University of Manitoba

Faculty of Agricultural and Food Sciences
Department of Plant Science

Faculty of Sciences
Department of Biological Sciences
COURSE DETAILS

Course Title & Number:  Plant Physiology PLNT/BIOL 3400

Number of Credit Hours:  3

Class Times & Days of Week:  Class: 12:30 pm - 1:20 pm MWF, Lab: 2:30-5:30 MT

Location for classes/labs/tutorials:  Class Animal Science 219; Lab  Duff Roblin W232

Instructor Contact Information

Instructor(s) Name:  Dr. Stasolla and Dr. Renault

Preferred form of Address : name

Office Location:  Stasolla (Agriculture Bld. 225); Renault (Duff Roblin, W479)

Office hours availability:  please arrange a meeting via e-mail

Office phone number:  Stasolla (474-6098), Renault (474-6914)

COVID-19 Considerations

- Masking

KN-95 or medical (level 2 grade minimum) masking are required in all indoor locations on UM campuses.
Course Description

An integrative view of major physiological processes in plants, spanning the biochemical, cellular, tissue, organ and whole plant levels of organization. The focus will be on photosynthesis, respiration, plant water relations, plant mineral nutrition, and the role of hormonal and extrinsic factors in the regulation of plant growth. PLNT 3400 – BIOL 3400 is a key course in plant biology because it explores how physiological processes affect plant behavior. Therefore, in order to understand how plants respond to the environment it is important to appreciate plant physiology. Any student interested in having a general knowledge in plant biology should take this course. The course, which covers basic physiological processes related to vegetative and reproductive growth of plants, is important for understanding how plants “work”. Therefore, it complements information covered by other disciplines of the curriculum, including agronomy, plant pathology, plant ecology, genetics and breeding.

Course information

The course will cover the following aspects/events

I – Photosynthesis

The capture of light energy and its conversion into organic compounds
Photorespiration and photosynthetic processes
Photosynthetic efficiency: C 3 and C 4 plants
Solute transport and assimilate partitioning

II – Respiration

Function of respiration
Factors affecting respiration

III – Control of growth and development

Plant hormones: Auxins, gibberellins, cytokinins, abscisic acid and ethylene

IV – Plant water relations

Properties of water
Water potentials
Water transport in plants
Transpiration

V – Mineral nutrition

Essential elements
The soil: reservoir of nutrients
Membrane transport processes
Nutrient uptake and transport
Function and deficiency symptoms

VI– External factors and plant growth

Plant movements (tropisms and nastic responses)
Measuring time

The course information will be reviewed in more details during the first day of class.

Course goals

The goals of the course are
1) to make students aware of basic aspects of plant physiology and appreciate how structure relates to function
2) to encourage a multidisciplinary approach to understand plant behavior.
3) to understand how any plant response and behavior is governed by plant physiology
4) to have an appreciation of how biological processes interact to trigger a response

Learning outcomes

1) Ability to critically analyze and summarize scientific information
2) Ability to deliver information effectively through written communication
3) Creativity in testing specific hypothesis using a multidisciplinary approach
4) Ability to prioritize information

Using Copyrighted Material

Please respect copyright. We will use copyrighted content in this course. I have ensured that the content I use is appropriately acknowledged and is copied in accordance with copyright laws and University guidelines. Copyrighted works, including those created by me, are made available for private study and research and must not be distributed in any format without permission. Do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the Copyright Act applies or written permission has been confirmed. For more information, see the University’s Copyright Office website at http://umanitoba.ca/copyright/ or contact um_copyright@umanitoba.ca

Recording Class Lectures and Labs
Dr. Renault and Dr. Stasolla and the University of Manitoba hold copyright over the course materials, presentations and lectures which form part of this course. **No audio or video recording of lectures or presentations is allowed in any format, openly or surreptitiously, in whole or in part without permission Dr. Renault and Stasolla. Course materials (both paper and digital) are for the participant’s private study and research.**

**Textbook**

L. Taiz and E. Zeiger, Plant Physiology, Fifth Edition (2010) or Sixth Edition (2015) (required), and lab handouts created by instructors (required, they will be posted on UMLearn)

**Course technology**

It is the general University of Manitoba policy that all technology resources are to be used in a responsible, efficient, ethical and legal manner. The student can use all technology in classroom setting only for educational purposes approved by instructor and/or the University of Manitoba Student Accessibility Services. Student should not participate in personal direct electronic messaging / posting activities (e-mail, texting, video or voice chat, wikis, blogs, social networking (e.g. Facebook) online and offline “gaming” during scheduled class time. If student is on call (emergency) the student should switch his/her cell phone on vibrate mode and leave the classroom before using it.

