



# ENVS\*2130 Eating Sustainably in Ontario

Fall 2023

Section: DE 01

School of Environmental Sciences

Credit Weight: 0.50

---

## Course Details

### Calendar Description

This course is intended to introduce students to the science behind food related issues within the context of Ontario agriculture and food systems. The course will provide students with an overview of the history of agriculture in Ontario and an opportunity to discuss both sides of current debates over food production and associated environmental and human health issues.

**Pre-Requisite(s):** 4.00 credits

**Co-Requisite(s):** None

**Restriction(s):** May not be taken by students in the BAS, BBRM, BSC, BSC(Agr) or BSC(Env) programs.

**Method of Delivery:** Distance Education (asynchronous online)

### Final Exam

**Date:** Wednesday December 13, 2023

**Time:** 11:30 AM to 1:30 PM

**Note:** Please read the important information about exam timing in the **Assessment Description** section under **Final Exam** in this Outline.

**Location:** Online via the **Quizzes** tool in CourseLink

---

# Instructional Support

## Instructor

**Dr. Kim Bolton**

**Email:** [kbolton@uoguelph.ca](mailto:kbolton@uoguelph.ca)

**Telephone:** (519) 824-4120, Ext. 54266

**Office:** Alexander Hall (ALEX), Room 260

My name is Dr. Kim Bolton. I grew up in Fort Erie, Ontario but have made Guelph my home since coming here in 1982 to begin my undergraduate degree in Soil Science. I completed my Ph.D. (also at the University of Guelph) in 1993 in Soil Chemistry. From 1994 to 1999 I was on faculty in the Department of Environmental Sciences at the University of Toronto at Scarborough. In 1999 I moved back to Guelph and since then I have shifted my interest from research to teaching. I have taught many different environmental sciences courses and I also teach an online course for the Chemistry Department.

I love teaching! I have over 20 years of experience, both in the class and online, and my students often comment on my enthusiasm. I want you to know that I really care about your learning, and I will work very hard to help you successfully complete the course. I will guide you through each step of the course with the same enthusiasm and commitment as I give to my in-class courses. There will be lots of opportunity for you to interact with me and with your classmates. In fact, I am obsessive about reading and responding to online messages, so I am confident that you will feel connected to me and to each other.

In my spare time, I enjoy cooking, reading, running/cycling, yoga and canoeing / kayaking. On Saturday mornings you can always find me at the Guelph Farmer's Market. I am really looking forward to getting to know you! Please do not hesitate to contact me with questions/concerns/problems.

P.S. Feel free to call me Kim but if you are uncomfortable with this, Dr. Bolton is fine too!

**Office Hours (in person or online via Zoom):** There are no scheduled office hours. Please email me and I will be happy to set up a time to meet you in my office or online via Zoom. Please note that further details will be posted in the **Announcements**. See also **Communicating with Your Instructor**.

## Teaching Assistant(s)

**Name:** Akshita

**Email:** [aakshita@uoguelph.ca](mailto:aakshita@uoguelph.ca)

**Name:** Kaiti Jiang

**Email:** [kaiti@uoguelph.ca](mailto:kaiti@uoguelph.ca)

**Name:** Grace Mckinney  
**Email:** [gmckinne@uoguelph.ca](mailto:gmckinne@uoguelph.ca)

---

## Learning Resources

### Required Textbook

There is no required textbook for this course.

### Course Website

[CourseLink](#) (powered by D2L's Brightspace) is the course website and will act as your classroom. It is recommended that you log in to your course website every day to check for announcements, access course materials, and review the weekly schedule and assignment requirements.

<https://courselink.uoguelph.ca/shared/login/login.html>

### Ares

For this course, you will be required to access course reserve materials through the University of Guelph McLaughlin Library. To access these items, select **Ares** on the navbar in CourseLink. Note that you will need your Central Login ID and password in order to access items on reserve.

For further instructions on accessing reserve resources, visit [How to Get Course Reserve Materials](#).

