Department of Biology Course Outline

SC/BIOL 3350: Comparative Chordate Anatomy - Winter 2022
This course has a **blended delivery format**
Lectures will involve **synchronous virtual classes** via Zoom & **Labs** will be **in-person**.
This course is presented in Toronto Time (Eastern Time).

Course Description

A comparative study of the biology of chordate animals in which the evidence of their evolutionary relationships is emphasized. Three lecture hours, three laboratory hours. One term. Four credits.

Prerequisites

SC/BIOL 2030 4.00

Course Instructor and Contact Information

Course Instructor: Dr. Lisa Robertson (she/her)

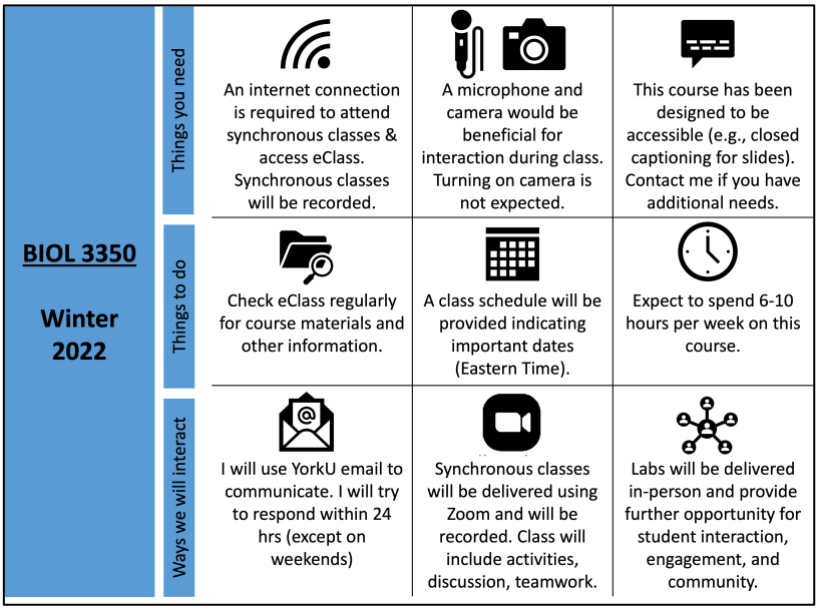
biol3350@yorku.ca

*Please don't use the Moodle email function or email my personal email address. This will delay response time.

Please:

- Use your yorku.ca email address for course correspondence. (Email from other addresses are likely to be filtered as spam/junk delaying a response).
- Check if your question has been addressed in class or on eClass before emailing.
- Consider booking an appointment, rather than sending a long email, if you have a concern/question that will take a considerable amount of time to read or answer. It will save both time and potential confusion.
- I will try to respond within 24 hrs, however please allow 2 business days for a response.
- I typically don't check email between 5 pm and 8 am, nor on the weekends. If your email is urgent, please indicate that in your subject line.

Want/need to talk with me?
Email biol3350@yorku.ca to request an appointment (via Zoom).



Land Acknowledgement

York University recognizes that many Indigenous Nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. As members of the York community, we acknowledge our presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, and the Huron-Wendat. It is now home to many First Nation, Inuit, and Métis communities. We acknowledge the current treaty holders, the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region. As settlers on this land, and as biologists, we have a responsibility to respect and care for this land and its resources.

