

THE UNIVERSITY OF WINNIPEG  
DEPARTMENT OF GEOGRAPHY  
INTRODUCTORY ATMOSPHERIC SCIENCE  
2022 WINTER TERM  
January 6<sup>th</sup> – April 6<sup>th</sup>, 2022



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**Lectures:** GEOG-1201 (3)-761  
Voice-over PowerPoint - Online Asynchronous

**Instructor:** Dr. Jay Maillet  
Office – 5L04 (Lockhart Hall)  
Cell: 306-850-9445  
Office: 204-786-9886  
E-mail : [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca)  
Office Hours:

- Zoom: Wednesday 10:30 – 11:30am
- Zoom: Friday 10:30 – 11:30am

\* or by appointment  
My Personal Zoom Meeting Room  
<https://zoom.us/j/2336096379>

**Lab Coordinator:** Dr. Jay Maillet E-mail: [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca)  
**Lab Instructors:** Patrick Harney E-mail: [harney-p@webmail.uwinnipeg.ca](mailto:harney-p@webmail.uwinnipeg.ca)  
Patrick Carty E-mail: [carty-p@webmail.uwinnipeg.ca](mailto:carty-p@webmail.uwinnipeg.ca)  
Haven Soto E-mail: [soto-h@webmail.uwinnipeg.ca](mailto:soto-h@webmail.uwinnipeg.ca)

**Teaching Assistant:** Kaelyn Middleton E-mail: [kaemidds@gmail.com](mailto:kaemidds@gmail.com)

**Labs:**

<b>Section</b>	<b>Day</b>	<b>Time</b>	<b>Room</b>	<b>Instructor</b>
GEOG-1201L-075	Online Asynchronous		Nexus	J. Maillet
GEOG-1201L-074	Monday	10:30 – 12:20	4CM42*	P. Harney
GEOG-1201L-076	Wednesday	8:30 – 10:20	4CM42*	P. Carty
GEOG-1201L-077	Wednesday	13:30 – 15:20	4CM42*	H. Soto

\*in-person labs will be delivered online synchronous (zoom) until further notice.

**Course Nexus:** Use your WebAdvisor User ID and password  
Login at: <https://nexus.uwinnipeg.ca>

**Lab Nexus:** Materials for in-person labs (sections 074, 076, 077) are posted on a separate Nexus site. Section 075 is delivered online asynchronous and has a dedicated Nexus.

**Note:** If you are enrolled in an “in-person” lab, you should have access to the “Lab for Intro Atmospheric Science” Nexus. If you are enrolled in the online lab section, you should have access to the “Online Lab for Intro Atmospheric Science” Nexus. Everyone should have access to the course Nexus. Alert the instructor if this is not the case.

**Textbook (Recommended):****Geosystems: An Introduction to Physical Geography**

Updated 4th Canadian edition, e-book

R.W. Christopherson, G.H. Birkeland, M.-L. Byrne, and P.T. Giles (2019)

Pearson Education, Inc. ISBN 978-0-13-340552-1.

**Textbook Website:** <https://www.pearson.com/store/p/geosystems-an-introduction-to-physical-geography-updated-fourth-canadian-edition/P100002992950>

**This course is Nexus enhanced. All information posted on the Nexus site for this course is required reading unless otherwise indicated.**

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**For assistance and/or questions:**

- Instructor Office Hours
    - Virtual (Zoom): Wednesday 10:30 – 11:30am
    - Virtual (Zoom): Fridays 10:30 – 11:30am or by appointment
      - Virtual Office: <https://zoom.us/j/2336096379>
  - Online Forum (“Intro Geo” Discord; <https://discord.gg/bxKNJyWv>)
    - Ask your colleagues
    - Share resources
    - Build community
  - Ask your TA or Lab Instructor (see contact information above)
  - Attend live tutorial sessions (Zoom; Wednesday evening 4:30 – 5:30pm\*)  
\*Schedule may be subject to change
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**How to Contact Jay:**

Use your University of Winnipeg email address for course-related correspondence (name@webmail.uwinnipeg.ca). Do not use the Nexus email function. Please do not use your gmail or hotmail (or whatever) accounts to correspond with the instructor; these usually get blocked by our spam filter. When contacting the instructor, please make sure you use a proper subject heading for the email (e.g. Introductory Atmospheric Science question). The instructor will make every attempt to respond promptly except on weekends. The instructor will use your University of Winnipeg email to contact you, when necessary.