**Class communication**

The University requires all students to activate an official University email account. For full details of the Electronic Communication with Students please visit: https://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html

Please note that all communication between myself and you as a student must comply with the electronic communication with student policy (http://umanitoba.ca/admin/governance/governing_documents/community/electronic_communication_with_students_policy.html). You are required to obtain and use your U of M email account for all communication between yourself and the university.

**Expectations**

I will be in class for 10 minutes prior to class time and after, if requested. I will treat you with respect and would appreciate the same courtesy in return. See Respectful Work and Learning Environment Policy. A large part of my teaching practice includes the use of questions in class. I expect students to respond but I do not expect perfection.
All students are required to respect copyright as per Canada’s Copyright Act. Staff and students play a key role in the University’s copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community. Visit http://umanitoba.ca/copyright for more information.

**Timeline for electronic inquiry response**

Please be respectful of the specific reply timelines that faculty members or staff members set for your course. Generally, when a faculty member or staff member receives an electronic inquiry from you they will try to reply within one or two business days of receipt of the email. It is understood that sometimes the reply may come sooner or in some instances later than this, with a normal response envelope between 1-3 business days.

**New Student Absence Policy**

See Governing Documents: Students | Governance | University of Manitoba (umanitoba.ca) for the new student absence policy and procedure which requires students to complete a self-declaration form for temporary absences. False declarations are considered a breach of academic integrity and can result in discipline.

**Your rights and responsibilities**

As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The Academic Calendar http://umanitoba.ca/student/records/academiccalendar.html is one important source of information. View the sections University Policies and Procedures and General Academic Regulations.

While all of the information contained in these two sections is important, the following information is highlighted.

- If you have questions about your grades, talk to your instructor. There is a process for term work and final grade appeals. Note that you have the right to access your final examination scripts. See the Registrar’s Office website for more information including appeal deadline dates and the appeal form http://umanitoba.ca/registrar/

- You are expected to view the General Academic Regulation section within the Academic Calendar and specifically read the Academic Integrity regulation. Consult the course syllabus or ask your instructor for additional information about demonstrating academic integrity in your academic work. Visit the Academic Integrity Site for tools and support.
http://umanitoba.ca/academicintegrity/ View the Student Academic Misconduct procedure for more information.

- The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected conduct yourself in an appropriate respectful manner. Policies governing behavior include the:

Respectful Work and Learning Environment

http://umanitoba.ca/admin/governance/governing_documents/community/230.html

Student Discipline

http://umanitoba.ca/admin/governance/governing_documents/students/student_discipline.html and,
http://umanitoba.ca/faculties/science/undergrad/resources/webdisciplinedocuments.html

Support available to students

Writing and Learning Support

The Academic Learning Centre (ALC) offers services that may be helpful to you throughout your academic program. Through the ALC, you can meet with a learning specialist to discuss concerns such as time management, learning strategies, and test-taking strategies. The ALC also offers peer supported study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In these study groups, students have opportunities to ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.

You can also meet one-to-one with a writing tutor who can give you feedback at any stage of the writing process, whether you are just beginning to work on a written assignment or already have a draft. If you are interested in meeting with a writing tutor, reserve your appointment two to three days in advance of the time you would like to meet. Also, plan to meet with a writing tutor a few days before your paper is due so that you have time to work with the tutor’s feedback.

These Academic Learning Centre services are free for U of M students. For more information, please visit the Academic Learning Centre website at:
http://umanitoba.ca/student/academiclearning/

You can also contact the Academic Learning Centre by calling 204-480-1481 or by visiting 201 Tier Building.
University of Manitoba Libraries (UML)
As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about managing citations, or locating appropriate resources, and will address any other concerns you may have, regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you in-person. A complete list of liaison librarians can be found by subject: http://bit.ly/WcEbA1 or name: http://bit.ly/1tJ0bB4. In addition, general library assistance is provided in person at 19 University Libraries, located on both the Fort Garry and Bannatyne campuses, as well as in many Winnipeg hospitals. For a listing of all libraries, please consult the following: http://bit.ly/1sXe6RA. When working remotely, students can also receive help online, via the Ask-a-Librarian chat found on the Libraries’ homepage: www.umanitoba.ca/libraries.