We'll be using several technologies this term to help us connect and accomplish our goals. To consider the impact and implications of using the tools we do, we should also acknowledge where these tools "reside" in terms of their headquarters. *Zoom* is in San Jose, California, and thus us staying connected relies on resources from Cession 274 territory, part of the traditional territories of the Ohlone, a collective of approximately 50 separate tribes with related languages that have lived in the Bay Area for 10 000 years. All known surviving Indigenous lineages in the Bay Area comprise the current Muwekma Ohlone Tribe. *eClass* is powered by Moodle headquartered in West Perth, Australia. The Whadjuk people of the Noongar nation are the traditional custodians of this area for more than 45 000 years, and we acknowledge and respect their continuing contributions to the region that includes Perth. *Perusall* is in Austin, Texas and is part of the land that has been—and continues to be—shared and caretaken by a number of Indigenous groups, including the Alabama-Coushatta, Caddo, Carrizo/Comecrudo, Coahuiltecan, Comanche, Kikapoo, Lipan Apache, Tonkawa, and Ysleta Del Sur Pueblo. *Microsoft*, which connects us through email and slide decks is in the traditionally occupied land of the Sammamish, Duwamish, Snoqualmie, Suquamish, Muckleshhoot, Snohamish, Tulalip, and other coastal Salish people since time immemorial.

Given that this course is blended some of the time is spent away from campus and conducted from your own home. To identify the traditional homelands that you are occupying, use https://native-land.ca. Reflect on what this means as you move through these spaces. As part of this reflection process, learn how to correctly pronounce the names of the Indigenous communities on whose land you reside.

Equity, Diversity, and Inclusion in BIOL 3350

This course should foster an inclusive, equitable environment that supports learning, growth, and success. I am committed to providing and encouraging an environment of equity, diversity, and inclusion (EDI) within this course. This course was designed with a commitment to the principles of Universal Design for Learning (UDL) and evidence-based teaching practices. As an instructor who is guided by evidence, I believe that you can all succeed! This class is a community and we – both you and I – are here to learn and succeed together and support each other. Although I don't delve into history, we should acknowledge that science is subjective, included by cultural context, and has often been exclusionary in whose voices were allowed and amplified. My hope is to improve this course, integrating diverse scientists and experiences.

To help create an environment where each one of us, and our identities, are respected I will have a survey where you can let me know if you have a name that differs from the York official records, your pronouns, and anything that you think might impact your ability to succeed in this course

YorkU students come from far and wide and represent a diversity of cultures and backgrounds. To support students whose primary language is not English, services are available at York including individual appointments, and group events, such as ESL Café. See: https://www.yorku.ca/laps/esloic/ for more information.

Please talk to me if you have any questions or concerns!

Schedule

Where to meet: This course will consist of both synchronous (online, using Zoom) and asynchronous (video) lecture classes and in-person (on campus) labs.

Lecture classes: Will commence on January 10th, 2022 and occur every Monday, Wednesday, Friday, 10:30-11:30 AM

- For synchronous classes: Zoom link found in eClass.
- For asynchronous classes: Video will be posted to eClass.
- Classes may include activities (for Engagement marks), so virtual attendance is strongly encouraged. Engagement marks within the synchronous sessions are not available asynchronously.
- Lecture recordings and slides will be posted to the eClass site after each class, although they aren't the best replacement for attending class. **Note: L**ecture recordings can take time to process so may not be posted immediately after class (they may take a few days).

Labs: In-person labs will commence during week 4. You have registered for a specific lab section. Please see your schedule for this information. You must attend the lab section that you are registered in.

Lecture	Monday, Wednesday, Friday 10:30-11:30 AM	Synchronous OR Asynchronous	-Synchronous class via Zoom will commence on Jan. 10 – link found in eClass. Will be recorded. -Asynchronous class via video may occur
Lab	Monday, Tuesday, Wednesday, Thursday 2:30-5:30 PM	Lumbers 126	In-person (on campus) labs will commence during week 4. Once they commence, you must attend the lab section you are registered in. You will **not** be able to attend another lab section. More information to come.

- All times shown are Eastern (Toronto) Time.
- Unsure of where the in-person lab is? Check out the York Interactive map: https://map.concept3d.com/?id=1200#!ce/34558?s/?ct/29101,29093,29100

Evaluation

This course evaluation structure is subject to change.