**Lectures:**

- Since the lectures will be asynchronous, students are not required to be present at any particular time.
- All the materials for this course will be posted on Nexus.
- The instructor will upload video lectures and supplementary materials on Nexus for students to access.

- New materials will be made available weekly (on Monday morning at the latest).
- Students are responsible for keeping up with weekly materials.
- Lectures and labs are complementary. It may be beneficial to review course materials before your weekly lab, however this is not necessarily required.

### **Labs:**

- The labs in Introductory Atmospheric Science are considered integral parts of the course and will be presented as such.
- Therefore, it is the responsibility of the student to attend all scheduled labs and to complete the assignments as required. **If you are registered in an in-person lab section, you are expected to attend in-person.**
  - **In response to the omicron variant, we have pivoted to online synchronous (zoom) delivery for the “in-person” labs.**
- **Possible Return to In-Person Instruction:**
  - If the University deems it safe to do so, the labs will revert to in-person, on-campus instruction after the mid-term Reading Week.
  - Therefore, students registered in the in-person lab sections should plan to attend “in-person” after the mid-term Reading Week.
- All information pertaining to the labs will be posted to the dedicated lab nexus sites.
- Labs in this course will begin the week of **January 10<sup>th</sup>** and will be conducted in-person (sections 074, 076, 077) or online asynchronous (section 075). Please review all materials posted to your lab’s nexus prior to attending your lab.
- The online asynchronous lab section (075) has a dedicated nexus site. Materials will be made available here on the Monday of each week by 9:00am.
- Completed lab assignments are to be submitted digitally (unless indicated otherwise) uploaded to nexus in a single file of appropriate type (PDF or Word). These are due the following week, prior to your regular lab time.
  - e.g. for section 074 (Monday 10:30 – 12:20), each lab assignment is due by 10:29 the following Monday.
- For the online asynchronous section (075), each lab assignment is due Monday by 8:59am, the week following when it was posted.
  - e.g. lab assignment #1 (posted Monday, January 10<sup>th</sup>), is due the following Monday, January 17<sup>th</sup> by 8:59 am.

### **Tutorial Sessions:**

- Tutorial sessions will be offered most weeks (except during reading week and on days when the university is closed).
- Tutorial sessions are to be held remotely, live via Zoom, Wednesday evenings from 4:30 – 5:30pm. \*Schedule may be subject to change.
  - Once the schedule has been finalized, a zoom link will be provided.
- During tutorial sessions, members of the teaching team (the course instructor, lab instructors, and/or TA) will be present to help address student questions.
- The main focus of the tutorial sessions is to assist students with weekly lab

assignments; however, the teaching team may also address questions regarding course materials.

## **NEXUS:**

- Documents related to this course and the labs (e.g. course syllabus, project / assignment guidelines, quizzes, lecture slides, lecture capture or voice over videos, supplemental readings, and all other supplementary materials) will be made available to students via the course and lab Nexus sites.
- You must be registered in the course and in one of the lab sections to have access to these materials. To log into NEXUS, go to: <https://nexus.uwinnipeg.ca/>
- If you encounter difficulties with Nexus, contact the help desk at 204-786-9149 or [help.desk@uwinnipeg.ca](mailto:help.desk@uwinnipeg.ca)

*\*Please note: Communication with the instructor, lab instructors, or teaching assistant can be done during office hours, during live tutorial sessions, or via e-mail. when corresponding with the teaching team, please use your University of Winnipeg email account: [name@webmail.uwinnipeg.ca](mailto:name@webmail.uwinnipeg.ca).*

## **1. COURSE INFORMATION**

### **1.1. Course Description**

This course is an introduction to the atmospheric sciences of climatology and meteorology. The introduction to climatology examines how and why average atmospheric conditions (i.e., climates) vary from place to place and over time (e.g., over months, years, centuries). The introduction to meteorology surveys the nature of the atmosphere and the causes and characteristics of short-term atmospheric conditions (i.e., weather). Methods of collecting and analyzing climate and weather data are reviewed, as are the ways in which atmospheric processes interact with other components of the ecosphere (e.g., the biosphere, lithosphere, hydrosphere, humans).

