

COURSE OUTLINE		
TERM: Fall 2020	COURSE NO: BIOL 300	
INSTRUCTOR:	COURSE TITLE: Molecular Genetics	
OFFICE: LOCAL: E-MAIL: @capilanou.ca	SECTION NO(S):	CREDITS: 4.0
OFFICE HOURS:		
COURSE WEBSITE:		

Capilano University acknowledges with respect the Lil'wat, Musqueam, Squamish, Sechelt, and Tsleil-Waututh people on whose territories our campuses are located.

COURSE FORMAT

Three hours of class time, three hours of lab, plus an additional hour delivered through on-line or other activities for a 15-week semester, which includes two weeks for final exams.

COURSE PREREQUISITES

BIOL 200 (C-)

CALENDAR DESCRIPTION

This course features a detailed examination of the structure, mutability, and expression of the genetic material. Major topics include DNA replication, recombination, repair, and organization. Prokaryotic, eukaryotic, and viral gene expression as well as recombinant DNA methods will also be covered. Students will be introduced to searching and evaluating primary literature and will practice oral and written presentation skills. Laboratory exercises will focus on standard techniques for isolating and characterizing DNA sequences.

COURSE NOTE

BIOL 300 is an approved Science and Technology course for Cap Core requirements.

BIOL 300 is an approved Science course.

BIOL 300 is an approved Laboratory Science course.

REQUIRED TEXTS

Cox, Michael M., Jennifer A. Doudna, Michael O'Donnell. *Molecular Biology: Principles and Practices*, 2nd edition. W. H. Freeman & Company. 2015.

Capilano University. *Biology 300 Molecular Genetics Lab Manual*.

COURSE STUDENT LEARNING OUTCOMES

On successful completion of this course, students will be able to do the following:

- Evaluate experimental evidence, both historical and recent, pertaining to the stability, and expression of genetic information in various cellular contexts.
- Read and discuss critically recent literature in molecular genetics.
- Use and demonstrate proper molecular biology techniques in the detection, purification, separation, and quantification of nucleic acids.
- Design, execute, and evaluate experiments using standard molecular biology laboratory techniques.

Students who complete this Science and Technology course will be able to do the following:

- Evaluate scientific information (e.g. distinguish primary and secondary sources, assess credibility and validity of information).
- Demonstrate how a problem, concept, or process can be modelled numerically, graphically, or algorithmically.
- Explain how scientific inquiry is based on investigation of evidence and evolves based on new findings.
- Participate in scientific inquiry and communicate the elements of the process, including making careful and systematic observations, developing and testing a hypothesis, analysing evidence, and interpreting results.

COURSE CONTENT

Topics for detailed discussion will be selected from the textbook chapters listed below.

Weeks	Topics	Chapters
1-2	Introduction <ul style="list-style-type: none"> • Structure of nucleic acids and proteins • Methods for studying genes and genomes 	7-8
3-7	DNA in the Cell <ul style="list-style-type: none"> • DNA topology and packaging in the cell • DNA replication • Mutation and DNA repair • Recombination 	9-14
8-10	Gene expression <ul style="list-style-type: none"> • Transcription and RNA processing • Translation 	15-18
11-13	Gene regulation	19-22

Weeks	Topics	Chapters
	<ul style="list-style-type: none"> Regulation of gene expression in prokaryotes Regulation of gene expression in eukaryotes 	
14-15	Final Exam Period	

EVALUATION PROFILE

Final grades for the course will be computed based on the following schedule:

Term Work	35%
Laboratory Work	30%
Final Examination	35%
TOTAL	100%

Term work will consist of tests, quizzes and/or assignments. Laboratory work will consist of quizzes, laboratory reports and/or in-lab assessments. The weight of individual tests, quizzes and assignments, etc. are assigned by the instructor.

A pass grade of 50% or above is required on each of the laboratory and term work portions of the course for the student to pass the course.

GRADING PROFILE

A+ = 90-100	B+ = 77-79	C+ = 67-69	D = 50-59
A = 85-89	B = 73-76	C = 63-66	F = 0-49
A- = 80-84	B- = 70-72	C- = 60-62	

Incomplete Grades

Grades of Incomplete "I" are assigned only in exceptional circumstances when a student requests extra time to complete their coursework. Such agreements are made only at the request of the student, who is responsible to determine from the instructor the outstanding requirements of the course.

Late Assignments

Assignments are due at the beginning of the class on the due date listed. If you anticipate handing in an assignment late, please consult with your instructor beforehand.

Missed Exams/Quizzes/Labs etc.

Make-up work is given at the discretion of the instructor. Normally, a score of zero will be given for a missed exam, test, quiz, lab, etc. In certain exceptional situations, the student will be permitted to write a make-up test, defer the assignment to a later date or to replace the score by other marks (see below). The date and timing of any make-up option is at the discretion of the instructor. It may not be possible to reschedule certain labs, tests or other activities.

A score of zero may be avoided when the student meets all of the following conditions:

1. Circumstances are beyond the control of the student which resulted in the exam, test, quiz, lab, etc. to be missed. Such circumstances include serious illness or injury or severe personal crises. They do not include forgetting about the test, lack of preparation for the test, or work-related or social obligations.
2. The student has notified the instructor (or the School of STEM office staff, if the instructor is not available) about the missed exam, test, quiz, lab, etc. Such notification must occur in advance or, at the latest, on the day of the exam, test, quiz, lab, etc.
3. Evidence of the circumstances may be requested. Proper medical documentation of illness or injury may be required from a doctor.
4. The student has been fully participating in the course up until the circumstances that prevented the writing of the exam, test, quiz, lab, etc. Fully participating means regularly attending labs and lectures and turning in assignments in the course.