Lecture: 60%

- Term Tests^ – 30% (2 term tests, 15% each)
- Final Test – 15% (cumulative; during final exam period)
- Team Project^{Y} – 10%
- Engagement Activities***** – 5% (Includes in-class activities and homework, and other engagement and wellness activities throughout the course)

Lab: 40%

- Engagement Activities* – 2.5%
- Lab Tests – 37.5% (Best 3 out of 4 lab tests; 1 test per dissected specimen = 12.5% each)

* **Engagement Activities** will be calculated out of 90% of the maximum possible points (lowest 10% of the obtained points will be dropped). These are primarily opportunities for practise/feedback in the synchronous classes or asynchronously. Some will be marked for good faith completion, while others will be scored (thoughtful approaches/arguments, considering evidence, etc.). Maximum points will be listed with most of these, with some assignments worth more points than others.

^{Y} **The team project must be completed to pass this course.**

^ There are no make up tests in this course. If you miss a lecture term test, the weight of the missed test will be transferred to the final test. **Term tests and final test will be reweighted for final grades** so that the lowest lecture test grade (including term tests and final test) will be weighted 5% less and the highest lecture test grade (including term tests and final exam) will be weighted 5% more. Lecture tests (term and final tests) will be based on lecture material.

Important Dates

Classes start	Jan. 10
Winter Reading Week	Feb. 21-25; relax a bit or catch up!
Drop deadline (without receiving a grade)	Mar. 18
Course Withdrawal period (i.e., receive a 'W' on transcript)	Mar. 19 – Apr. 10
Classes end	Apr. 10 (but you never want 3350 to end…)

NOTE: Please refer to the "Important Dates" section of the Registrar's Website: https://registrar.yorku.ca/enrol/dates/fw21

Resources

Lecture Readings (Textbook or assigned): Lectures will be based on the textbook and assigned readings.
The textbook: Kardong, K. 2019. Vertebrates: Comparative Anatomy, Function, Evolution. 8th Ed. McGraw-Hill Education. Available at the bookstore and online. You are strongly encouraged to read relevant/assigned papers prior to class. Some assignments will also require additional research and reading of the scientific literature.

Lab Manual: De Iuliis, G., & Pulera, D. 2011. The Dissection of Vertebrates: A Laboratory Manual. 2nd Ed. Elsevier Inc. Available at the bookstore and online.

BIOL 3350 eClass site: http://eClass.yorku.ca
BIOL 3350 makes extensive use of eClass. The course website will include announcements, course materials, resources, and discussion forums, etc. Make sure to visit the course website frequently. **Course announcements** from the eClass site may be sent to your **Yorku email; please check all your email accounts daily.** Issues with eClass should be directed to ithelp@yorku.ca.

Zoom software: To attend the virtual synchronous lectures, student hours, and one-on-one meetings, you must use Zoom. Please download the software and ensure that it's up to date. You can log into Zoom by opening it and choosing SSO or go to https://yorku.zoom.us/; you'll be prompted to sign-in using your Passport York credentials.
https://currentstudents.yorku.ca/technology-protocol-for-students. Learning Technology Services (LTS) has instructions for joining Zoom sessions. Zoom meetings will be amazing. See eClass for Zoom etiquette.

Learning Outcomes

Upon successful completion of this course, students should be able to:

Lecture:

- Identify major features of various body systems in representative chordate taxa including integumentary, musculoskeletal, circulatory, digestive, and respiratory.
- Discuss relationships between form and function of major anatomical features.
- Describe the morphological and physiological changes that have occurred through evolution of the chordates.
- Understand the influence the environment has on the evolution of chordates.
- Use comparative anatomy and physiology to distinguish between primitive and derived character states and explain evolutionary transitions.
- Describe adaptations that accompanied the water-land transition in vertebrates.
- Communicate information and analyses in comparative anatomy and physiology accurately in written and oral forms.

Lab:

This term the animals used for dissection will be pigeon, perch, frog, and cat.
Display material will include skeletons and cross-sections of many fish, reptiles, birds, and mammals.
It is up to you to use critical deduction to determine which structures to know and how best to dissect them. *We will guide you but it is part of your learning to incorporate lecture material into the labs.*

- Use dissection to display and identify major anatomical features of example chordate taxa.
- Identify major features of the integumentary, musculoskeletal, circulatory, digestive and respiratory systems in representative chordates.
- Verbally discuss the importance of the major anatomical features of representative chordates.
- Verbally discuss how structures compare across the vertebrate phyla and how the lecture material relates.

