



COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/chem.html>

Ω Please note: the College electronically stores this outline for five (5) years only.
It is **strongly recommended** you keep a copy of this outline with your academic records.
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

1. Instructor Information

(a)	Instructor:	Steve McKinnon		
(b)	Office Hours:	SEE POSTED TIMES ON OFFICE DOOR		
(c)	Location:	Fisher 348A		
(d)	Phone:	370-3472	Alternative Phone:	
(e)	Email:	mckinnons@camosun.ca		
(f)	Website:	D2L		

2. Intended Learning Outcomes

(No changes are to be made to these Intended Learning Outcomes as approved by the Education Council of Camosun College.)

Upon completion of this course the student will be able to:

1. Have a resume and cover letter ready

3. Required Materials

- (a) Texts- NONE

4. Course Content and Schedule

Seminar course, beginning week 2 and then every even week to week 14, unless otherwise informed.

Please see schedule below:

All seminars are in Ewing 344, Thursdays at 10:30

Schedule to be confirmed

Week Number	Actual date	Speaker
2	September 15 th	Welcome back lunch
4	September 29 th	Laura McPherson, Axys Analytical (ACBT grad)
6	October 13 th	Jan Burian, Visiting scientist UVic Dept. of Biology
8	October 27 th	Silvija Smith, UVic Chemistry
10	November 10 th	Dominic Bergeron, Dean of Arts and Science
12	November 24 th	TBC
14	December 8 th	End of term wrap and lunch

5. Basis of Student Assessment (Weighting)

(This section should be directly linked to the Intended Learning Outcomes.)

- (a) Attendance to all seminars
- (b) Completion of resume

6. Grading System

(No changes are to be made to this section unless the Approved Course Description has been forwarded through the Education Council of Camosun College for approval.)

Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at camosun.ca for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. (For these courses a final grade will be assigned to either the 3 rd course attempt or at the point of course completion.)
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College web site at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

ADDITIONAL COMMENTS AS APPROPRIATE OR AS REQUIRED