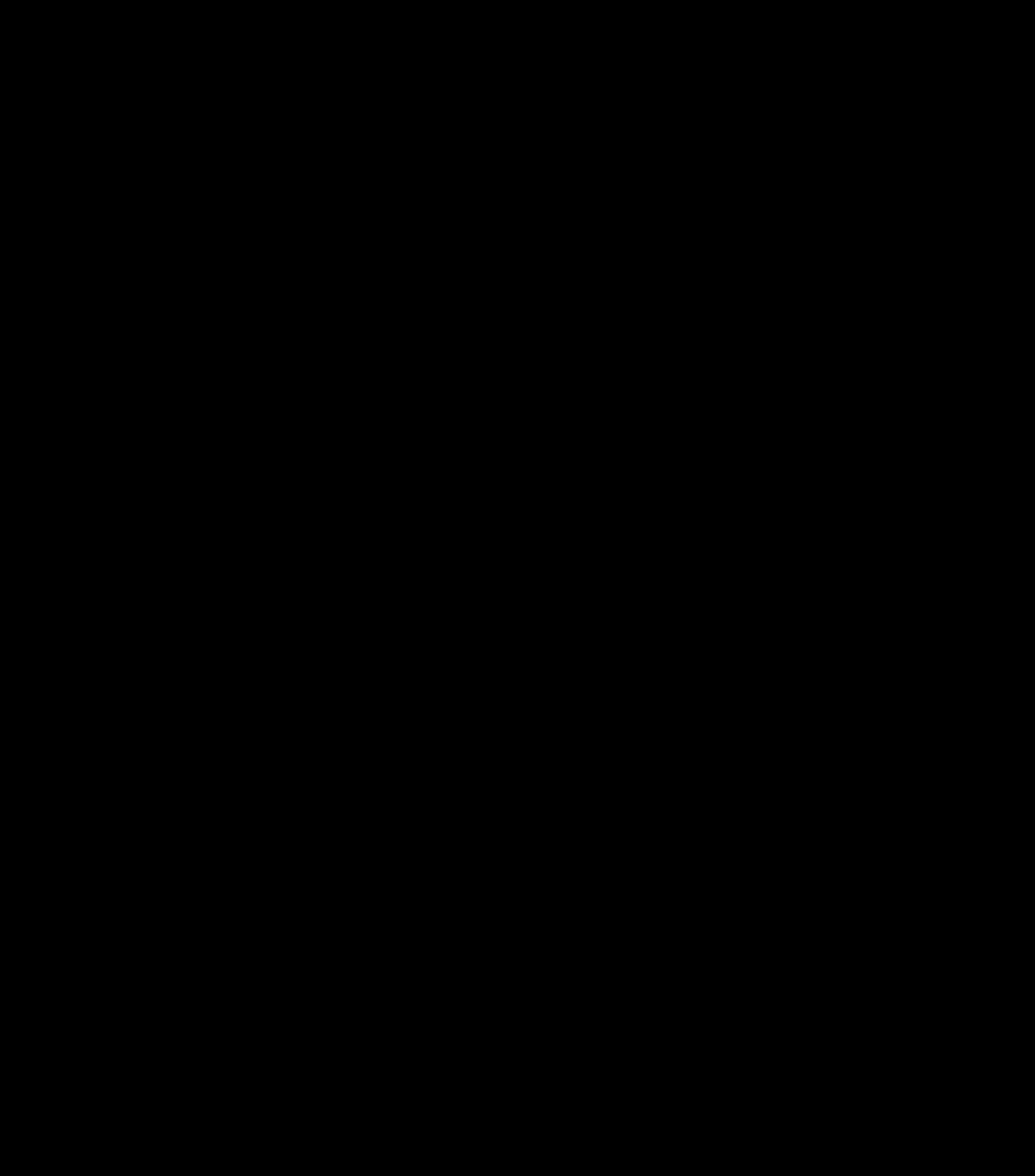


MICR 200A
Introductory Microbiology I
Fall 2018
CRN 12347

Class time/location: Mon, Thurs, 8:30 – 9:50, Engineering and Computer Sciences, ECS 123
Instructors