Skills:

- Communicate anatomy and anatomical concepts to scientific and general (*i.e.,* non-science) audiences using various media.
- Develop skills and strategies for effective communication, peer evaluation, and wellness.
- Work effectively, responsibly, and collegially with peers in and out of class.
- Synthesize and summarize key points from primary or secondary literature to provide relevant information and support for an assignment or argument.

Course Content

The major emphasis of lectures will be on the evolution of vertebrates and the major changes in anatomy during key events that have taken place. Within this context the focus will be on gaining an understanding of the anatomy of vertebrate animals, with an emphasis on anatomical, physiological and mechanical design. Current evolutionary relationships between chordates will be studied based on morphology (form and function), inferred phylogenetic relationships and evolutionary histories of major taxa. The major emphasis of the labs will be on dissecting vertebrate organisms and learning anatomical structures that are part of the systems learned in lecture.

The labs represent a large portion of your grade befitting their important role in the study of comparative anatomy.

Lecture Topics:
The course will consist of the following topics:
1. What is a chordate? General concepts including development and cladistics.
2. Integument (skin and scales)
3. Skull Evolution
4. Skeletal system
5. Musculature
6. Circulatory System
7. Respiratory System
8. Digestive system
9. Urogenital system

See eClass for a course schedule. Note: the schedule is subject to change. All these topics will be discussed in evolutionary and developmental terms. The implications of structural changes on function will be explored and emphasized.

Experiential Education and E-Learning

Independent laboratory training will give students experiential learning.

Copyright Protection of Course Material

All material associated with this course is the intellectual property of the instructor and/or protected under Canadian Copyright Law. All material associated with this course, including lecture recordings, activities, quizzes and laboratories, are to be used for personal study purposes only. **Unauthorized distribution in any form can lead to a violation under Canadian Copyright Law and/or Academic Misconduct charges under York University Senate Policy**. Unauthorized distribution includes sharing and/or uploading of material anywhere and with anyone.

Penalties under Academic Misconduct can include failure in the course, a transcript notation and/or suspension. Please see the "University Policies" section below for further information.

TurnItIn: You may be asked in this course to submit electronic copies of any written work (*e.g.,* article critique) first to TurnItIn and then to Crowdmark. This is to ensure that your hard work, having been added to the database, can't be plagiarized in the future by students at any university. You can opt out of TurnItIn—more information is available on eClass.

Course Policies

1. **To assist in successful learning in this course, I've implemented the following practices:**
   a. **Designed the course according to universal design for learning principles that address many accommodations and the time provided allows for self-accommodation.**
   b. **Early access to the course website.** This will allow you to understand the course website layout. I have designed the course website with what I hope is intuitive organization to make it easy to navigate and find what you need. If you have suggestions to help with this, let me know.
   c. **Different ways to get your questions & concerns addressed.** Each week, you'll have an opportunity in class to ask your questions, in a discussion forum, or to request a meeting with me. I'm here to help, so don't hesitate to reach out to me.
   d. **Instruction in multiple formats. I**'ll provide you with multiple ways to engage with the course, including synchronous and asynchronous content/discussions, and using text, videos, etc. If posted videos aren't loading, please let me know at biol3350@yorku.ca

e. **Use of closed captioning or providing transcripts for all videos.** If you have other suggestions to improve accessibility, please let me know.

f. **Lecture test reweighting policy.** Lecture tests (term tests and final test) will be subject to the reweighting policy where the lowest lecture test grade will be worth 5% less and the highest lecture test grade will be worth 5% less.

g. **Lab test 'best of' policy.** Lab tests will be evaluated as the best 3 out of 4 tests.

h. **A low key approach.** Meeting for lecture will be done virtually, so I welcome drop ins from family and pets! It's very likely that onscreen you'll meet one of my EIGHT cats or one of my three kids or my husband.

