

Western Science

Integrated Science 4001Y: Peer Mentoring and Leadership Course Outline: FW 2024/25

1. Course Information

Course Title:	Integrated Science 4001Y: Peer Mentoring and Leadership
Lecture Section:	001
Calendar Description:	Mentorship and leadership skill development for senior students in Integrated Science modules. Through both formal and informal interactions with students in Integrated Science, students in the course will refine a range of interpersonal and collaborative skills. Students will also engage in workshops on professional development and leadership.
Antirequisites:	None
Course Hours:	1 lecture hour
Credits:	0.5; Pass/Fail
Lecture Times:	Designated Tuesdays, 5:30 – 6:30 pm, September – April Schedule provided at end of course outline
Location:	PAB-36

Unless you have either the requisites for this course or written special permission from your Dean to enroll in it, you will be removed from this course, and it will be deleted from your record. This decision may not be appealed. 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.

2. Instructor Information

Instructors:	Christina Booker PhD, Analytical Chemistry Assistant Professor, Department of Chemistry Integrated Science Program cbooker2@uwo.ca	Kristen Zinger MSc, Environment & Sustainability PhD Candidate, Faculty of Education Integrated Science Program kzinger2@uwo.ca
Emails:	We will strive to respond to your email within 24 hours on weekdays, but please allow up to 48 hours for a response. Please use your @uwo.ca email address and specify "INTEGSCI 4001Y" within the subject of your email.	
Office Hours:	Please email your instructor(s) to make an appointment.	

3. Course Website & Materials

All course material will be posted to OWL: <https://westernu.brightspace.com/>.

There are no additional required materials for this course.

Students are responsible for checking the course OWL site (<https://westernu.brightspace.com/>) on a regular basis for news and updates. This is the primary method by which information will be disseminated to all students in the class.

If students need assistance with the course OWL site, they can seek support on the [OWL Brightspace Help](#) page. Alternatively, they can contact the Western Technology Services Helpdesk. They can be contacted by phone at 519-661-3800 or ext. 83800.

If this course is required to pivot online, you must have a stable internet connection and a computer with a working microphone and webcam.

4. Learning Outcomes

By the end of this course, students should be able to:

- Lead and manage a seminar and group project from vision to completion
- Collaborate with peers on a group project
- Provide constructive feedback to peers
- Establish, practice, and demonstrate proficiency in the mentoring of peers and contribute to the guidance and instruction of earlier year WISc students
- Engage in self-directed learning and take responsibility for one's own actions

5. Evaluation

Each student will lead a mentorship project, lead a seminar, mentor earlier year integrated science students, and engage in class discussions/feedback. This is a pass/fail course.

Essential Learning Requirements

To earn a **pass** in the course, you must:

- Earn a final grade of 50% or greater **and**
- Earn 40% or greater in **each** of the four course components:
 - Engagement
 - Mentorship & Leadership Reflection
 - Project Leadership
 - Seminar Leadership

If your final course grade is <50%, or if your score in one or more of the four course components is <40%, a **fail** will be assigned.

Course Component	Component Details	Weight	Due Dates
Engagement	Engagement (in-class peer feedback, project proposals, activities, etc.)	25%	In-class, throughout both terms
Mentorship & Leadership Reflection	Written Reflections (2 submissions)	25%	Jan. 7 AND Apr. 1
Project Leadership	Action Plan	10%	2 weeks <i>prior to</i> event/initiative release
	Final Report	10%	1 week <i>after</i> event/initiative release
	Final Presentation	5%	Jan. 7 OR Apr. 1
Seminar Leadership	Co-facilitate a Leadership Seminar	25%	Sign-up for preferred date

Engagement (25%): Engage in-class by contributing to discussions, sharing proposals, providing constructive feedback to peers, and identifying leadership and mentorship take-aways from seminars/class discussions. Each engagement contribution is due during class time via OWL or Qualtrics (as instructed in class) but is accepted up to 48-h after class.

Mentorship & Leadership Reflections (25%): At the end of *each* term, submit a reflection on your mentorship of earlier year WISC students *and* your observations of leadership in your and classmate's leadership projects. A rubric and guiding questions will be provided on OWL. Each reflection should be 450-550 words. You are encouraged to submit your reflections *prior* to these due dates.

Project Leadership (25%): Action Plan: Two weeks prior to your event/initiative release (or 1-week prior, if you are the October group), submit a detailed description for your project. This action plan should include your project title, 1-3 goals, steps to achieve these goals, anticipated impact, and timeline of deliverables (past or future). A rubric will be provided on OWL. The action plan should be 350 - 450 words and be submitted on OWL. Each student **must** submit an action plan, but this action plan *may* be the **same or unique** for members of the project leadership team. **Final Report:** After your project, submit a written report on your project deliverables and leadership experience. Explain how your project mentored and supported earlier year WISC students. Highlight your role as a leader of this project and reflect on the leadership qualities you developed or practiced during this project. A rubric will be provided on OWL. The written report should be 500-750 words and be submitted via OWL Assignments 1 week after your project event/initiative release. Reports must be prepared and submitted individually. **Final Presentation:** As a leadership team, present a 10-minute overview of your project deliverables and reflect on your leadership experience.