Attendance

Students are expected to attend all classes and associated activities.

English Usage

Students are expected to proofread all written work for any grammatical, spelling and stylistic errors. Instructors may deduct marks for incorrect grammar and spelling in written assignments.

Electronic Devices

Students may use electronic devices during class for note-taking, calculations and in-class research.

On-line Communication

Outside of the classroom, instructors will (if necessary) communicate with students using either their official Capilano University email or Moodle; please check both regularly. Official communication between Capilano University and students is delivered to students' Capilano University email addresses only.

UNIVERSITY OPERATIONAL DETAILS

Tools for Success

Many services are available to support student success for Capilano University students. A central navigation point for all services can be found at: <https://www.capilanou.ca/student-life/>

Capilano University Security: download the [CapU Mobile Safety App](#)

Policy Statement (S2009-06)

Capilano University has policies on Academic Appeals (including appeal of final grade), Student Conduct, Academic Integrity, Academic Probation and other educational issues. These and other policies are available on the University website.

Academic Integrity (S2017-05)

Any instance of academic dishonesty or breach of the standards of academic integrity is serious and students will be held accountable for their actions, whether acting alone or in a group. See policy and procedures S2017-05 Academic Integrity for more information: <https://www.capilanou.ca/about-capu/governance/policies/>

Violations of academic integrity, including dishonesty in assignments, examinations, or other academic performances, are prohibited and will be handled in accordance with the Student Academic Integrity Procedures.

Academic dishonesty is any act that breaches one or more of the principles of academic integrity. Acts of academic dishonesty may include but are not limited to the following types:

Cheating: Using or providing unauthorized aids, assistance or materials while preparing or completing assessments, or when completing practical work (in clinical, practicum, or lab settings), including but not limited to the following:

- Copying or attempting to copy the work of another during an assessment;
- Communicating work to another student during an examination;
- Using unauthorized aids, notes, or electronic devices or means during an examination;
- Unauthorized possession of an assessment or answer key; and/or,
- Submitting of a substantially similar assessment by two or more students, except in the case where such submission is specifically authorized by the instructor.

Fraud: Creation or use of falsified documents.

Misuse or misrepresentation of sources: Presenting source material in such a way as to distort its original purpose or implication(s); misattributing words, ideas, etc. to someone other than the original source; misrepresenting or manipulating research findings or data; and/or suppressing aspects of findings or data in order to present conclusions in a light other than the research, taken as a whole, would support.

Plagiarism: Presenting or submitting, as one's own work, the research, words, ideas, artistic imagery, arguments, calculations, illustrations, or diagrams of another person or persons without explicit or accurate citation or credit.

Self-Plagiarism: Submitting one's own work for credit in more than one course without the permission of the instructors, or re-submitting work, in whole or in part, for which credit has already been granted without permission of the instructors.

Prohibited Conduct: The following are examples of other conduct specifically prohibited:

- Taking unauthorized possession of the work of another student (for example, intercepting and removing such work from a photocopier or printer, or collecting the graded work of another student from a stack of papers);
- Falsifying one's own and/or other students' attendance in a course;
- Impersonating or allowing the impersonation of an individual;
- Modifying a graded assessment then submitting it for re-grading; or,
- Assisting or attempting to assist another person to commit any breach of academic integrity.

Sexual Violence and Misconduct

All Members of the University Community have the right to work, teach and study in an environment that is free from all forms of sexual violence and misconduct. Policy B401 defines sexual assault as follows:

Sexual assault is any form of sexual contact that occurs without ongoing and freely given consent, including the threat of sexual contact without consent. Sexual assault can be committed by a stranger, someone known to the survivor or an intimate partner.

Safety and security at the University are a priority and any form of sexual violence and misconduct will not be tolerated or condoned. The University expects all Students and Members of the University Community to abide by all laws and University policies, including B.401 Sexual Violence and Misconduct Policy and B.401.1 Sexual Violence and Misconduct Procedure (found on Policy page <https://www.capilanou.ca/about-capu/governance/policies/>)

Emergencies: Students are expected to familiarise themselves with the emergency policies where appropriate and the emergency procedures posted on the wall of the classroom.

DEPARTMENT OR PROGRAM OPERATIONAL DETAILS

PROFESSIONALISM

Students should be able to demonstrate a professional attitude and behaviour: reliability, respect for and cooperation with colleagues, willingness to work calmly and courteously, respect for equipment and systems, and constructive response to criticism. The use of cellphones for non-academic purposes during lecture and lab sessions is prohibited. Students using cell phones inappropriately could be asked to leave the lecture hall or laboratory room by the instructor.

LAB EXEMPTION POLICY FOR STUDENTS REPEATING COURSE

If a student repeating the course has received 65% or better for the laboratory component of the course within the past three terms, they may apply for exemption from the lab. Students must obtain an exemption form from the Biology Laboratory Convenor or from the Coordinator of Biology. The exemption form should be

completed with appropriate signatures and returned to the Biology Laboratory Convenor within the first week of classes. If students are exempted, their previous lab mark will be carried over in calculating their final mark for the course in the current term.

TOOLS FOR SUCCESS

For success in this course, students are expected to attend all lectures and laboratory sessions; come prepared to address topics presented; pre-read laboratory exercises; and complete assigned text book readings. For every one hour of lecture material presented, students should expect to spend at least two hours reviewing material and engaging with the study tools provided.