Student Counselling Centre
Contact SCC if you are concerned about any aspect of your mental health, including anxiety, stress, or depression, or for help with relationships or other life concerns. SCC offers crisis services as well as individual, couple, and group counselling. Student Counselling Centre: http://umanitoba.ca/student/counselling/index.html
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Contact our Health and Wellness Educator if you are interested in information on a broad range of health topics, including physical and mental health concerns, alcohol and substance use harms, and sexual assault.
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Live Well @ UofM
For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site:
http://umanitoba.ca/student/livewell/index.html

**Violent or Threatening Behaviour**
http://umanitoba.ca/admin/governance/governing_documents/community/669.html

- If you experience **Sexual Assault** or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting. The **Sexual Assault** policy may be found at: http://umanitoba.ca/admin/governance/governing_documents/community/230.html
  More information and resources can be found by reviewing the Sexual Assault site
  http://umanitoba.ca/student/sexual-assault/

- For information about rights and responsibilities regarding **Intellectual Property** view the policy https://umanitoba.ca/admin/governance/governing_documents/community/235.html

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site
http://umanitoba.ca/faculties/

Contact an **Academic Advisor** within our faculty/college or school for questions about your academic program and regulations http://umanitoba.ca/academic-advisors/

**Student Advocacy**
Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns. http://umanitoba.ca/student/advocacy/

**Students Accessibility Services**
If you are a student with a disability, please contact SAS for academic accommodation supports and services such as note-taking, interpreting, assistive technology and exam accommodations. Students who have, or think they may have, a disability (e.g. mental illness, learning, medical, hearing, injury-related, visual) are invited to contact SAS to arrange a confidential consultation.  
Student Accessibility Services http://umanitoba.ca/student/saa/accessibility/  
520 University Centre  
204 474 7423  
Student_accessibility@umanitoba.ca
**Class schedule**

This schedule is subject to change at the discretion of the instructor and/or based on the learning needs of the students but such changes are subject to Section 2.8 of the – ROASS- Procedure

<table>
<thead>
<tr>
<th>Date</th>
<th>Class Content</th>
<th>Required Readings</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 7 -</td>
<td>Photosynthesis</td>
<td>Textbook</td>
<td>Mid-term and Final</td>
</tr>
<tr>
<td>Sept 23</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sept 26</td>
<td>Respiration</td>
<td>Textbook</td>
<td>Mid-term and Final</td>
</tr>
<tr>
<td>- Oct 7</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct 12 -</td>
<td>Control of growth and development</td>
<td>Textbook</td>
<td>Mid-term and final</td>
</tr>
<tr>
<td>Oct 19</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct 24 -</td>
<td>Plant Water Relations</td>
<td>Textbook</td>
<td>Final</td>
</tr>
<tr>
<td>Nov 14</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov 16 -</td>
<td>Mineral nutrition</td>
<td>Textbook</td>
<td>Final</td>
</tr>
<tr>
<td>Nov 30</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dec 2 -</td>
<td>External factors and plant growth</td>
<td>Textbook</td>
<td>Final</td>
</tr>
<tr>
<td>Dec 12</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Lab schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Lab Content</th>
<th>Required Readings</th>
<th>Evaluation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept 12/13</td>
<td>Introduction tutorial (how to prepare figures and tables)</td>
<td>Lab handout</td>
<td>No</td>
</tr>
<tr>
<td>Sept 19/20</td>
<td>Photosynthesis</td>
<td>Textbook and lab handout</td>
<td>Individual or group lab assignment due Sept 26/27 (8%)</td>
</tr>
<tr>
<td>Sept 26/27</td>
<td>Hormone Lab I Tutorial on lab report</td>
<td>Textbook and lab handout</td>
<td>Group lab report – draft Intro + M&amp;M Due 28/29 (2%)</td>
</tr>
<tr>
<td>Oct 3/4</td>
<td>Hormone Lab II Tutorial on lab report</td>
<td>Textbook and lab handout</td>
<td>Group lab report Draft plots and results due 5/6 (2%)</td>
</tr>
<tr>
<td>Oct 10/11</td>
<td>No lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oct 17/18</td>
<td>Hormone Lab III Tutorial on lab report</td>
<td>Textbook and Lab handout</td>
<td>Group lab report Draft discussion and abstract Due Oct 19/20 (2%)</td>
</tr>
<tr>
<td>Oct 24/25</td>
<td>Hormone Lab IV Tutorial on lab report</td>
<td>Textbook and Lab handout</td>
<td>Draft revision Final report due Oct 31/Nov 1 (14%)</td>
</tr>
<tr>
<td>Oct 31/Nov 1</td>
<td>Water relation</td>
<td>Textbook and lab handout</td>
<td>Individual or group lab assignment due Nov 7/8 (8%)</td>
</tr>
<tr>
<td>Nov 7/8</td>
<td>No lab</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nov 14/15</td>
<td>Nutrient deficiency I</td>
<td>Textbook and lab handout</td>
<td>No</td>
</tr>
<tr>
<td>Nov 21/22</td>
<td>Nutrient deficiency II and plant movements</td>
<td>Textbook and lab handout</td>
<td>Quiz on nutrient deficiency during the lab (4%)</td>
</tr>
</tbody>
</table>