### **1.2. Course Objectives**

By the end of this course students should be able to describe or explain and better understand:

- the primary elements that make up the atmosphere
- the vertical structure of the atmosphere
- the nature of electromagnetic radiation and the other forms of energy important in the climate system
- the factors affecting incoming solar radiation and outgoing terrestrial radiation
- the components and characteristics of Earth's energy balance
- the factors that determine the daily and seasonal cycles of temperature
- the forces of motion that produce winds in the lower and upper atmosphere and currents in the oceans
- earth's average pressure, wind, temperature and precipitations patterns
- the processes related to cloud and precipitation formation

- the basic methods and tools involved in weather monitoring and forecasting
- the characteristics of Earth's hydrological cycle
- the characteristics of cyclones, anticyclones, air masses and fronts
- the basic characteristics of thunderstorms and hurricanes
- the causes and characteristics of Earth's general circulation
- the causes and characteristics of Earth's various climates
- the basic causes of climate change, in the past and currently

### **1.3. Topics for Discussion**

The following topics will be covered during the lectures. Due to time constraints and/or unforeseen circumstances, the instructor reserves the right to alter the topics and/or the order of presentation. The listed readings may be found in the recommended textbook; additional required readings and/or materials for review may be posted on the nexus site for this course. Students are advised to complete each reading prior to reviewing associated materials posted to Nexus. Unless otherwise indicated, you are responsible for understanding all information covered in these readings.

<b>TOPIC</b>	<b>READINGS</b>
INTRODUCTION: to the course and to physical geography. Course outline, grading, regulations, expectations. Physical geography as a discipline and foundation for the environmental sciences; scale of study; systems; location and time.	Chapter 1
THE ATMOSPHERE: Atmospheric composition and structure, concepts of temperature/pressure/density, temperature profile, lapse rates, functional layers	Chapter 3 Chapter 5
EARTH-SUN RELATIONSHIPS: The seasons, revolution, rotation, tilt, axial parallelism, sphericity, aphelion, perihelion, solstices/equinoxes, declination, subsolar point, sun diagrams, ice cores, Milankovic cycles	Chapter 2
RADIATION AND ENERGY BALANCE: Energy, electromagnetic radiation, solar/terrestrial radiation, solar constant, shortwave vs longwave, insolation, transmission, absorption, emission, reflection, scattering, Wien's Law, Stefan-Boltzmann Law, net radiation, conduction, convection, latent heat, energy balance, greenhouse effect, surface energy balance	Chapter 2 Chapter 4
GLOBAL TEMPERATURE: Temperature controls, land-water contrasts, maritime-continental effects, temperature patterns, wind chill, isotherms,	Chapter 5
WATER AND HUMIDITY: Water on earth, hydrologic cycle, evapotranspiration, water budgets, unique properties of water, humidity, saturation, relative humidity, specific humidity, dew-point temperature, vapour pressure, measurement	Chapter 7 Chapter 9
STABILITY, CLOUDS, AND PRECIPITATION: Stability, instability, adiabatic processes, dry/wet adiabatic rates, lifting condensation level, types of cloud, classification of clouds	Chapter 7

PRESSURE PATTERNS, WINDS, AND OCEAN CURRENTS: Pressure gradient force, Coriolis force, friction, wind measurement, cyclones, anticyclones, global pressure patterns, thermal vs dynamic patterns, general circulation, ITCZ, equatorial trough, subtropical high pressure belt, Hadley cell, trade winds, westerlies, jet streams, Rossby waves, local winds, monsoons, ocean currents, thermohaline circulation	Chapter 6
AIR MASSES AND WEATHER SYSTEMS: Air masses, lifting mechanisms, cold and warm fronts, occlusions, cyclogenesis, storm tracks, upper-level convergence and divergence, weather maps	Chapter 8
PRECIPITATION AND EXTREME WEATHER: Condensation nuclei, formation and measurement of precipitation, types of precipitation, thunderstorms, tornadoes, hurricanes	Chapter 8
CLIMATE CLASSIFICATION: Climate components, climatic regions	Chapter 10
CLIMATE VARIABILITY AND CHANGE: El Niño Southern Oscillation (ENSO), PDO, NAO, AO, causes of climate change, global warming	Chapter 6 Chapter 11

#### **1.4. Laboratories**

A video intro and document outlining lab procedures will be posted week 1 (**January 6<sup>th</sup>**) on the dedicated Nexus site for the lab portion of this course. Review this material before attending your first lab. Labs in this course will begin during the first full week of class (**January 10<sup>th</sup>**).

