# Department of Biochemistry / Department of Pathology and Laboratory Medicine

**The Molecular Basis of Human Cancer; BIOCHEM 4450A/PATHOL 4450A**

Course Syllabus for Fall 2022

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|  | Western University is committed to a **thriving campus**; therefore, your health and wellness matter to us! The following link provides information about the resources available on and off campus to support students: <https://www.uwo.ca/health/> Your course coordinator can also **guide you** to resources and/or services should you need them. |

1. **Technical Requirements:**

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1. **Important Dates:**

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| **Daily calendar** | |  |  | | --- | --- | | **Classes Begin** | **Classes End** | | Tuesday, September 13, 2022 | Tuesday, December 6, 2022 |   \* November 12, 2022: Last day to drop a first-term half course without academic penalty   |  |  |  | | --- | --- | --- | | **Reading Week** | **Study day(s)** | **Exam Period** | | October 31–November 6 | December 9 | December 10–22 | |

1. **Contact Information**

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| **Employee badge** | |  |  | | --- | --- | | **Course Coordinator** | **Contact Information** | | Mike Hallett | MSB 352; michael.hallett@uwo.ca |  |  |  | | --- | --- | | **Instructor(s) or Teaching Assistant(s)** | **Contact Information** | | Dr. Kun Ping Lu | MSB 340; klu92@uwo.ca | | Dr. John Capone | jpc@uwo.ca | | Teaching Assistant TBA | TBA | |  |  | |  |  | |  |  | |  |  | |

1. **Course Description and Design**

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| Decision chart | **Delivery Mode:** in-person  Key cellular pathways that are frequently subverted in tumour cells leading to neoplasia will be discussed, as well as mechanisms by which environmental factors affect tumour development. Cancer models and molecular therapies will also be considered. There are two sections of this course offered.  Pre-requisites:  Biology 2581b, Biochemistry 3381 or Pathology 3500  **Timetabled Sessions**   |  |  |  | | --- | --- | --- | | **Component** | **Date(s)** | **Time** | | Lecture | T | 17:30-19:30 weekly |  * Asynchronous pre-work must be completed prior to sessions * Attendance at sessions is required * Missed work should be completed within 24 hours * A recording will be provided of the sessions * Closed captioning will be provided on audio or video recordings   All course material will be posted to OWL: http://owl.uwo.ca. Any changes will be indicated on the OWL site and discussed with the class.  If students need assistance, they can seek support on the [OWL Help page](https://owlhelp.uwo.ca/students/index.html). Alternatively, they can contact the [Western Technology Services Helpdesk](https://wts.uwo.ca/helpdesk/). They can be contacted by phone at 519-661-3800 or ext. 83800.  [Google Chrome](https://www.google.ca/chrome/?brand=CHBD&gclid=CjwKCAjwxLH3BRApEiwAqX9arfg8JaH6fWGASk9bHTkfW_dyBir93A1-TliP-7u1Kguf-WZsoGAPhBoC9NYQAvD_BwE&gclsrc=aw.ds) or [Mozilla Firefox](https://www.mozilla.org/en-CA/) are the preferred browsers to optimally use OWL; update your browsers frequently. Students interested in evaluating their internet speed, please click [here.](https://www.google.com/search?q=internet+speed+test+google&rlz=1C5CHFA_enCA702CA702&oq=internet+speed+test+google&aqs=chrome..69i57j0l7.3608j0j4&sourceid=chrome&ie=UTF-8) |

1. **Learning Outcomes**

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| Bullseye | Upon successful completion of this course, students will be able to:   * an understanding of the hallmarks of cancer and their underlying genes and processes; * the capacity to evaluate new reports and breakthroughs in cancer in a sound scientific manner; * a conceptual understanding of how cancer model systems and clinical samples have been investigated both traditional assays and also modern “systems biology” approaches; * the capacity to explore cancer-related databases and models; * the ability to offer opinions and exhibit theoretical understanding of novel treatment scenarios; * the skills to communicate technical concepts and experimental results to diverse audiences. |