i. **A focus on mental health and wellness in the course.** While this course will require work, I want you to remain healthy!

i. Let me know in the "Getting to know you survey" if you anticipate issues related to the format or requirements of this course.

ii. If you encounter problems during the term, please let me know. I can then discuss ways to ensure your full participation in the course, and work with you to consider options, and how to best coordinate any accommodations.

iii. Resources:

- YorkU Better Together: https://www.yorku.ca/bettertogether/
- YorkU Student Services: https://family.yorku.ca/student-services/#SCD
- Student Mental Health & Wellness at York: https://mhw.info.yorku.ca/resources/resources-at-york/students/

GOOD 2 TALK

24 hour ON Student Helpline
1-866-925-5454
Text: GOOD2TALKON to 686868

keep.meSAFE by guard.me

https://myssp.app/keepmesafe/ca/home

2. **Email & Course Communication Policy:** For course content/structure questions, please use the appropriate forum on eClass. Other students might have the same question and can benefit from a peer or instructor answering it in the forum. As well, most questions about course content are difficult to answer over email as they require a significant amount of time; using the forum is more efficient.

   a. **Please do not use the eClass messaging function to contact me;** I will not respond.

   b. **Use your yorku.ca email address** – emails from other addresses are likely to be filtered as spam/junk.

   c. **Put a relevant description of the email in the subject line**.

   d. **Include your name and student number** in your email. I recognize that you may prefer to use a name different from the name on your YorkU records; if this applies to you it is especially important that you include your student number.

   e. **If you have a question about the course content/structure,** check to see if it's been answered in class or eClass before emailing.

   f. **Consider booking an appointment, rather than sending a long email** that will take a considerable amount of time to read or answer. It will save both time and potential confusion.

   g. **Allow 2 business days for a response.** To use my professional and personal time more effectively, I typically don't check email between 7 pm and 7 am, nor on weekends. If your email is urgent, please indicate so in the subject line.

3. **Zoom:** We'll be using Zoom to meet for synchronous lecture classes and for student hours/meetings. Synchronous class sessions will be recorded. This means that all audio/video will be recorded and ultimately shared with the class, including your participation (exception is Breakout rooms). You are not required to use a web camera/video in class sessions. One-on-one meetings will not be recorded.

   - You will have the ability to change your name once you've joined the class Zoom session. You can provide only your first name or a nickname (that is not profane or offensive).
   - The Zoom system lets all participants know when a session is being recorded. In other words, you can't be recorded without you knowing it. You won't have access to the recording function in Zoom; any students recording sessions using other means (not Zoom) without explicit permission will have academic conduct charges brought against them.

4. **Team Project:** This project allows you to work collaboratively. You will work in teams to summarize an assigned body system for an assigned species and compare this body system to other species. More detail discussed in class and found in eClass.

   a. Teams will be assigned, and some class time may be provided to work on your project, though additional time out of class will be needed.

   b. To facilitate effective team behaviour and communication, you'll **create/develop a team charter** (i.e., contract) with the members of your team, which all members will need to sign. All team members will be expected to adhere to the team charter and contribute substantively and equally to the Team Project.

   c. The team project must be completed to pass the course.