Laboratory: Laboratory manuals are available in the bookstore

Note: Laboratory classes start during the week of September 12th. Laboratory attendance is mandatory, and a passing mark in the laboratory portion is required in order to obtain credit for the course



Important dates and evaluation:

EVALUATION	Date
19% midterm exam 1	<i>in class</i> Thursday, September 27
19% midterm exam 2	<i>in class</i> Thursday, October 25
19% final exam	<i>2 hours, set by registrar</i>
40% laboratory	<i>based on laboratory components (reports, quizzes, laboratory exam etc.). See lab manual for grading details</i>
3% lecture participation (requires i>clicker)	<i>participation, 1%</i> <i><60% class participation, 0%</i> <i>* participation is measured by response to i>clicker questions in lecture</i>

Students are responsible for ensuring that they are properly registered in the course.
Students are expected to have met all pre/co-requisites for the course (see above).

Conversion of marks to final letter grades:

The total mark, calculated from the marks on all of the exams according to the weighting scheme above, will be converted to a percentage and then to a letter grade in the following way:

A⁺	90 - 100	B⁺	77 - 79	C⁺	65 - 69	F	< 50
A	85 - 89	B	73 - 76	C	60 - 64	N **	< 50
A⁻	80 - 84	B⁻	70 - 72	D	50 - 59		

**** N grades**

Students who have completed the following elements will be considered to have completed the course and will be assigned a final grade:

*****both midterms and the final exam must be completed in order to complete the course *****

Failure to complete one or more of these elements will result in a grade of “N” regardless of the cumulative percentage on other elements of the course. An N is a failing grade, and it factors into a student’s GPA as 0. The maximum percentage that can accompany an N on a student’s transcript is 49

DEPARTMENT INFORMATION AND POLICIES

1. The Department of Biochemistry and Microbiology upholds and enforces the University's policies on academic integrity. These policies are described in the current University Calendar. All students are advised to read this section.
2. Cell phones, computers, and other electronic devices must be turned off at all times unless being used for a purpose relevant to the class. Students having a cell phone, tablet, or computer on their person during an exam will be assumed to have it for the purpose of cheating.
3. Any recordings of lectures may only be performed with written permission of the instructor, and are for personal use only. The instructor retains copyright to such recordings and all lecture materials provided for the class (electronic and otherwise); these materials must not be shared or reposted on the Internet.
4. Course materials, such as notes, problem sheets, quizzes, examinations, example solutions or review sheets, may not be redistributed without the explicit written permission of the instructor.
5. Students are expected to be present for all mid-term and final exams. Instructors may grant deferrals for midterm exams due to family affliction, and students must provide appropriate documentation for a midterm exam. Midterm exam must be written on business days of the exam. The Department of Biology considers a violation of academic integrity to be taking a deferred examination to discuss the exam with classmates. Students who reveal the contents of an exam to students taking a deferred examination are considered in violation of the University of Victoria policy on academic integrity (see current University Calendar). Deferred midterm exam must be requested with an Academic Concession and submitted directly to Graduate Records. Deferred final exams for fall term will be arranged by the Department and final exams for spring term courses will be arranged through Undergraduate Records. Exams must be written before the end of the summer term as stipulated in the University Calendar.
6. Multiple choice scan sheets for machine scoring are considered the authentic exam answer paper and will be retained by the Department for 1 year.
7. Professors may refuse to review/remark exams not written in blue ink. In addition, requests for re-mark of a midterm exam must be made within one week of the exam being returned. Students are expected to promptly pick up their exams after marking has been completed. Exams may be removed from the class or from the instructor.
8. Examination papers that are removed, or otherwise tampered with, will not be marked.
9. I reserve the right to use any of the following platforms to assess the integrity of student work.