1. **Course Content and Schedule**

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| Teacher | |  |  |  |  | | --- | --- | --- | --- | | **Week** | **Dates** | **Topic** | **Instructor** | | 1 | Sept 8–11 | -- | -- | | 2 | Sept 12–18 | Orientation; The first hallmarks of Cancer | Dr. MT Hallett | | 3 | Sept 19–25 | Next generation hallmarks/new directions: pathways, microenvironments, systemic responses | Dr. MT Hallett | | 4 | Sept 26–Oct 2 | How genomic events drive cancer | Dr. MT Hallett | | 5 | Oct 3–9 | Genetic events that affect the immune system and leukemia | Dr. R DeKoter | | 6 | Oct 10–16 | Modern tools for exploring cancer | Dr. MT Hallett | | 7 | Oct 17–23 | Role of the lung microenvironment in mediating breast cancer metastasis | Dr. A Allan | | 8 | Oct 24–Oct 30 | MIDTERM |  | | 9 | Oct 31–Nov 6 | Reading Week | N/A | | 10 | Nov 7–13 | Mutations and microenvirionmnet in tumor initiation | Dr. Eva Turley | | 11 | Nov 14–20 | Interactions between a tumor and the patient microbiome and systemic response | Dr. V Dumeaux | | 12 | Nov 21–27 | DNA repair and genome instability | Dr. C Shild-Poulter | | 13 | Nov 28–Dec 4 | The role of stem and progenitor cells in tumor progression and subtype differentiation | Dr. MT Hallett | | 14 | Dec 5–8 | Cancer Immunotherapy | Dr. KP Lu | |

1. **Participation and Engagement**

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| **Raised hand** | * Students are expected to participate and engage with content as much as possible * Students can also participate by interacting in the forums with their peers and instructors |

1. **Evaluation**

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| Checklist RTL | Below is the evaluation breakdown for the course. Any deviations will be communicated.   |  |  |  |  | | --- | --- | --- | --- | | **Assessment** | **Format** | **Weighting** | **Due Date** | | Early Quiz | In class, 30 mins | 5 | October 4, 2022 | | Assignment 1 | Written, submit to OWL | 15 | October 20, 2022 | | Project Proposal | Written, submit to OWL | 5 | October 10, 2022 | | Midterm | In class, 2 hrs | 15 | October 25, 2022 | | Assignment 2 | Written, submit to OWL | 15 | October 30, 2022 | | Project | Written, submit to OWL | 20 | December 8, 2022 | | Final Exam | 2 hours | 25 | December 10, 2022 |  1. All assignments are due at midnight unless otherwise stated. 2. Students are responsible for ensuring that the correct file version is uploaded; incorrect submissions including corrupt files could be subject to late penalties (see below) or a 0 3. Written assignments will be submitted to Turnitin (statement in policies below). 4. Students will have unlimited submissions to Turnitin 5. Rubrics will be used to evaluate assessments and will be posted with the instructions 6. A student might not receive the same grade as their group members if it is determined that the distribution of work was not equal 7. After an assessment is returned, students should wait 24 hours to digest feedback before contacting their evaluator; to ensure a timely response, reach out within 7 days 8. Any grade appeals on assignments, quizzes, or midterm must be received within 3 weeks of the grade being posted. 9. The unofficial website has a [Projects](https://cancer-genetics-western.netlify.app/projects/) page with many suggestions and extensive details about what is expected. 10. The dates for all projects, quizzes, exams and midterms are listed in the syllabus and also [here](https://cancer-genetics-western.netlify.app/syllabus/). The OWL syllabus is the official dates.   Click [here](https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=5&SelectedCalendar=Live&ArchiveID=#SubHeading_73) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.   |  |  |  | | --- | --- | --- | | A+ | 90-100 | One could scarcely expect better from a student at this level | | A | 80-89 | Superior work which is clearly above average | | B | 70-79 | Good work, meeting all requirements, and eminently satisfactory | | C | 60-69 | Competent work, meeting requirements | | D | 50-59 | Fair work, minimally acceptable | | F | below 50 | Fail |   **Information about late or missed evaluations:**   1. If you miss the Quiz, your overall grade will be out of 95. 2. You can be late (by a maximum of 2 days) handing your assignment but only once. Since solutions will need to be released for the Assignment #1 three days before the midterm, any submission after October 22 will be worth a maximum of 5%. This is to be fair and allow students a chance to study the solutions to the assignment. 3. If there is a late submission of the project proposal by more than one week, the proposal will contribute at most 2% to the overall grade (not 5%). 4. Projects must be submitted by the date stated (since we are forced to submit grades in a timely fashion and we have set the date to maximize the amount of time for you to work on it.) 5. If you miss the midterm, your final exam will be worth 25+15 = 40%.   **INC (Incomplete Standing):**If a student has been approved by the Academic Counselling Office (in consultation with the instructor/department) to complete term work at a later date, an INC will be assigned. Students with INC will have their course load in subsequent terms reduced to allow them to complete outstanding course work. Students may request permission from Academic Counselling to carry a full course load for the term the incomplete course work is scheduled.  **SPC** (**Special examination):**If a student has been approved by the Academic Counselling Office to write a Special Examination and the final exam is the only outstanding course component, an SPC will be assigned. If the class has a makeup exam, the student is expected to write the makeup exam. If the class doesn’t have a makeup exam or the student misses the makeup exam for reasons approved by the Academic Counselling Office, the student will write the exam the next time the course is offered. Outstanding SPCs will reduce the course load for the term the exam is deferred as outlined in [Types of Examinations](https://www.westerncalendar.uwo.ca/PolicyPages.cfm?PolicyCategoryID=5&Command=showCategory&Keywords=course%20load&SubHeadingID=70&SelectedCalendar=Live&ArchiveID=#SubHeading_70) policy. |