Students must be registered in one of the following lab sections:

<b>Section</b>	<b>Day</b>	<b>Time</b>	<b>Room</b>	<b>Instructor</b>
GEOG-1201L-075	Online Asynchronous		Nexus	J. Maillet
GEOG-1201L-074	Monday	10:30 – 12:20	4CM42	P. Harney
GEOG-1201L-076	Wednesday	8:30 – 10:20	4CM42	P. Carty
GEOG-1201L-077	Wednesday	13:30 – 15:20	4CM42	H. Soto

If you wish to change lab sections, you **MUST** contact the lab coordinator (Dr. Jay Maillet) during the first week of classes. Changes will be made only if space permits. It is imperative that all students attend their scheduled lab sections.

**Details concerning the laboratory component of this course will be provided by your lab Instructor. This person should be your first point of contact, they are responsible for delivering materials, as well as accepting and grading your assignment submissions.**

## 2. IMPORTANT DATES

Lecture Begins	Jan. 6 <sup>th</sup> , 2022
Period when Winter Term course registration, course adds/drops and section changes occur.	Jan. 6 <sup>th</sup> – 19 <sup>th</sup> , 2022
Winter-term reading week - no classes	Feb. 20 <sup>th</sup> – 26 <sup>th</sup> , 2022
Louis Riel day - university closed	Feb. 21 <sup>st</sup> , 2022
<b>MIDTERM EXAM</b>	Feb. 28 <sup>th</sup> , 2022 (6:00 – 7:00pm)
Final date to withdraw without academic penalty	Mar. 16 <sup>th</sup> , 2022
Lectures end	Apr. 6 <sup>th</sup> , 2022
Lab Exam	Apr. 7 <sup>th</sup> , 2022 (10:00 – 11:00am)
Exam period	Apr. 8 <sup>th</sup> – 22 <sup>nd</sup> , 2022

Please refer to the 2021 - 2022 Course Calendar for additional dates and schedules.

## 3. GRADING PROCEDURE

QUIZZES	10%	10 quizzes (worth 1% each) administered over the course of the term, at the end of most weeks.
MID-TERM THEORY TEST	20%	<b>Monday, February 28<sup>th</sup>, 2022, 6:00 – 7:00pm</b>
LAB ASSIGNMENTS	20%	DUE DATES: prior to the start of the next lab; or as indicated by the Lab Instructor.
FINAL LAB EXAM	20%	Apr. 7 <sup>th</sup> , 2022, at 10:00am* *Dates and times will be confirmed by your lab Instructor.
FINAL THEORY EXAM	30%	Please check: <a href="https://www.uwinnipeg.ca/exam-schedules">https://www.uwinnipeg.ca/exam-schedules</a> for final exam schedule. <b>Cumulative: covering all course materials</b>
<b>TOTAL</b>	<b>100%</b>	

\* Final grades will be assigned based accumulated scores from the above components.

\* There are 9 lab assignments. Each assignment will contribute just over 2.2% to the total of 20%. The Final Lab Exam will be based on materials from all 9 assignments. Due dates: as indicated by your lab instructor (see above). Late submissions will not be accepted for grading (except in circumstances where the lab instructor agrees that good reason has been provided) and as a consequence, a grade of “zero” will be assigned. Please send an email to your lab instructor (see emails above) if an issue arise that will prevent you from submitting your lab assignment on time.

Senate approved grades for courses include A+, A, A-, B+, B, C+, D, and F. The University does not have a standardized numerical grade conversion scale for each letter grade. The following numeric grading system **provides guidelines** only for the separation of letter grades in this course. These boundaries may be adjusted at the requested of the Geography Department Review Committee or University Senate. Final letter grades are based on accumulated numeric grades during the course. For this course, grade equivalents are as follows:

Percent	0-49.9	50-59.9	60-64.9	65-69.9	70-74.9	75-79.9	80-84.9	85-89.9	90-100
Letter Grade	F	D	C	C+	B	B+	A-	A	A+

The Final Theory Exam must be written as scheduled in the 2021-2022 Fall/Winter Timetable; alternate dates will not be considered. If you have a final Theory Exam conflict (i.e., two final exams on the same date and time), or if exceptional circumstances prevent you from writing the exam as scheduled, you must contact Academic Advising immediately, otherwise, you must write the final exam as scheduled. Please refer to section 9d, of Regulation and Policies in the 2021-2022 Undergraduate Academic Calendar link: (<http://www.uwinnipeg.ca/index/calendar-calendar>).

