You will receive no adjustment to your fees in the event that you are dropped from a course for failing to have the necessary prerequisites. The current list of prerequisites and/or antirequisites is available in the Western Academic Calendar at www.westerncalendar.uwo.ca

Course format

2 hour lecture, **1 hour community service**, 0.5 credit
Lecture: Wednesday 10:30-12:30, Room HSB-35
Tutorials: Working with community partner as a group

Important note: Considering that time dedicated to community engagement does not require scheduling of a classroom at Western, the service hour was not included into the Academic Time Table. Students should be aware that they are expected to spend a minimum of one hour per week working on a project with their community partner.

Course website

WebCT OWL. To fully benefit from custom made modules you should log into your WebCT OWL account using Mozilla Firefox browser (free download available from http://www.mozilla.org/en-US/firefox/new/). The newest version of Explorer will not display some graphics incorporated into the course content page and modules.

Required Readings

Readings are assigned in accord with project topics identified by community partners. All readings are indicated in the Class Schedule below. For the last Reflection Assignment the recommended reading is: Grabinski, Joanne C. (2007). *101 Careers in Gerontology. Is Aging the Field for You?* New York, NY: Springer Publishing Company.

Course Evaluation

In this community service learning essay course there will be a number of opportunities for evaluation of your learning, engagement in your teams and quality of contribution to the projects. Fifty percent (50%) of the grade is based on individual performance and 50% on team performance (with 30% of team grade dedicated to the final Implementation Report). A group exercise will be conducted in week 3 where all students in the class will decide by the team consensus on setting weights for each grade component. Minimum grade weight is 5% and maximum 15% per component. The final decision is irreversible.

Grade type	Grade component	Evaluator					
Individual performance 50%							
	In -class participation- attendance, discussion,						
%	contribution	Professor/TA					
	Group participation – preparation, communication,						
%	participation, respect of others, flexibility	Team member evaluation					
%	Quizzes - based on assigned readings	Professor					
%	Reflections - quality & formatting	Professor					

Class Schedule and Content

		Community
Week	Lecture	Service
		Learning

COURSE INTRODUCTION

Welcome, introductions, overview of the syllabus and expectations Introduction to Community Service Learning

Guest speakers: Stephanie Hayne and Anne-Marie Fisher (basic principles, why use it, contacts with partners, behaviour expectations, professionalism)

Sep 14

1

10

Nov

16

Other Important Information

Plagiarism – Plagiarism is a major academic offence (see: Academic Policies at the end of this syllabus). DO NOT CHEAT OR PLAGIARIZE! It is not worth it!

Late assignments – late submissions <u>will NOT be accepted</u>. A grade of zero will be assigned to any assignment submitted after the deadline. There will be no make-up assignments. It is your responsibility to attend all lectures and work with your teams and community partners. Extenuating circumstances may be considered on a case-by-case basis. Please take up such issues with the professor.

Grading and Appeals – All grades are sent to the Director for approval. Faculty cannot release final grades until they have been calculated by the Faculty and reviewed by the Director.

Re-grading policy – Disputes regarding grades should be taken up with the professor. If an assignment or final report is to be re-graded the professor reserves the right to re-grade the entire body of work which might result in points lost.

Privacy – SHS policy does not permit student grades to be e-mailed or discussed over the phone.

Academic Policies

Student Code of Conduct

The purpose of the Code of Student Conduct is to define the general standard of conduct expected of students registered at The University of Western Ontario, provide examples of behaviour that constitutes a breach of this standard of conduct, provide examples of sanctions that may be imposed, and set out the disciplinary procedures that the University will follow. For more information, visit http://www.uwo.ca/univsec/board/code.pdf.

English Proficency for the Assignment of Grades

Visit the website http://www.uwo.ca/univsec/handbook/exam/english.pdf.

<u>Accommodation for Medical Illness or Non-Medical Absences</u> http://www.uwo.ca/univsec/handbook/appeals/accommodation_medical.pdf

The University recognizes that a students ability to meet his/her academic responsibilities may, on occasion, be impaired by medical illness. Illness may be acute (short term), or it may be chronic (long term), or chronic with acute episodes. The University further recognizes that medical situations are deeply personal and respects the need for privacy and confidentiality in these matters. However, in order to ensure fairness and consistency for all students, academic accommodation for work representing 10% or more of the students overall grade in the course shall be granted only in those cases where there is documentation indicating that the student was seriously affected by illness and could not reasonably be expected to meet his/her academic responsibilities.

A UWO Student Medical Certificate (SMC) is required where a student is seeking academic accommodation. This documentation should be obtained at the time of the initial consultation with the physician or walk-in clinic. An SMC can be downloaded under the Medical Documentation heading of the following website: https://studentservices.uwo.ca/secure/index.cfm.

Documentation is required for non-medical absences where the course work missed is more than 10% of the overall grade. Students may contact their Faculty Academic Counselling Office for what documentation is needed.

Whenever possible, students who require academic accommodation should provide notification and documentation in advance of due dates, examinations, etc. Students must follow up with their professors and their Academic Counselling office in a timely manner. Documentation for any request for accommodation shall be submitted, as soon as possible, to the appropriate Academic Counselling Office of the students Faculty of

Scholastic Offences

Scholastic offences are taken seriously and students are directed to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence, at the following website: http://www.uwo.ca/univsec/handbook/appeals/scholastic discipline undergrad.pdf.

Additionally,

- 1. All required papers may be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. All papers submitted for such checking will be included as source documents in the reference database for the purpose of detecting plagiarism of papers subsequently submitted to the system. Use of the service is subject to the licensing agreement, currently between The University of Western Ontario and Turnitin.com (http://www.turnitin.com).
- Computer-marked multiple-choice tests and/or exams may be subject to submission for similarity review by software that will check for unusual coincidences in answer patterns that may indicate cheating.

Support Services

There are various support services around campus and these include, but are not limited to:

- 1. Student Development Centre -- http://www.sdc.uwo.ca/ssd/
- 2. Student Health -- http://www.shs.uwo.ca/student/studenthealthservices.html
- 3. Registrar's Office -- http://www.registrar.uwo.ca/
- 4. Ombuds Office -- http://www.uwo.ca/ombuds/

If you have difficulties with any aspect of the course, please contact Dr. Zecevic immediately. Do not hesitate to provide constructive feedback, comments and suggestions to the professor and Teaching Assistant as we go along.

With hopes that this will be valuable, inspirational and joyful course that will challenge and uplift you, I wish you an empowering semester of learning and community serving.