1. **Communication:**

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| **Chat** | * Students should check the OWL site at least once per week. * Students should email their instructor(s) and teaching assistant(s) email or preferably Slack for Hallett. * Emails/Slack will be monitored daily; students will receive a response in 24hours * This course will use Slack (cancer-genetics-western.slack.ca) for discussions, preferably. On slack we can have a more fluid discussion and the answer to your question can be seen by others - asked once and answered once. Slack has tools for posting a question anonymously. Alternatively, you can direct message (DM) @mike. * Students should post all course-related queries on Slack so that everyone can access the questions and responses |

1. **Office Hours:**

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| **Meeting** | * Office hours will be held in-person. * Office hours will be held Tuesday at 4pm * Office hours will be drop in * Office hours will be individual or group depending on questions. |

1. **Resources**

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| Books | * All resources will be posted in OWL * No required textbook but some recommended (see OWL). |

1. **Professionalism & Privacy:**

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| Lock | Western students are expected to follow the [Student Code of Conduct](https://www.uwo.ca/univsec/pdf/board/code.pdf). Additionally, the following expectations and professional conduct apply to this course:   * All course materials created by the instructor(s) are copyrighted and cannot be sold/shared (e.g., Must Knows Facebook group, Course Hero, Chegg, etc.) * Recordings are not permitted (audio or video) without explicit permission * Remember too that we have many guest lecturers and their presentations are also not be shared beyond the class. Please respect their intellectual property. * Permitted recordings are not to be distributed * Students will be expected to take an academic integrity pledge before some assessments |

Western is committed to providing a learning and working environment that is free of harassment and discrimination. All **students**, staff, and faculty have a role in this commitment and have a responsibility to ensure and promote a safe and respectful learning and working environment. Relevant policies include Western's [Non-Discrimination/Harassment Policy](https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp135.pdf) (M.A.P.P. 1.35) and [Non-Discrimination/Harassment Policy – Administrative Procedures](https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp135_procedure.pdf) (M.A.P.P. 1.35).

Any **student,** staff, or faculty member who experiences or witnesses’ behaviour that may be harassment or discrimination **must report the behaviour** to the Western's [Human Rights Office](https://www.uwo.ca/hro/). Harassment and discrimination can be human rights-based, which is also known as EDI-based, (sexism, racism, transphobia, homophobia, islamophobia, xenophobia, antisemitism, and ableism) or non-human rights-based (personal harassment or workplace harassment).

**The Department of Biochemistry recognizes diversity of identity and experience as a source of strength that promotes excellence, innovation, flexibility and adaptability in our discipline. We embrace, nurture, value and celebrate this diversity.**

1. **How to Be Successful in this Class:**

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| Trophy | Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.   1. Invest in a planner or application to keep track of your courses. Populate all your deadlines at the start of the term and schedule your time throughout the course. 2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class. 3. Follow weekly checklists created on OWL or create your own to help you stay on track. 4. Take notes as you go through the lesson material. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos. 5. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support. 6. Do not be afraid to ask questions. If you are struggling with a topic, check the online discussion boards or contact your instructor(s) and or teaching assistant(s). 7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task. |

1. **Western Academic Policies and Statements**

**Absence from Course Commitments**

A.  Absence for medical illness:

Students must familiarize themselves with the [Accommodation for Illness Policy](https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#SubHeading_324).