Alternate test dates will be considered in very exceptional cases and for legitimate reasons only; vacation travel is not an acceptable reason. If you miss a test, you must contact your instructor as soon as possible. Documentation (i.e., proof of illness or circumstances beyond your control) may be required before alternate arrangements can be made.

### **Test/Exam Identification Policy**

If the final exam is in-person, students are required to show their University of Winnipeg student identification. Take-home or remote exams will be administered or submitted via Nexus where responses should also be uploaded. The use of a simple calculator is allowed but no other electronic devices are permitted, unless otherwise indicated.

## **4. VOLUNTARY WITHDRAWAL**

(Please refer to the 2021 - 2022 Calendar for Voluntary withdrawal procedures).

**\*\*You must formally withdraw from a course. If you simply stop going to classes, you may receive an "F" on your transcript and loss of tuition credit.**

Please note the following deadline dates for voluntary withdrawal for courses:

- Wednesday, March 16<sup>th</sup>, 2022; FINAL DATE to withdraw without academic penalty from courses which begin in January 2022 and end in April 2022 of the 2022 Winter Term.



\*\*\*Please contact the instructor before withdrawing from the course.

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## 5. COURSE POLICIES

### 5.1. Late Work

Unless prior arrangements have been made, any quizzes, activities, and/or assignments that may be assigned and that are handed in late (after the specified time/date) will not be accepted and will be assigned a grade of zero. An alternative late penalty of -20% per day of the earned grade may be applied if indicated by your course or lab instructor.

### 5.2. Test/Exam Format, Identification and Equipment Policy

All exams and tests must be written as scheduled above and in the 2021 – 2022 Course Calendar; the **Final Theory Exam** must be written as scheduled in the 2021 – 2022 Final Exam Schedule. Alternate dates will not be considered except for exceptional circumstances. If you have a **Final Theory Exam** conflict (i.e., two final exams on the same date and time), or you are unable to attend because of medical, religious holiday celebration, or compassionate reasons, or if other circumstances beyond your control prevent you from writing the exam as scheduled, you must contact Academic Advising immediately; otherwise, you must write the final exam as scheduled. Please refer to the appropriate section of Regulation and Policies in the 2021 – 2022 Course Calendar link: (<http://www.uwinnipeg.ca/index/calendar-calendar>).

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams or during lectures/laboratories are encouraged to contact Accessibility Services (AS) at 204.786.9771 or <https://www.uwinnipeg.ca/accessibility-services/> to discuss appropriate options. All information about a student's disability or medical condition remains confidential.

### 5.3. Netiquette

Students are expected to conduct themselves in a professional manner when engaging with each other, the course instructor, the lab instructors, and teaching assistant. Most importantly, be respectful. Note: tone is quite tricky in an online environment, be sure to re-read things like emails and posts before sending / posting. For tips and tricks: <https://www.rasmussen.edu/student-experience/college-life/netiquette-guidelines-every-online-student-needs-to-know/>  
<https://www.grammarly.com/blog/email-etiquette-rules-to-know/>

### 5.4. Other

If you send me an email, please use my University of Winnipeg e-mail address: [j.maillet@uwinnipeg.ca](mailto:j.maillet@uwinnipeg.ca) with a relevant subject line (e.g. Question GEOG 1201) and I will do my best to reply promptly. Alternatively, you can contact me using the Nexus e-mail system, however I will generally reply more promptly to an e-mail sent to my

University of Winnipeg e-mail address.

