defines academic integrity as "a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behaviour that enable academic communities to translate ideals to action." (CAI Fundamental Values Project, 1999).

A lack of academic integrity is indicated by such behaviours as the following:

- Cheating on tests;
- Fraudulent submissions online;
- Plagiarism in papers submitted (including failure to cite and piecing together unattributed sources);
- Unauthorized resubmission of course work to a different course;
- Helping someone else cheat;
- Unauthorized collaboration;
- Fabrication of results or sources;
- Purchasing work and representing it as one's own.

### **Academic Integrity: Importance and Impact**

Being at university means engaging with a variety of communities in the pursuit and sharing of knowledge and understanding in ways that are clear, respectful, efficient, and productive. University communities have established norms of academic integrity to ensure responsible, honest, and ethical

behavior in the academic work of the university, which is best done when sources of ideas are properly and fully acknowledged and when responsibility for ideas is fully and accurately represented.

In the academic sphere, unacknowledged use of another's work or ideas is not only an offence against the community of scholars and an obstacle to academic productivity. It may also be understood as fraud and may constitute an infringement of legal copyright.

A university is a place for fulfilling one's potential and challenging oneself, and this means rising to challenges rather than finding ways around them. The achievements in an individual's university studies can only be fairly evaluated quantitatively through true and honest representation of the actual learning done by the student. Equity in assessment for all students is ensured through fair representation of the efforts by each.

Acting with integrity at university constitutes a good set of practices for maintaining integrity in later life. Offences against academic integrity are therefore taken very seriously as part of the university's work in preparing students to serve, lead, and innovate in the world at large.

A university degree is a significant investment of an individual's, and the public's, time, energies, and resources in the future, and habits of academic integrity protect that investment by preserving the university's reputation and ensuring public confidence in higher education.

**Students found guilty of plagiarism will suffer consequences ranging from a grade reduction to failure in the course to expulsion from the university. In addition, a formal letter documenting the offence will be filed in the Dean's Office, and this record of the offence will be retained in the Dean's Office for the duration of the student's academic career at Huron University College.**

### **Statement on Academic Offences**

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, as per the Academic Calendar: [http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectedCalendar=Live&ArchiveID=#SubHeading\\_189](http://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=1&Command=showCategory&SelectedCalendar=Live&ArchiveID=#SubHeading_189) .

### **Turnitin.com**

All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for a detection of plagiarism. 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.

### **Computer-Marked Tests/exams**

Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

### **Clickers**

Personal Response Systems (“clickers”) may be used in some classes. If clickers are to be used in a class, it is the responsibility of the student to ensure that the device is activated and functional. Students must see their instructor if they have any concerns about whether the clicker is malfunctioning. Students must use only their own clicker. If clicker records are used to compute a portion of the course grade:

- the use of somebody else’s clicker in class constitutes a scholastic offence
- the possession of a clicker belonging to another student will be interpreted as an attempt to commit a scholastic offence.

### **Policy on “Special” Accommodation**

Students who require **special** accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at: <http://www.sdc.uwo.ca/ssd/index.html> .

### **Policy on “Academic” Accommodation - Medical / Non-Medical Grounds**

Students who require academic accommodation for tests and/or other course components must make the appropriate arrangements with the Student Development Centre (SDC). Further details concerning policies and procedures may be found at: <http://www.sdc.uwo.ca/ssd/index.html> .

- (a) **Medical Grounds for assignments worth 10% or more of final grade: Go directly to Huron Support Services/ Academic Advising, or email [huronsss@uwo.ca](mailto:huronsss@uwo.ca) .**

University Senate policy, which can be found at,

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/accommodation\\_medical.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/accommodation_medical.pdf) , requires that all student requests for accommodation on medical grounds for assignments worth 10% or more of the final grade be made directly to the academic advising office of the home faculty (for Huron students, the “home faculty” is Huron), with supporting documentation in the form (minimally) of the Senate-approved Student Medical Certificate found at:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/medicalform.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf) .

The documentation is submitted in confidence and will not be shown to instructors. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor’s decision is appealable to the Dean.