If at any point during the course you have difficulty accessing reserve materials, please contact the e-Learning Operations and Reserve Services staff at:

Tel: 519-824-4120 ext. 53621

Email: [libres2@uoguelph.ca](mailto:libres2@uoguelph.ca)

Location: McLaughlin Library, First Floor, University of Guelph

<https://www.lib.uoguelph.ca/find/course-reserves-ares>

---

## Learning Outcomes

### Course Learning Outcomes

Welcome to ENVS\*2130DE – Eating Sustainably in Ontario! I am very happy that you decided to take this course and I'm looking forward to spending the semester with you. Food sustainability is a very interesting issue, but it is also very broad and complex. There are many ways to examine food sustainability but in this course we are going to

focus primarily on the environmental sustainability of agriculture and food. The goal of this course is to, first, give you some important background information about how your food is produced. We will then examine the environmental sustainability of food production and, finally, we will consider some important food sustainability issues. I hope that this course challenges your assumptions about food sustainability, and I hope that you will approach the material with an open, yet critical, mind.

By the end of this course, you should be able to:

1. Evaluate methods of food production and outline which methods are more sustainable;
2. Describe critically the broader environmental impacts of individual and societal food choices;
3. Analyze the assumptions and evaluate the worth of evidence used by the popular media;
4. Reflect on your own food choices in the context of eating sustainably; and
5. Engage critically and in a scholarly manner, in public arguments about food sustainability issues.

---

## Teaching and Learning Activities

### Method of Learning

Throughout the course, you will encounter a variety of different learning tools. The course uses several different approaches to satisfy different learning styles.

The online content will primarily consist of concept videos and teaching activities designed to increase your learning. For some units, you will be assigned online readings and videos. These readings will complement, and add to, what you are learning online.

Many of the Units contain **ungraded interactive learning activities**. These activities are designed to engage you directly with the material. This engagement will deepen your understanding of the subject and give you a chance to test your understanding without having the pressure of grades. The ungraded activities include multiple choice (and true/false) questions and matching exercises and they are structured in such a way as to give you immediate feedback.

### Course Structure

This course consists of nine units.

- Unit 01: Food and Agriculture in Canada
- Unit 02: Requirements for Crop Growth
- Unit 03: Animal Protein Production

- Unit 04: Impacts of Conventional Agriculture
- Unit 05: Agricultural Sustainability
- Unit 06: Organic Agriculture
- Unit 07: Food Waste and Local Food
- Unit 08: Sustainable Seafood
- Unit 09: Vegetarianism: The Path to Sustainability?

## What to Expect for Each Unit

Each Unit will contain most of the following tools:

- Assigned Unit Readings
- Videos (You Tube, Ted Talks, etc.)
- Instructor Narrated Videos – the first 5 Units contain videos of narrated PowerPoint slides. I made these videos in order to explain some of the concepts in more detail
- Un-graded interactive learning activities.

## Schedule

It is strongly recommended that you follow the course schedule provided below. The schedule outlines what you should be working on each week of the course and lists the important due dates for the assessments. By following the schedule, you will be better prepared to complete the assessments and succeed in this course.

### Unit 01: Food and Agriculture in Canada

#### Week 1 – Thursday, September 7 to Sunday, September 17

##### Readings

- Website: Unit 01 Content
- Ares
  - There are no readings on Ares for this Unit.

##### Activities

- Familiarize yourself with the course website by reviewing the **Start Here** section of the course.
- Review the **Outline** and **Assessments** sections on the course website to learn about course expectations, assessments, and due dates.
- Confirm your access to the course reserve materials by selecting **Ares** on the navbar.