Attendance is compulsory. Students missing labs cannot write the report/assignment.
## Course evaluation methods

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Assessment Tool</th>
<th>Value of Final Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:30 pm, Friday Oct 21, 2022</td>
<td>Mid-Term Paper</td>
<td>20%</td>
</tr>
<tr>
<td>TBD</td>
<td>Final Exam</td>
<td>40%</td>
</tr>
<tr>
<td>See lab schedule</td>
<td>Lab assignments/reports</td>
<td>40%</td>
</tr>
</tbody>
</table>

## Grading

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Percentage out of 100</th>
<th>Grade Point Range</th>
<th>Final Grade Point</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>90-100</td>
<td>4.25-4.5</td>
<td>4.5</td>
</tr>
<tr>
<td>A</td>
<td>80-89</td>
<td>3.75-4.24</td>
<td>4.0</td>
</tr>
<tr>
<td>B+</td>
<td>74-79</td>
<td>3.25-3.74</td>
<td>3.5</td>
</tr>
<tr>
<td>B</td>
<td>68-73</td>
<td>2.75-3.24</td>
<td>3.0</td>
</tr>
<tr>
<td>C+</td>
<td>62-67</td>
<td>2.25-2.74</td>
<td>2.5</td>
</tr>
<tr>
<td>C</td>
<td>56-61</td>
<td>2.0-2.24</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>50-55</td>
<td>Less than 2.0</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Less than 50</td>
<td></td>
<td>0</td>
</tr>
</tbody>
</table>
Reference style

Reference style for this course should be according to the journal *Physiologia Plantarum*. Use the following link: http://physiologiaplantarum.org/instructions-for-manuscrip/ See section “citations and references”

Assignment description

The mid-term examination will cover material from the following topics: Photosynthesis, Respiration and Hormones. The final examination will cover material from all topics outlined in the course description section.

Assignment grading time

Grades will be available 10 days after the completion of the respective assignment

Late submission policy and important dates

Late Assignments
A penalty of 20% per day will be applied for any late lab assignment or report

Missed Assignments
A 0% grade will be given for any missed lab assignment or report

Missed Exams
A 0% grade will be given for any missed exam

Voluntary withdrawal date

Last day for voluntary withdrawal is **Nov 22, 2022**. Upon request students will be provided with verbal feedbacks about their performance.
Appendix (from the Faculty of Sciences)

How to succeed in your science courses?

The Faculty of Science is committed to delivering the high-quality education our students have come to expect. We also want to ensure that you set yourself up for success. We want you to succeed!

#1. Registration Revision Period: Use the Registration Revision Period to evaluate course syllabus. During the registration revision period you will be able to drop/add courses without any financial consequence. Speak directly with instructors if you have any questions specific to their course.

#2. Evaluate Workload: Take time to consider the workload associated with the course schedule you are planning. Be realistic about other commitments and distractions that are part of everyday life and make your course selection decisions accordingly. Please consider watching this presentation from the Academic Learning Centre for Managing Your Time Effectively. If you want to discuss anything, talk to an Academic advisor in your faculty – Academic advising.

#3. Commitment to Study: For an average course, you should aim to commit at least three hours of studying for every hour of lecture. Make sure you keep up with studying on a consistent basis.