I will make every reasonable attempt to:

- i) Return assignments/tests/exams to students in a timely fashion, normally within 2 weeks; and
  - ii) ensure that students do not have to write term tests or examinations on the date of a religious holiday. Alternate arrangements may be made when conflicts do arise. Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide an opportunity for students to make up examinations without penalty. A list of religious holidays can be found in the 2021 - 2022 Undergraduate Academic Calendar.
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## 6. OTHER INFORMATION

1. A permitted or necessary change in mode of delivery may require adjustments to important aspects of course outlines, like class schedule and the number, nature, and weighting of assignments and/or exams.
  2. Students can find answers to frequently asked questions related to remote learning here: <https://www.uwinnipeg.ca/covid-19/remote-learning-faq.html>.
  3. When it is necessary to cancel classes due to exceptional circumstances, the instructor will make every effort to inform you via uwinnipeg email.
  4. Students are reminded that they have a responsibility to regularly check their uwinnipeg email addresses to ensure timely receipt of correspondence from the University and/or their course instructors.
  5. Your uwinnipeg email address will normally be used for course-related correspondence.
  6. Please note that withdrawing before the VW date does not necessarily result in a fee refund.
  7. No classes: February 20<sup>th</sup> – 26<sup>th</sup>, 2022; Midterm Reading Week.
  8. The first day of class is January 6<sup>th</sup>, 2022. Lecture ends April 6<sup>th</sup>, 2022. The Winter 2022 evaluation period runs from April 8<sup>th</sup> – 22<sup>nd</sup>, 2022. See <https://www.uwinnipeg.ca/academics/calendar/docs/dates.pdf> for all dates.
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## 7. ACADEMIC REGULATIONS AND POLICIES

It is your responsibility to be familiar with the information on Academic Regulations and Policies listed in the 2021 - 2022 University of Winnipeg Course Calendar [www.uwinnipeg.ca/index/calendar-calendar](http://www.uwinnipeg.ca/index/calendar-calendar). This section covers grading, transcripts, challenge for credit, academic standing, student discipline (academic and non-academic misconduct), appeals including grade appeals, general university policies and codes, and graduation.

## **7.2. Academic Conduct**

A summary of important information regarding Academic Misconduct follows. Where discrepancies exist between the text below and the Course Calendar, the Course Calendar will prevail.

## **7.3 Academic Misconduct**

*Avoiding Academic and Non-academic Misconduct.* Students are encouraged to familiarize themselves with the Academic Regulations and Policies found in the University Academic Calendar at:

<https://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf> . Particular attention should be given to subsections 8 (Student Discipline), 9 (Senate Appeals), and 10 (Grade Appeals). Please note, in particular, the subsection of Student Discipline pertaining to plagiarism and other forms of cheating. Detailed information can be found at the following:

- Academic Misconduct Policy and Procedures:  
<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/academic-misconduct-procedures.pdf>
- Non-Academic Misconduct Policy and Procedures:  
<https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>

**Misuse of Filesharing Sites.** Uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) involves “aiding and abetting” plagiarism. Students who do this can be charged with Academic Misconduct.

**Avoiding Copyright Violation.** Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides – irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board. Students found to be in violation of an instructor’s intellectual property rights could face serious consequences pursuant to the *Academic Misconduct* or *Non-Academic Misconduct Policy*; such consequences could possibly involve legal sanction under the *Copyright Policy* ([https://copyright.uwinnipeg.ca/docs/copyright\\_policy\\_2017.pdf](https://copyright.uwinnipeg.ca/docs/copyright_policy_2017.pdf)).

**Research Ethics.** Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain research ethics approval before commencing data collection. Exceptions are

research activities done in class as a learning exercise. For submission requirements and deadlines, see <http://www.uwinnipeg.ca/research/human-ethics.html>.

Plagiarism. The University of Winnipeg has a library video tutorial entitled “Avoiding Plagiarism, which can be accessed at: <https://www.youtube.com/watch?v=UvFdxRU9a8g>.