## Assessments

- **Unit 01 Quiz**

Closes: Sunday, September 17 at 11:59 pm ET

- Introduce yourself in your **Group Introduction**

Closes: Sunday, September 24 at 11:59 pm ET

- **Graded Group Discussion Topic 1**

Opens: Monday, September 11 at 7:00 am ET

Closes: Sunday, October 1 at 11:59 pm ET

## Unit 02: Essential Ingredients: Requirements for Crop Growth

### Weeks 2 & 3 – Monday, September 18 to Sunday, October 1

#### Readings

- Website: Unit 02 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

## Assessments

- **Unit 02 Quiz**

Closes: Sunday, October 1 at 11:59 pm ET

- Introduce yourself in your **Group Introduction**

Closes: Sunday, September 24 at 11:59 pm ET

- **Graded Group Discussion Topic 1**

Opens: Monday, September 11 at 7:00 am ET

Closes: Sunday, October 1 at 11:59 pm ET

## Unit 03: Fire Up the Grill: Animal Protein Production

### Week 4 – Monday, October 2 to Wednesday, October 11

#### Readings

- Website: Unit 03 Content

## Assessments

- **Unit 03 Quiz**

Closes: Wednesday, October 11 at 11:59 pm ET

**(Please Note: Quiz date has been changed to accommodate the holiday and the Fall Study Break Day)**

- **Graded Group Discussion Topic 2**

Opens: Monday, October 2 at 7:00 am ET

Closes: Sunday, October 15 at 11:59 pm ET

#### **Unit 04: Impacts of Conventional Agriculture**

**Weeks 5 & 6 – Wednesday, October 11 to Sunday, October 22**

##### **Readings**

- Website: Unit 04 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

##### **Assessments**

- **Unit 04 Quiz**  
Closes: Sunday, October 22 at 11:59 pm ET
- **Graded Group Discussion Topic 2**  
Opens: Monday, October 2 at 7:00 am ET  
Closes: Sunday, October 15 at 11:59 pm ET
- **Graded Group Discussion Topic 3**  
Opens: Monday, October 16 at 7:00 am ET  
Closes: Sunday, October 29 at 11:59 pm ET
- Submit **Annotated Bibliography and Outline (Part 1 of Short Research Paper)**  
Due: Sunday, October 15 at 11:59 pm ET

#### **Unit 05: Agricultural Sustainability**

**Weeks 7 & 8 – Monday, October 23 to Sunday, November 5**

##### **Readings**

- Website: Unit 05 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

##### **Assessments**

- **Unit 05 Quiz**  
Closes: Sunday, November 5 at 11:59 pm ET
- **Graded Group Discussion Topic 3**  
Opens: Monday, October 16 at 7:00 am ET  
Closes: Sunday, October 29 at 11:59 pm ET

- **Graded Group Discussion Topic 4**  
Open: Monday, October 30 at 7:00 am ET  
Closes: Sunday, November 12 at 11:59 pm ET

## **Unit 06: Organic Agriculture**

### **Week 9 – Monday, November 6 to Sunday, November 12**

#### **Readings**

- Website: Unit 06 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

#### **Assessments**

- **Unit 06 Quiz**  
Closes: Sunday, November 12 at 11:59 pm ET
- **Graded Group Discussion Topic 4**  
Open: Monday, October 30 at 7:00 am ET  
Closes: Sunday, November 12 at 11:59 pm ET

## **Unit 07: Food Waste and Local Food**

### **Week 10 – Monday, November 13 to Sunday, November 19**

#### **Readings**

- Website: Unit 07 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

#### **Assessments**

- **Unit 07 Quiz**  
Closes: Sunday, November 19 at 11:59 pm ET
- **Graded Group Discussion Topic 5**  
Opens: Monday, November 13 at 7:00 am ET  
Closes: Friday, December 1 at 11:59 pm ET
- Submit **Short Research Paper (Part 2)**  
Due: Sunday, November 19 at 11:59 pm ET

## **Unit 08: Sustainable Seafood**



## Week 11 – Monday, November 20 to Sunday, November 26

### Readings

- Website: Unit 08 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

### Assessments

- **Unit 08 Quiz**  
Closes: Sunday, November 26 at 11:59 pm ET
- **Graded Group Discussion Topic 5**  
Opens: Monday, November 13 at 7:00 am ET  
Closes: Friday, December 1 at 11:59 pm ET

## Unit 09: Vegetarianism: The Path to Sustainability?

## Week 12 – Monday, November 27 to Friday, December 1

### Readings

- Website: Unit 09 Content
- Ares:
  - Please refer to the Ares list for Unit and Graded Group Discussion readings.