#4. Reach Out for Help: If you experience issues learning the course material, reach out to your instructor, teaching assistants, supplemental instruction leaders or Academic Learning Centre for the course as soon as possible. Most content builds on previous content and deficiencies in understanding will cascade issues throughout the course. For questions about your degree program or if life stresses hinder your academic performance, contact your faculty’s academic advisors immediately.

#5. Learn Efficiently, Learn to Take Notes: During the pandemic, many lectures were delivered asynchronously so students had a chance to review lecture videos when they did not catch something during the lecture. Lectures are delivered in-person this fall term therefore students will not have the luxury of rewatching a live lecture. Therefore, you may want to review some note-taking tips offered by the Academic Learning Centre which can help you learn efficiently.

LEARNER SUPPORT
Writing and Learning Support
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Consult an ALC learning specialist or attend an academic skills workshop to improve your time management, learning strategies and test-taking strategies. Get support in select courses by making an appointment with an ALC content tutor. The ALC also offers peer-facilitated study groups called Supplemental Instruction (SI) for certain courses that students have typically found difficult. In SI study groups, students ask questions, compare notes, discuss content, solve practice problems, and develop new study strategies in a group-learning format.
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Contact the Academic Learning Centre by calling 204-480-1481 or emailing academic_learning@umanitoba.ca.

University of Manitoba Libraries (UML)
Research begins at UM Libraries. Learn at the Libraries is a great place to start, with information for students on academic writing, how to search the library, evaluating resources, and writing citations. As the primary contact for all research needs, your liaison librarian can play a vital role when completing academic papers and assignments. Liaisons can answer questions about locating appropriate resources or managing citations, and will address any other concerns you may have regarding the research process. Liaisons can be contacted by email or phone, and are also available to meet with you online. When working remotely, students can also receive help online through Ask Us! chat. For further detail about the libraries’ services and collections, visit the Libraries’ web site.

MENTAL HEALTH SUPPORT
For 24/7 mental health support, contact the Mobile Crisis Service at 204-940-1781.

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britt.harvey@umanitoba.ca
469 University Centre, Fort Garry Campus
(204) 295-9032

Live Well @ UofM
For comprehensive information about the full range of health and wellness resources available on campus, visit the Live Well @ UofM site: http://umanitoba.ca/student/livewell/index.html

HEALTH AND SAFETY
The University of Manitoba (the “UM”) is committed to maintaining a safe learning environment for all students, faculty, and staff. Should campus operations change because of health concerns related to the COVID-19 pandemic or other campus-wide emergency, it is possible that this course will move to a fully remote delivery format. Should the instructor be required to stay at home for an extended period and an alternate instructor not be available, the course may move temporarily to a remote delivery format.

Mask Wearing
In a face-to-face environment, our commitment to safety requires students to observe all Covid guidelines set by the University (https://umanitoba.ca/coronavirus) While on campus and in class, you must wear masks as stipulated in current University policies, procedures, and guidelines. The University highly recommends the use of KN-95 masks; the minimum requirement is a ATSM Level 2 Medical mask. Both mask types are available at many locations on campus. Students who fail to comply are subject to disciplinary action in accordance with the Student Discipline Bylaw and the Non-Academic Misconduct and Concerning Behaviour Procedure.

If you do not follow masking requirements, you will be asked to leave the learning space and may only return to the class already in progress when you have complied with this requirement. Repeated issues will result in disciplinary action as previously noted.
Students should not eat or drink during class time.

Illness
Remember: STAY HOME IF YOU HAVE SYMPTOMS OR ARE ILL. If you become ill, we highly recommend that you self-isolate; you should notify your instructor by email so you can develop a plan to complete the course learning outcomes while you are absent.

What to do if you become ill while at UM:
1. Leave the classroom, lab, or workspace immediately. Continue to wear your mask while leaving the premises and/or while waiting for transportation.
2. Perform hand hygiene (soap and water or hand sanitizer) and avoid contact with others and minimize contact with the physical environment.
3. Once at home, complete the MB self-assessment and follow the directions that are provided.
4. Inform your instructor(s) or, if in residence, the appropriate individual. The Instructor will discuss with you arrangements for extensions, deferrals or make-up assignments as required.
5. Please remain off-campus and all UM facilities until cleared to return in accordance with self-assessment, testing results, and UM recommended isolation procedures.
6. Complete the COVID-19 case reporting form

Recommended transportation options (in order):
1. Drive yourself home.
2. Pick-up by family or friend – remember to keep your mask on and to distance yourself as much as possible, and where possible, open a window to improve ventilation.
3. Pickup by taxi/Uber:
   Remain masked and perform hand hygiene before entering the vehicle.
   o Avoid touching the inside of the vehicle
   o Keep your mask on for the duration of the ride
   o Where possible, open a window to improve ventilation.
4. Winnipeg Transit buses – We recommend that you do not use Winnipeg Transit in this situation.