A student seeking academic accommodation for any **work worth less than 10%** must contact the instructor or follow the appropriate Department or course specific instructions provided on the course outline. Instructors will use good judgment and ensure fair treatment for all students when considering these requests. You are not required to disclose details about your situation to your instructor; documentation is not required in this situation, and you should not send any pictures to your instructor.

If you are unable to meet a course requirement for any **work worth 10% or greater** due to illness or other serious circumstances, you must provide valid medical or other supporting documentation to the Academic Counseling as soon as possible and contact your instructor immediately. It is the student's responsibility to make alternative arrangements with their instructor once the accommodation has been approved and the instructor has been informed. Please note that the format of a make-up test, exam, or assignment is at the discretion of the course coordinator.

A student requiring academic accommodation due to illness should use the Student Medical Certificate when visiting an off-campus medical facility or request a Record's Release Form (located in the Dean's Office) for visits to Student Health Services. The form can be found at: <http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf>

B. Absence for non-medical reasons:

Student absences might also be approved for non-medical reasons such as religious holidays and compassionate situations. Please review the policy on [Accommodation for Religious Holidays](https://www.westerncalendar.uwo.ca/PolicyPages.cfm?Command=showCategory&PolicyCategoryID=1&SelectedCalendar=Live&ArchiveID=#Page_16). All non-medical requests must be processed by Academic Counselling. Not all absences will be approved; pay attention to the academic calendar and final exam period when booking any trips.

C. Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here.](http://www.uwo.ca/univsec/pdf/academic_policies/exam/definitions.pdf)

**Academic Offenses**

Scholastic offences are taken seriously, and students are directed [here](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

**Accessibility Statement**

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic%20Accommodation_disabilities.pdf)

**Correspondence Statement**

The centrally administered **e-mail account** provided to students will be considered the individual’s official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](https://www.uwo.ca/univsec/privacy/faq.html#ShouldIUse).

**Discovery Credit Statement**

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program. The details of this policy and the deadlines can be found [here](https://www.uwo.ca/univsec/pdf/academic_policies/registration_progression_grad/coursecredit.pdf).

**Turnitin and other similarity review software**

All assignments will be subject to submission for textual similarity review to the commercial plagiarism detection software under license to the University for the detection of plagiarism. Students will be able to view their results before the final submission. 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 Western University and [Turnitin.com](http://www.turnitin.com/).

1. **BMSUE Academic Policies and Statements**

**Cell Phone and Electronic Device Policy (for in-person tests and exams)**

The Schulich School of Medicine & Dentistry is committed to ensuring that testing and evaluation are undertaken fairly across all our departments and programs. For all tests and exams, it is the policy of the School that any electronic devices, i.e., cell phones, tablets, cameras, or iPod are strictly prohibited. These devices MUST be left either at home or with the student’s bag/jacket at the front of the room and MUST NOT be at the test/exam desk or in the individual’s pocket. Any student found with one of these prohibited devices will receive a grade of zero on the test or exam. Non-programmable calculators are only allowed when indicated by the instructor. The program is not responsible for stolen/lost or broken devices.

**Copyright and Audio/Video Recording Statement**

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

**Rounding of Marks Statement**

Across the Basic Medical Sciences Undergraduate Education programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. ***Final grades*** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks WILL NOT be bumped to the next grade or GPA, e.g., a 79 will NOT be bumped up to an 80, an 84 WILL NOT be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark “bumping” will be denied.

1. **Support Services**

The following links provide information about support services at Western University.

Western is committed to reducing incidents of gender-based and sexual violence and providing compassionate support to anyone who has gone through these traumatic events. If you have experienced sexual or gender-based violence (either recently or in the past), you will find information about support services for survivors, including emergency contacts at

https://www.uwo.ca/health/student\_support/survivor\_support/get-help.html.

To connect with a case manager or set up an appointment, please contact support@uwo.ca.

[Academic Counselling (Science and Basic Medical Sciences)](https://www.uwo.ca/sci/counselling/)

[Appeal Procedures](http://www.uwo.ca/univsec/pdf/academic_policies/appeals/appealsundergrad.pdf)

[Registrarial Services](http://www.registrar.uwo.ca/)

[Student Development Services](http://www.sdc.uwo.ca/)

[Student Health Services](http://www.shs.uwo.ca/)