### Assessments

- **Unit 09 Quiz**  
Closes: Friday, December 1 at 11:59 pm ET
- **Graded Group Discussion 5**  
Opens: Monday, November 13 at 7:00 am ET  
Closes: Friday, December 1 at 11:59 pm ET

---

## Assessment

The grade determination for this course is indicated in the following table. A brief description of each assessment is provided below. Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details of each assessment. Close (or due) dates can be found under the Schedule heading of this outline.

**Table 1: Course Assessment**

<b>Assessment Item</b>	<b>Weight</b>
Unit Quizzes	10%
Graded Group Discussions	10%
Short Research Paper (PART 1): Annotated Bibliography and Outline	15%
Short Research Paper (PART 2)	25%
Online Final Exam	40%
<b>Total</b>	<b>100%</b>

## **Assessment Descriptions**

### **Unit Quizzes**

To keep you on track with the course content, each unit ends with an online quiz. These quizzes cover the content contained within the unit (online content, readings, and videos). They are designed to help build your knowledge and prepare you for the final exam. You will have no time limit on the quiz so that you have enough time to engage with the material and think about the answers.

### **Graded Group Discussions**

You will be divided into small groups for five online discussions. For each discussion topic readings and/or videos will be assigned. Detailed information about this assessment can be found under Assessments.

### **Short Research Paper (PARTS 1 AND 2)**

Detailed information about these two assignments can be found under Assessments in CourseLink.

### **Use of Turnitin**

Your instructor will be using Turnitin, integrated with the **Dropbox** tool, for the **Short Research Paper (PART 2)**. Your submission will be compared to your classmates' submissions as well as to outside resources.

For further information, see Turnitin Originality Check description in this Outline.

## Online Final Exam

This course requires you to write an online final exam using the **Quizzes** tool in CourseLink. The exam will cover material from the entire course and will include multiple choice, true/false, short answer, and longer comprehensive essay style questions. Select **Content** on the navbar to locate **Assessments** in the table of contents panel to review further details of the final exam.

The final exam will be delivered via the **Quizzes** tool. The exam is 2 hours in length and will be held on **Wednesday December 13, 2023**.

The exam will be available beginning at **11:30 AM** until **12:30 PM**, Eastern Time (ET). You can enter the exam at any point during this window of time but will only have 2 hours to complete it from when you start writing. For example, if you start writing the exam at 12:00 PM, you will have until 2:00 PM to complete it. After **12:30 PM** ET you will no longer be able to enter the exam environment.

University of Guelph degree and associate diploma students must check [WebAdvisor](https://webadvisor.uoguelph.ca) for their examination schedule. Open Learning program students must check the [Open Learning Program Final Examination Schedule](http://opened.uoguelph.ca/student-resources/Open-Learning-Program-Final-Exam-Schedule) for their examination schedule.

<https://webadvisor.uoguelph.ca>

<http://opened.uoguelph.ca/student-resources/Open-Learning-Program-Final-Exam-Schedule>

<http://opened.uoguelph.ca/student-resources/final-exams>

---

## Course Technology Requirements and Technical Support

### CourseLink System Requirements

You are responsible for ensuring that your computer system meets the necessary [system requirements](#). Use the [browser check](#) tool to ensure your browser settings are compatible and up to date. (Results will be displayed in a new browser window).