- (b) **Accommodation on Medical Grounds for assignments worth less than 10% of final grade: Consult Instructor Directly**

When seeking accommodation on medical grounds for assignments worth less than 10% of the final course grade, the student should contact the instructor directly. The student need only share broad outlines of the medical situation. The instructor **may** require the student to submit documentation to the academic

advisors, in which case she or he will advise the student and inform the academic advisors to expect documentation. The instructor may not collect medical documentation. The advisors will contact the instructor when the medical documentation is received, and will outline the severity and duration of the medical challenge as expressed on the Student Medical Certificate and in any other supporting documentation. The student will be informed that the instructor has been notified of the presence of medical documentation, and will be instructed to work as quickly as possible with the instructor on an agreement for accommodation.

The instructor will not normally deny accommodation where appropriate medical documentation is in place and where the duration it describes aligns with the due date(s) of assignment(s). Before denying a request for accommodation on medical grounds, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

**(c) Non-Medical Grounds: Consult your Instructor directly.**

Where the grounds for seeking accommodation are not medical, the student should contact the instructor directly. Late penalties may apply at the discretion of the instructor. Apart from the exception noted below, academic advisors will not be involved in the process of accommodation for non-medical reasons.

Where a student seeks accommodation on non-medical grounds where confidentiality is a concern, the student should approach an academic advisor with any documentation available. The advisors will contact the instructor after the student's request is received, and will outline the severity and duration of the challenge without breaching confidence. The student will be informed that the instructor has been notified that significant circumstances are affecting or have affected the student's ability to complete work, and the student will be instructed to work as quickly as possible with the instructor on an agreement for accommodation. Before denying a request for accommodation where documentation has been submitted to an academic advisor, the instructor will consult with the Dean. The instructor's decision is appealable to the Dean.

**Requests for Academic Consideration Using the Self-Reported Absence Form**

The full Policy on Academic Consideration for student Absences – Undergraduate Students in First Entry Programs is available at:

[https://www.uwo.ca/univsec/pdf/academic\\_policies/appeals/Academic\\_Consideration\\_for\\_absences.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Consideration_for_absences.pdf) .

Students who experience an unexpected illness or injury or an extenuating circumstance (48 hours or less) that is sufficiently severe to temporarily render them unable to meet academic requirements (e.g., attending lectures or labs, writing tests or midterm exams, completing and submitting assignments, participating in presentations) should self-declare using the online Self-Reported Absence portal. This option should be used in situations where the student expects to resume academic responsibilities within 48 hours or less.

The following conditions are in place for self-reporting of medical or extenuating circumstances:

- a.** students will be allowed **a maximum of two self-reported absences** between September and April and one self-reported absence between May and August;
- b.** any absences in excess of the number designated in clause a above, regardless of duration, will require students to present a **Student Medical Certificate (SMC)**, signed by a licensed medical or mental health practitioner, detailing the duration and severity of illness, or appropriate

documentation supporting extenuating circumstances to the Academic Counselling unit in their Faculty of registration no later than two business days after the date specified for resuming responsibilities. Please see section 4 below for more details.

**c.** The duration of the excused absence will be for a maximum of 48 hours from the time the Self-Reported Absence form is completed through the online portal, or from 8:30 am the following morning if the form is submitted after 4:30 pm;

**d.** The duration of the excused absence will terminate prior to the end of the 48 hour period should the student undertake significant academic responsibilities (write a test, submit a paper) during that time;

**e.** The duration of an excused absence will terminate at 8:30 am on the day following the last day of classes each semester regardless of how many days of absence have elapsed;

**f.** Self-reported absences will not be allowed for scheduled final examinations; for midterm examinations scheduled during the December examination period; or for final lab examinations scheduled during the final week of term;

**g.** Self-reporting **may not be used** for assessments (e.g. midterm exams, tests, reports, presentations, or essays) worth more than 30% of any given course.

**h.** students must be in touch with their instructors **no later than 24 hours after the end of the period covered by the Self-Reported Absence form**, to clarify how they will be expected to fulfil the academic expectations they may have missed during the absence.

### **Important Dates and Directory at Huron and Western**

For a current and up-to-date list of important dates and campus directories, please visit:

- **Huron – Important Dates:** <https://huronuc.ca/important-dates-and-deadlines>
- **Western – Academic Calendar & Sessional Dates:** <http://www.westerncalendar.uwo.ca/SessionalDates.cfm>
- **Huron Directory – Faculty, Staff and Administration:** <https://huronuc.ca/index.php/contact/contact-directory>
- **Western Directory – Faculty, Staff and Administration:** <https://www.uwo.ca/directory.html>