Seminar Leadership (25%): Facilitate a 20-minute seminar analyzing the leadership demonstrated by a great (or terrible!) scientist or company. Approximately half of the seminar time must be devoted to active learning and a workshop will be held in-class to prepare students for this facilitation. This seminar should focus on the *leadership* demonstrated by this scientist or company, make connections to leadership theories (ones discussed in class and/or theories not yet discussed in class) and extend to your peer's leadership development. Students will submit their preferred co-facilitator name (or request to be assigned to a partner), preferred scientist or company, and

preferred date to deliver their seminar via the provided survey. The grading rubric for this seminar will be provided on OWL. After your seminar, post a PDF of your seminar slides to OWL Discussions.

6. Missed Coursework

Students must familiarize themselves with the *University Policy on Academic Consideration – Undergraduate Students in First Entry Programs* posted on the Academic Calendar:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/academic_consideration_Sep24.pdf,

This policy does not apply to requests for Academic Consideration submitted for **attempted or completed work**, whether online or in person.

The policy also does not apply to students experiencing longer-term impacts on their academic responsibilities. These students should consult [Accessible Education](#).

For procedures on how to submit Academic Consideration requests, please see the information posted on the Office of the Registrar's webpage:

https://registrar.uwo.ca/academics/academic_considerations/

All requests for Academic Consideration must be made within **48 hours** after the assessment date or submission deadline.

All Academic Consideration requests must include supporting documentation; however, recognizing that formal documentation may not be available in some extenuating circumstances, the policy allows students to make one Academic Consideration request **without supporting documentation** in this course.

When a student *mistakenly* submits their one allowed Academic Consideration request **without supporting documentation** for assessments in the **Coursework with Assessment Flexibility** section below, the request cannot be recalled and reapplied. This privilege is forfeited.

Coursework with Assessment Flexibility and Deadline with a No-Late-Penalty Period

By policy, instructors may deny Academic Consideration requests for the assessments with built-in flexibility, as specified below. Academic consideration is not required (and will be denied) if the flexible and no-late-penalty period policies specified below already apply. Academic consideration is only required when specified below:

Engagement: If you miss a class (and thus miss out on the in-class engagement submission), you must review the posted course materials/peer seminar notes and submit the engagement submission **within 48 h** of the missed class (no academic consideration is required). If no engagement submission is received within 48-h, your score for this missed in-class engagement will be zero. If you miss **more than two** classes, contact the instructor, as academic consideration may be required for you to be eligible to submit the in-class engagement submission after class.

Mentorship & Leadership Reflections, Project Leadership Action Plan and Final Report: Students are expected to submit these assignments by the due date listed. Should extenuating circumstances arise, students do not need to request Academic Consideration and are permitted to submit their assignment up to **48 h** past the deadline without a late penalty. If the assignment is not received within 48 h of the deadline, your score for this missed assignment will be zero. If extenuating circumstances apply on the deadline *and* extend beyond 48 h *after* the deadline, reach out to your instructor directly. Academic consideration may be required to extend your due date.

Seminar Leadership, Project Leadership Final Presentation: If you are unable to deliver your seminar/presentation on your designated day, email your instructor to explain your situation. Academic consideration may be required to have your seminar/presentation rescheduled. Otherwise, a 50% deduction applies to reschedule your seminar/presentation. If a classmate's extenuating circumstances cause your seminar/presentation to be unprepared on your scheduled day, email your instructor to discuss your situation.

7. Additional Statements

Religious Accommodation

When conflicts with a religious holiday that requires an absence from the University or prohibits certain activities, students should request an accommodation for their absence in writing to the course instructor and/or the Academic Advising office of their Faculty of Registration. This notice should be made as early as possible but not later than two weeks prior to the writing or the examination (or one week prior to the writing of the test).

Please visit the Diversity Calendars posted on our university's EDID website for the recognized religious holidays: <https://www.edi.uwo.ca>.

Accommodation Policies

Students with disabilities are encouraged to contact Accessible Education, which provides recommendations for accommodation based on medical documentation or psychological and cognitive testing. The policy on Academic Accommodation for Students with Disabilities can be found at: [https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic Accommodation_disabilities.pdf](https://www.uwo.ca/univsec/pdf/academic_policies/appeals/Academic_Accommodation_disabilities.pdf).