<https://opened.uoguelph.ca/student-resources/system-and-software-requirements>

<https://courselink.uoguelph.ca/d2l/systemCheck>

### Microsoft Teams Requirements

This course may use Microsoft Teams as a video communication tool. A Webcam, a microphone, and headphones/speakers may be needed. Review [System requirements for Teams for personal use \(microsoft.com\)](https://support.microsoft.com/en-us/office/system-requirements-for-teams-for-personal-use-dae0234b-839c-4f85-ae75-d14ad2baa978) to ensure that your computer meets the technical requirements.

<https://support.microsoft.com/en-us/office/system-requirements-for-teams-for-personal-use-dae0234b-839c-4f85-ae75-d14ad2baa978>

## Zoom Requirements

This course may use **Zoom** as a video communication tool. A Webcam, headphones/speakers may be needed. Review the [Zoom information for students \(uoguelph\)](#) to ensure that your computer meets the technical requirements.

<https://support.opened.uoguelph.ca/students/courselink/tools/content/zoom>

## Technical Skills

As part of your online experience, you are expected to use a variety of technology as part of your learning:

- Manage files and folders on your computer (e.g., save, name, copy, backup, rename, delete, and check properties);
- Install software, security, and virus protection;
- Use office applications (e.g., Word, PowerPoint, Excel, or similar) to create documents;
- Be comfortable uploading and downloading saved files;
- Communicate using email (e.g., create, receive, reply, print, send, and download attachments);
- Navigate the CourseLink learning environment (the instructions for this are given in your course);
- Communicate using a discussion board (e.g., read, search, post, reply, follow threads) in the CourseLink website;
- Upload assignments using the **Dropbox** tool in the CourseLink website;
- Access, navigate, and search the Internet using a web browser (e.g., Firefox, Internet Explorer); and
- Perform online research using various search engines (e.g., Google) and library databases.

## Technical Support

If you need any assistance with the software tools or the CourseLink website, contact CourseLink Support.

### CourseLink Support

University of Guelph

Day Hall, Room 211

Email: [courselink@uoguelph.ca](mailto:courselink@uoguelph.ca).

Tel: 519-824-4120 ext. 56939

Toll-Free (CAN/USA): 1-866-275-1478

### Walk-In Hours (Eastern Time):

Monday thru Friday: 8:30 am–4:30 pm

**Phone/Email Hours (Eastern Time):**

Monday thru Friday: 8:30 am–8:30 pm

Saturday: 10:00 am–4:00 pm

Sunday: 12:00 pm–6:00 pm

---

## Course Specific Standard Statements

### Acceptable Use

The University of Guelph has an [Acceptable Use Policy](https://www.uoguelph.ca/ccs/infosec/aup), which you are expected to adhere to.

<https://www.uoguelph.ca/ccs/infosec/aup>

### Communicating with Your Instructor

During the course, your instructor will interact with you on various course matters on the course website using the following ways of communication:

- **Announcements:** The instructor will use **Announcements** on the Course Home page to provide you with course reminders and updates. Please check this section frequently for course updates from your instructor.
- **Ask Your Instructor Discussion:** Use this discussion forum to ask questions of your instructor about content or course-related issues with which you are unfamiliar. If you encounter difficulties, the instructor is here to help you. Please post general course-related questions to the discussion forum so that all students have an opportunity to review the response. To access this discussion forum, select **Discussions** from the **Tools** dropdown menu.
- **Email:** If you have a conflict that prevents you from completing course requirements, or have a question concerning a personal matter, you can send your instructor a private message by email. The instructor will respond to your email within 48 to 72 hours.
- **Online meeting:** If you have a complex question you would like to discuss with your instructor, you may book an online meeting. Online meetings depend on the availability of you and the instructor and are booked on a first come first served basis.