ACADEMIC ACCOMMODATIONS
Students who have, or think they may have, a disability (e.g., mental illness, learning, medical, hearing, injury-related, visual) are encouraged to contact Student Accessibility Services to arrange a confidential consultation. Instructors are notified by Student Accessibility Services what accommodations their registered students require which will help the instructor determine fair, feasible and reasonable academic accommodations without compromising academic standards. This takes time and planning, so reach out at the start of term.

SAS students can write their exams and tests in spaces organized by the SAS Exam Centre however they must register with the SAS Exam Centre a few weeks in advance. Please be sure to do so to receive the accommodations.

Medical Notes and Other Documentation
The Self-Declaration for Brief and Temporary Absences Procedure and Policy will be effective on September 1, 2022 and therefore students will not be required to present medical or other documentation for absences due to extenuating circumstances of 72 hours or less, however this form must be completed and submitted to the instructor in lieu of the documentation. Please note that further documentation may be requested from students who claim multiple temporary absences or absences for more than 72 hours.

Short-Term Academic Accommodations (up to 72 consecutive hours absences)
As we emerge from the pandemic, the University still has the health and safety of its community at top of mind. Since your classes are held in-person, please make sure you follow the University’s COVID-19 Health and Safety Protocols. Notably, exercise good hand hygiene, stay home if you are ill and you must wear a mask when attending lecture/labs and on campus.
- Students who miss a lab or assessment due to an extenuating brief or temporary absence should complete a self-declaration for brief and temporary student absences form and submit it to their instructor within 48 hours of the end of the brief absence. The instructor will discuss with the student how the missed work can be made up.
- Students absent for over 72 hours as a result of medical, compassionate, University scholastic, University athletic or religious event will require official documentation to
explain the absence. Students should reach out to instructors early if absences are anticipated.

- Personal vacations and work requirements are not considered acceptable absences.

Long-Term Academic Accommodations
Students with long-term academic accommodations are usually registered with Student Accessibility Services. The long-term academic accommodations are usually to accommodate long term physical or mental illness and accommodations can be in the form of notetaking, interpreting, assistive technology, and assessment accommodations.

Final Exams
Students who have conflicting scheduled exams should contact their faculty’s academic advisors as soon as possible. Students who miss their exam due to extenuating circumstances can apply for a deferred exam. Please note that the granting of a deferred exam is not necessarily guaranteed.

Missed Lecture Notes
Students missing lecture notes as a result of absences are responsible for obtaining the missed content on their own accord. Contact a classmate or the course instructor for their notes but please be aware the instructor is not obliged to create notes for students as a result of absences.

VOLUNTARY WITHDRAWAL (VW) AND AUTHORIZED WITHDRAWAL (AW) POLICIES
VW: Students have the opportunity to voluntarily withdraw (VW) from this class up to November 22 (in the event of date discrepancies, please follow the dates on the Important Dates and Deadlines webpage). By then, you will have received feedback to allow you to assess your progress and determine if you are achieving the grade you are aiming for in this course. If you are unlikely to be successful in the course, or not achieving the grade that you are aiming for, you should consider a VW from the course. You should contact your instructor to review your progress in more detail, or you may discuss the VW option with a Faculty academic advisor. Students enrolled in the course after the VW deadline will be assigned a final grade.

AW: At times medical or compassionate circumstances arise in a student’s life that prevent them from performing as they would in normal circumstances. If you are in this position, please contact a Faculty academic advisor to discuss your options. Be prepared to provide documentation, which supports your situation.

PROFESSIONAL CONDUCT
Students in the University community can freely express their thoughts, opinions, and beliefs however they must observe the Respectful Work and Learning Environment Policy and treat each other, staff, and faculty with respect. Students who are alleged to have breached the Respectful Work and Learning Environment Policy will be investigated and disciplined according to the Student Non-Academic Misconduct and Concerning Behaviour Procedure.