Academic Policies

The website for Registrar Services is <https://www.registrar.uwo.ca/>.

In accordance with policy,

https://www.uwo.ca/univsec/pdf/policies_procedures/section1/mapp113.pdf,

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 their official university address is attended to in a timely manner.

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 Web site:

https://www.uwo.ca/univsec/pdf/academic_policies/appeals/scholastic_discipline_undergrad.pdf.

Course assignments must be written in your own words. You may not submit a written assignment produced by generative AI. The reflection components in this course will only be meaningful if you are the one preparing these submissions. That said, you may use generative AI to assist or provide feedback on your work, such as providing edits to a paragraph, identifying relevant leadership theories (that you check, of course), or brainstorming ideas, but your submitted work must be your ideas communicated in your own words.

Support Services

Please visit the Science & Basic Medical Sciences Academic Advising webpage for information on adding/dropping courses, academic considerations for absences, appeals, exam conflicts, and many other academic-related matters: <https://www.uwo.ca/sci/counselling/>.

Students who are in emotional/mental distress should refer to Mental Health@Western (<https://uwo.ca/health/>) for a complete list of options about how to obtain help.

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.

Please contact the course instructor if you require lecture or printed material in an alternate format or if any other arrangements can make this course more accessible to you. You may also wish to contact Accessible Education at http://academicsupport.uwo.ca/accessible_education/index.html if you have any questions regarding accommodations.

Learning-skills counsellors at Learning Development and Success (<https://learning.uwo.ca>) are ready to help you improve your learning skills. They offer presentations on strategies for improving time management, multiple-choice exam preparation/writing, textbook reading, and more. Individual support is offered throughout the Fall/Winter terms in the drop-in Learning Help Centre, and year-round through individual counselling.

Western University is committed to a thriving campus as we deliver our courses in the mixed model of both virtual and face-to-face formats. We encourage you to check out the Digital Student Experience website to manage your academics and well-being: <https://www.uwo.ca/se/digital/>.

Additional student-run support services are offered by the USC, <https://westernusc.ca/services/>.

8. Equity, Diversity & Inclusion

Western is committed to the values of equity, diversity, and inclusion. In this class, we will try to highlight the accomplishments of a diverse group of scientists, and acknowledge that there may be historical biases in the scientific theories due to the lens it was written. Integrating a diverse set of experiences is needed for a more comprehensive understanding of science.

Furthermore, we strive to create a positive, welcoming learning environment for everyone that supports equity, diversity, and inclusion. Please let us know if you any suggestions to help achieve a more inclusive classroom.

9. Course Schedule

Any adjustments to this tentative schedule will be announced on OWL.

Class	Date	Class	Assessments Due
1	Sept. 10 th	Introduction to Leadership and Mentorship	Engagement: Initial Survey
2	Sept. 24 th	Project Proposals Discussion and Leadership Teams Formation	Engagement: Project Proposal Survey
3	Oct. 1 st	Finalize Project Proposals Leadership Theory Discussion	Engagement: Leadership Survey *Submit seminar preferences by Oct. 8
<i>Mentorship Kick-Off Event with INTEGSCI 3002A and 2nd Year WISC Students</i>			

<p style="text-align: center;"><i>Thursday, Oct. 10th, 6:30 pm, Location TBA</i> <i>(Attend in-person if your schedule permits OR submit a 30-s intro video)</i></p>			
<i>Fall Reading Week</i>			
4	Oct. 29 th	Seminar Facilitation Workshop Mentorship Activation	Engagement: Seminar Survey
5	Nov. 19 th	Leadership Seminars	Engagement: Peer Feedback Survey
6	Nov. 26 th	Leadership Seminars	Engagement: Peer Feedback Survey
<i>Winter Break</i>			
7	Jan. 7 th	Term 1 Project Presentations Mentorship Discussion	Term 1 Reflection Due Engagement: Mentorship Survey
8	Jan. 21 st	Leadership Seminars	Engagement: Peer Feedback Survey
9	Jan. 28 th	Leadership Seminars	Engagement: Peer Feedback Survey
10	Feb. 4 th	Leadership Seminars	Engagement: Peer Feedback Survey
11	Feb. 11 th	Leadership Seminars	Engagement: Peer Feedback Survey
<i>Winter Reading Week</i>			
12	Mar. 4 th	Leadership Seminars (if needed)	Engagement: Peer Feedback Survey
13	Apr. 1 st	Term 2 Project Presentations Final Discussion	Term 2 Reflection Due Engagement: Final Survey

All written work is due by **11:55 pm** on OWL. Engagement surveys are due at **end of class**.
 Leadership Project Action Plan is due **2 weeks prior to** your event (or 1 week prior, for
 October event). Leadership Project Final Report is due **1 week after** your event.