### Netiquette Expectations

For distance education courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

Inappropriate online behaviour will not be tolerated. Examples of inappropriate online behaviour include:

- Posting inflammatory messages about your instructor or fellow students;
- Using obscene or offensive language online;
- Copying or presenting someone else's work as your own;
- Adapting information from the Internet without using proper citations or references;
- Buying or selling term papers or assignments;
- Posting or selling course materials to course notes websites;
- Having someone else complete your quiz or completing a quiz for/with another student;
- Stating false claims about lost quiz answers or other assignment submissions;
- Threatening or harassing a student or instructor online;
- Discriminating against fellow students, instructors, and/or TAs;
- Using the course website to promote profit-driven products or services;
- Attempting to compromise the security or functionality of the learning management system;
- Sharing your username and password; and
- Recording lectures without the permission of the instructor.

## **Submission of Assignments to Dropbox**

The **Short Research Paper (PARTS 1 AND 2)** should be submitted electronically via the online **Dropbox** tool. When submitting your assignments using the **Dropbox** tool, do not leave the page until your assignment has successfully uploaded. To verify that your submission was complete, you can view the submission history immediately after the upload to see which files uploaded successfully. The system will also email you a receipt. Save this email receipt as poof of submission.

Be sure to keep a back-up copy of all of your assignments in the event that they are lost in transition. In order to avoid any last-minute computer problems, your instructor strongly recommend you save your assignments to a cloud-based file storage (e.g., Google Docs), or send to your email account, so that should something happen to your computer, the assignment could still be submitted on time or re-submitted.

It is your responsibility to submit your assignments on time as specified in the schedule section of this outline. Be sure to check the technical requirements and make sure you have the proper computer, that you have a supported browser, and that you have reliable Internet access. Remember that **technical difficulty is not an excuse not to turn in your assignment on time**. Don't wait until the last minute as you may get behind in your work.

If, for some reason, you have a technical difficulty when submitting your assignment electronically, please contact your instructor or [CourseLink Support](#).

<https://support.opened.uoguelph.ca/contact>.

## Late Policy

If you choose to submit your assignments to the **Dropbox** tool late, the full allocated mark will be reduced by 5% per day after the deadline for the submission of the assignment to a limit of six days at which time access to the **Dropbox** folder will be closed.

Extensions will be considered for medical reasons or other extenuating circumstances. If you require an extension, discuss this with the instructor as soon as possible **and well before the due date**. Barring exceptional circumstances, extensions will not be granted once the due date has passed. These rules are not designed to be arbitrary, nor are they inflexible. They are designed to keep you organized, to ensure that all students have the same amount of time to work on assignments, and to help to return marked materials to you in the shortest possible time.

**There will be NO extensions given for posts to the Online Graded Discussion Topics.**

## Obtaining Grades and Feedback

Unofficial assessment marks will be available in the **Grades** tool of the course website.

Your instructor will attempt to have grades posted online within 2 weeks of the submission deadline if the assignment was submitted on time. Once your assignments are marked you can view your grades on the course website by selecting **Grades** from the **Tools** dropdown menu on the navbar. Your course will remain open to you for seven days following the last day of the final exam period.

Final grades will be available at the end of the semester. University of Guelph degree students can access their final grade by logging into [WebAdvisor](#) (using your U of G central ID).

Open Learning program students should log in to the [OpenEd Student Portal](#) to view their final grade (using the same username and password you have been using for your courses).

<https://www.uoguelph.ca/webadvisor>

<https://courses.opened.uoguelph.ca/portal/logon.do?method=load>

## Rights and Responsibilities When Learning Online

For distance education (DE) courses, the course website is considered the classroom and the same protections, expectations, guidelines, and regulations used in face-to-face settings apply, plus other policies and considerations that come into play specifically because these courses are online.

For more information on your rights and responsibilities when learning in the online environment, visit [Rights and Responsibilities](#).

<http://opened.uoguelph.ca/student-resources/rights-and-responsibilities>

## Turnitin Originality Check

In this course, your instructor will be using Turnitin, integrated with the CourseLink **Dropbox** tool, to detect possible plagiarism, unauthorized collaboration or copying as part of the ongoing efforts to maintain academic integrity at the University of Guelph.