### **7.3.1. Forms of Academic Misconduct**

see online: <http://uwinnipeg.ca/academics/calendar/docs/regulationsandpolicies.pdf>

- Plagiarism: includes presenting other people’s published or unpublished work in part or as a whole as your own. This includes material from lab manuals, essays, journal articles, books, etc. Plagiarism also refers to submitting the same work in more than one course without both instructors’ permission and to the situation where two or more students submit identical (or nearly identical) work for evaluation when the work was to be completed individually.
- Cheating: includes copying another person’s answer on a test, communicating with another person during a test or exam, consulting unauthorized sources (including written and electronic sources), obtaining a copy (of all or part) of a test/exam/assignment before it is officially available, purchasing tests, essays or other assignments and submitting the work as your own.
- Improper Academic/Research practices: include fabricating or falsifying results, using other peoples’ research findings without permission, misrepresenting research results or methods, referring to non-existent sources or investigators, or contravening the University’s Policy and Procedures on Research Integrity.
- Obstructing academic activities of another person: for example interfering with another person’s access to pertinent resources or information to gain academic advantage.
- Impersonation: both impersonation of another individual or allowing someone to impersonate you.
- Falsification or Modification of an Academic Record: including tests, transcripts, letters of permission, etc.
- Aiding and Abetting Academic Misconduct.

### **7.2.2. Penalties for Academic Misconduct**

Penalties for academic misconduct include, but are not limited to:

- Written warning
- Lower or failing grade on an assignment or test
- Lower or failing grade in a course
- Denial of admission or readmission to the University
- Forfeiture of University awards or financial assistance
- Suspension from the University for a specified period of time
- Withholding or rescinding a U of W degree, certificate or diploma
- Expulsion from the University

### **7.2.3 Procedures for Academic Misconduct**

All allegations of academic misconduct must be reported initiating a process which involves several steps. These include procedures involving the instructor of the course in which the misconduct is alleged to have occurred, the Departmental Review Committee, and the Senate Academic Misconduct Committee. Students facing a charge of academic or non-academic misconduct may choose to contact the UWSA Student Advocacy Centre where Student advocates will be available to answer any questions about the process, help with building a case and ensuring students have access to representation. For more information or to schedule an appointment, visit the UWSA website at [www.theuwsa.ca/academic-advocacy](http://www.theuwsa.ca/academic-advocacy) or call 204-786-9780.

### **7.2.3 Non-Academic Misconduct / Respectful Learning Environment**

Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used. Behaviour, communication, or acts that are inconsistent with a number of UW policies (e.g. *Respectful Working and Learning Environment Policy* <https://www.uwinnipeg.ca/respect/respect-policy.html>, *Acceptable Use of Information Technology Policy* <https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf>) could be considered “non-academic” misconduct. More detailed information can be found here:

*Non-Academic Misconduct Policy and Procedures:*

<https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-policy.pdf> and <https://www.uwinnipeg.ca/institutional-analysis/docs/student-non-academic-misconduct-procedures.pdf>

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## **8. UNIVERSITY SERVICE INFORMATION**

### **8.1. Accessibility Services**

Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams (e.g., private space) or during lectures/laboratories (e.g., note-takers) are encouraged to contact Accessibility Services (AS) at 786-9771 or [accessibilityservices@uwinnipeg.ca](mailto:accessibilityservices@uwinnipeg.ca) to discuss appropriate options. All information about a student’s disability or medical condition remains confidential. <http://www.uwinnipeg.ca/accessibility>.

### **8.2. Indigenous Student Services**

Indigenous students seeking additional supports, academic or other, are encouraged to contact the Aboriginal Student Services Centre (ASSC). The ASSC offers a variety of support services, and was created to maintain a safe, educational and culturally sensitive environment for all Aboriginal students (First Nation, Metis and Inuit) as they pursue their academic studies at The University of Winnipeg. More information

can be found at: <http://www.uwinnipeg.ca/assc/>

### **8.3. Respectful Working and Learning Environment Policy**

All students, faculty and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. The UW Respectful Working and Learning Environment Policy may be found online at [www.uwinnipeg.ca/respect](http://www.uwinnipeg.ca/respect).

### **8.4. Academic Accommodation for Religious Reasons**

Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide an opportunity for students to make up examinations without penalty. A list of religious holidays can be found at: <http://uwinnipeg.ca/academics/calendar/docs/important-notes.pdf>

### **8.5. Student Wellness**

The University of Winnipeg provides comprehensive general and specialized counselling and health services to all students for free at the Wellness Centre, located on the first floor of Duckworth Centre (1D25). For more information see <https://www.uwinnipeg.ca/student-wellness/>

**The instructor retains the right to make changes to the above course structure and procedures as circumstances require.**

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*In the event of extenuating circumstances I reserve the right to make changes to any information presented in this document, after consulting with, or with the approval of, the class. Changes in test dates require the unanimous approval of the class.*