ACADEMIC INTEGRITY
Academic integrity is taking responsibility for and being honest with your work and respecting the work of others. Since you are a member of the university community, we want you to learn what that responsibility and honesty entails and how we respect the work of others.
The Faculty of Science continues to uphold high standards of academic integrity. We know that you, our students, support us in this and we count on every one of you to do your part. We expect all students to strictly adhere to instructions from their professors regarding what resources can and cannot be used for assessments, to follow other rules the professors wish to set, and to adhere to the academic conduct standards of the University and Faculty.

To aid professors in assuring that all forms of assessments have been administered fairly, the University will be electronically monitoring all tests, quizzes and examinations, included, but not limited to overseeing chatrooms, relevant predatory websites and, in so doing, we will analyze scholastic evidence of individual exams.

Students who transgress academic integrity rules will be investigated and disciplined (if justified) according to the Student Discipline By-Law and Student Academic Misconduct Procedure.

The list of suggested minimum penalties assessed by the Faculty of Science for acts of academic dishonesty is available on the Faculty of Science website.

COPYRIGHT
All students are required to respect copyright as per Canada’s Copyright Act. Staff and students play a key role in the University’s copyright compliance as we balance user rights for educational purposes with the rights of content creators from around the world. The Copyright Office provides copyright resources and support for all members of the University of Manitoba community.

Please respect copyright. We will use copyrighted content in this course. No audio or video recording of the lectures is allowed in any format, openly or surreptitiously, in whole or in part without permission from the instructor. University guidelines state that copyrighted works, including those created by the course instructor, are made available for private study and research, and must not be distributed in any format without permission. Since it is illegal, do not upload copyrighted works to a learning management system (such as UM Learn), or any website, unless an exception to the Copyright Act applies or written permission has been confirmed.

For more information, see the University’s Copyright Office website at http://umanitoba.ca/copyright.

YOUR RIGHTS AND RESPONSIBILITIES
As a student of the University of Manitoba you have rights and responsibilities. It is important for you to know what you can expect from the University as a student and to understand what the University expects from you. Become familiar with the policies and procedures of the University and the regulations that are specific to your faculty, college or school.

The Academic Calendar is one important source of information. View the sections of University Policies and Procedures and General Academic Regulations.

While all of the information contained in these two sections is important, the following information is highlighted.

- If you have questions about your grades, talk to your instructor. There is a process for term work and final grade appeals. Note that you have the right to access your final
examination scripts. See the Registrar’s Office website for more information including appeal deadline dates and the appeal form http://umanitoba.ca/registrar/

- You are expected to view the General Academic Regulation section within the Academic Calendar and specifically read the Academic Integrity regulation. Consult the course syllabus or ask your instructor for additional information about demonstrating academic integrity in your academic work. Visit the Academic Integrity Site for tools and support http://umanitoba.ca/academicintegrity/ View the Student Academic Misconduct procedure for more information.

- The University is committed to a respectful work and learning environment. You have the right to be treated with respect and you are expected to conduct yourself in an appropriate respectful manner. Policies governing behavior include the: Respectful Work and Learning Environment, Student Discipline and, Violent or Threatening Behaviour

- If you experience Sexual Assault or know a member of the University community who has, it is important to know there is a policy that provides information about the supports available to those who disclose and outlines a process for reporting. The Sexual Violence policy may be found at: https://umanitoba.ca/governance/governing-documents/governing-documents-university-community#sexual-violence. More information and resources can be found by reviewing the Sexual Assault site http://umanitoba.ca/student/sexual-assault/

For information about rights and responsibilities regarding Intellectual Property view the policy: https://umanitoba.ca/admin/governance/governing_documents/community/235.html

For information on regulations that are specific to your academic program, read the section in the Academic Calendar and on the respective faculty/college/school web site http://umanitoba.ca/faculties/

Contact an Academic Advisor within YOUR registered faculty/college or school for questions about your academic program and regulations http://umanitoba.ca/academic-advisors/

**Student Advocacy**
Contact Student Advocacy if you want to know more about your rights and responsibilities as a student, have questions about policies and procedures, and/or want support in dealing with academic or discipline concerns.  
http://umanitoba.ca/student/advocacy/  
520 University Centre  
204 474 7423  
student_advocacy@umanitoba.ca