All individual assignments submitted to the **Dropbox** tool will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of the Turnitin.com service is subject to the Usage Policy posted on the Turnitin.com site.

A major benefit of using Turnitin is that you will be able to educate and empower yourself in preventing academic misconduct. In this course, you may screen your own assignments through Turnitin as many times as you wish before the due date. You will be able to see and print reports that show you exactly where you have properly and improperly referenced the outside sources and materials in your assignment.

---

## University Standard Statements

### University of Guelph: Undergraduate Policies

As a student of the University of Guelph, it is important for you to understand your rights and responsibilities and the academic rules and regulations that you must abide by.

If you are a registered **University of Guelph Degree Student**, consult the [Undergraduate Calendar](#) for the rules, regulations, curricula, programs and fees for current and previous academic years.

If you are an **Open Learning Program Student**, consult the [Open Learning Program Calendar](#) for information about University of Guelph administrative policies, procedures and services.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/>

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## Email Communication

### University of Guelph Degree Students

As per university regulations, all students are required to check their uoguelph.ca e-mail account regularly: e-mail is the official route of communication between the University and its students.



## **When You Cannot Meet Course Requirements**

When you find yourself unable to meet an in-course requirement due to illness or compassionate reasons, please advise your course instructor **in writing**, with your name, ID number and email contact.

### **University of Guelph Degree Students**

Consult the [Undergraduate Calendar](#) for information on regulations and procedures for Academic Consideration.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-ac.shtml>

### **Open Learning Program Students**

Please refer to the [Open Learning Program Calendar](#) for information on regulations and procedures for requesting Academic Consideration.

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## **Drop Date**

### **University of Guelph Degree Students**

Students will have until the last day of classes to drop courses without academic penalty. [Review the Undergraduate Calendar for regulations and procedures for Dropping Courses.](#)

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-drop.shtml>

### **Open Learning Program Students**

Please refer to the [Open Learning Program Calendar](#).

<http://opened.uoguelph.ca/student-resources/open-learning-program-calendar>

## **Copies of Assignments**

Keep paper and/or other reliable back-up copies of all assignments: you may be asked to resubmit work at any time.

## **Accessibility**

### **University of Guelph Degree Students**

The University promotes the full participation of students who experience disabilities in their academic programs. To that end, the provision of academic accommodation is a shared responsibility between the University and the student.

When accommodations are needed, the student is required to first register with Student Accessibility Services (SAS). Documentation to substantiate the existence of

a disability is required; however, interim accommodations may be possible while that process is underway.

Accommodations are available for both permanent and temporary disabilities. It should be noted that common illnesses such as a cold or the flu do not constitute a disability.

Use of the SAS Exam Centre requires students to make a booking at least 14 days in advance, and no later than November 1 (fall), March 1 (winter) or July 1 (summer). Similarly, new or changed accommodations for online quizzes, tests and exams must be approved at least a week ahead of time.

For more information, contact Accessibility Services at 519-824-4120 ext. 56208, [email Accessibility Services](mailto:accessibility@uoguelph.ca) or visit the [Accessibility Services website](https://wellness.uoguelph.ca/accessibility/).

<mailto:accessibility@uoguelph.ca>

<https://wellness.uoguelph.ca/accessibility/>

## **Open Learning Program Students**

If you are an Open Learning program student who requires academic accommodation, please [contact the Academic Assistant to the Executive Director](#). Please ensure that you contact us before the end of the first week of your course (every semester) in order to avoid any delays in support. Documentation from a health professional is required for all academic accommodations. Please note that all information provided will be held in confidence.

If you require textbooks produced in an alternate format (e.g., DAISY, Braille, large print or eText), please [contact the Academic Assistant to the Executive Director](#) at least two months prior to the course start date. If contact is not made within the suggested time frame, support may be delayed. It is recommended that you refer to the course outline before beginning your course in order to determine the required readings.

The provision of academic accommodation is a shared responsibility between OpenEd and the student requesting accommodation. It is recognized that academic accommodations are intended to “level the playing field” for students with disabilities.

## **Academic Misconduct**

The University of Guelph is committed to upholding the highest standards of academic integrity and it is the responsibility of all members of the University community – faculty, staff, and students – to be aware of what constitutes academic misconduct and to do as much as possible to prevent academic offences from occurring. University of Guelph students have the responsibility of abiding by the University's policy on academic misconduct regardless of their location of study; faculty, staff and students have the responsibility of supporting an environment that discourages misconduct. Students need to remain aware that instructors have access to and the right to use electronic and other means of detection.

Please note: Whether or not a student intended to commit academic misconduct is not relevant for a finding of guilt. Hurried or careless submission of assignments does not

excuse students from responsibility for verifying the academic integrity of their work before submitting it. Students who are in any doubt as to whether an action on their part could be construed as an academic offence should consult with a faculty member or faculty advisor.

The [Academic Misconduct Policy](#) is detailed in the Undergraduate Calendar.

<https://www.uoguelph.ca/registrar/calendars/undergraduate/current/c08/c08-amisconduct.shtml>

## Copyright Notice

Content within this course is copyright protected. Third party copyrighted materials (such as book chapters and articles) have either been licensed for use in this course, or have been copied under an exception or limitation in Canadian Copyright law.

The fair dealing exemption in Canada's Copyright Act permits students to reproduce short excerpts from copyright-protected materials for purposes such as research, education, private study, criticism and review, with proper attribution. Any other copying, communicating, or distribution of any content provided in this course, except as permitted by law, may be an infringement of copyright if done without proper license or the consent of the copyright owner. Examples of infringing uses of copyrighted works would include uploading materials to a commercial third party web site, or making paper or electronic reproductions of all, or a substantial part, of works such as textbooks for commercial purposes.

Students who upload to CourseLink copyrighted materials such as book chapters, journal articles, or materials taken from the Internet, must ensure that they comply with Canadian Copyright law or with the terms of the University's electronic resource licenses.

For more information about students' rights and obligations with respect to copyrighted works, review [Fair Dealing Guidance for Students](#).

<https://www.lib.uoguelph.ca/about/policies/fair-dealing-policy>

## Plagiarism Detection Software

Students should be aware that faculty have the right to use software to aid in the detection of plagiarism or copying and to examine students orally on submitted work. For students found guilty of academic misconduct, serious penalties, up to and including suspension or expulsion from the University can be imposed.

## Recording of Materials

Presentations which are made in relation to course work—including lectures—cannot be recorded or copied without the permission of the presenter, whether the instructor, a classmate or guest lecturer. Material recorded with permission is restricted to use for that course unless further permission is granted.

## Disclaimer

Please note that the ongoing COVID-19 pandemic may necessitate a revision of the format of course offerings, changes in classroom protocols, and academic schedules. Any such changes will be announced via CourseLink and/or class email.

This includes on-campus scheduling during the semester, mid-terms and final examination schedules. All University-wide decisions will be posted on the [COVID-19 website](#) and circulated by email.

<https://news.uoguelph.ca/2019-novel-coronavirus-information/>

## **Illness**

Medical notes will not normally be required for singular instances of academic consideration, although students may be required to provide supporting documentation for multiple missed assessments or when involving a large part of a course (e.g., final exam or major assignment).

## **Covid-19 Safety Protocols**

For information on current safety protocols, follow these links:

[How U of G Is Preparing for Your Safe Return](#)

[Guidelines to Safely Navigate U of G Spaces](#)

Please note, these guidelines may be updated as required in response to evolving University, Public Health or government directives.

<https://news.uoguelph.ca/return-to-campus/how-u-of-g-is-preparing-for-your-safe-return/>

<https://news.uoguelph.ca/return-to-campus/spaces/#ClassroomSpaces>