5. **Remarking of assignments or tests:** Any marked term work may be submitted for re-grading within 5 business days of the work being returned or grades/feedback made available online.
   - The regrade request (sent to biol3350@yorku.ca) must include a written rationale providing academically valid reasons for the reappraisal request—*i.e.,* what about your grade is unclear to you—and should refer directly to the assignment overview and grading rubric. Requests such as "because I need/deserve a higher mark" or "the grading was not fair" will not receive a response nor a regrade. Note: remarking can result in the mark being raised, lowered, or staying the same; the grade resulting from a remark is final.
6. **Marks/grades are not negotiable**: To be fair and consistent, individual grades are not negotiable particularly as there is already flexibility and some buffer built into the course. Grades will not be "curved" (adjusted). Contact me ONLY if there is a clear error in your mark (calculation, etc.) or as per remark request. **There are no alternative assignments that can be completed for you to increase your grade (*e.g.,* extra credit*).***
7. **Forum code of conduct:** You're encouraged to participate in the online discussion forums; indeed, forum posting is required for some assignments, including the team project. You are expected to follow the code of conduct in using the forums:
   a. **Use a clear, informative subject line.** Try to be as specific as possible.
   b. **Post comments appropriate to that particular discussion.** Off-topic posts may be moved or deleted.
   c. **Be respectful.** Posts containing personal insults/attacks/intimidation/profanity will be deleted. It's ok to disagree with each other, but it is not acceptable to make personal attacks. Discussions should be evidence-based. Evidence should come from trusted sources (See: http://www.yorku.ca/webclass/module4a.html)
   d. **Post only material relevant to the course** unless otherwise indicated. Other posts will be deleted.
   e. **We will remove inappropriate posts.** If posts give indications of violation of the Student Rights and Responsibilities (including those perceived as harmful to others by virtue of not maintaining an equitable and inclusive environment, or giving indications of violating academic honesty), further action will be taken.
8. **What to do if you need to miss a class or lab:** Participation in the classes and labs is strongly encouraged. Synchronous classes will be recorded and recordings along with slides will be posted following lectures so you can view asynchronously. Labs are in-person and not recorded. In lab you will have the opportunity to dissect and study each specimen and demo material over 2 classes. Lab tests will be written in lab.
9. **There are no make up lecture or lab tests in this course.** The weighting of a missed lecture term test will be transferred to the final test.

University Policies

Academic Honesty and Integrity

York students are required to maintain the highest standards of academic honesty and they are subject to the Senate Policy on Academic Honesty (http://secretariat-policies.info.yorku.ca/policies/academic-honesty-senate-policy-on/). The Policy affirms the responsibility of faculty members to foster acceptable standards of academic conduct and of the student to abide by such standards.

There is also an academic integrity website with comprehensive information about academic honesty and how to find resources at York to help improve students' research and writing skills, and cope with University life. Students are expected to review the materials on the Academic Integrity website at - http://www.yorku.ca/academicintegrity/

***Important* note from the Faculty of Science Committee on Examinations & Academic Standards:**

Numerous students in Faculty of Science courses have been charged with academic misconduct when materials they uploaded to third party repository sites (*e.g.,* Course Hero, One Class) were taken and used by unknown students in later offerings of the course. The Faculty's Committee on Examinations and Academic Standards (CEAS) found in these cases that the burden of proof in a charge of aiding and abetting had been met, since the uploading students had been found in all cases to be willfully blind to the reasonable likelihood of supporting plagiarism in this manner. To avoid this risk, students are urged not to upload their work to these sites. Whenever a student submits work obtained through Course Hero or One Class, the submitting student will be charged with plagiarism and **the uploading student will be charged with aiding and abetting.**

Note that exams, tests, and other assignments are the copyrighted works of the professor assigning them, whether copyright is overtly claimed or not (i.*e.,* whether the © is used or not). Scanning these documents constitutes copying, which is a breach of Canadian copyright law, and the breach is aggravated when scans are shared or uploaded to third party repository sites.

Access/Disability

York University is committed to principles of respect, inclusion and equality of all persons with disabilities across campus. The University provides services for students with disabilities (including physical, medical, learning and psychiatric disabilities)

needing accommodation related to teaching and evaluation methods/materials. These services are made available to students in all Faculties and programs at York University.

Student's in need of these services are asked to register with disability services as early as possible to ensure that appropriate academic accommodation can be provided with advance notice. You are encouraged to schedule a time early in the term to meet with each professor to discuss your accommodation needs. Please note that registering with disabilities services and discussing your needs with your professors is necessary to avoid any impediment to receiving the necessary academic accommodations to meet your needs.

Additional information is available at the following websites:

Counselling & Disability Services - http://cds.info.yorku.ca/

Counselling & Disability Services at Glendon - https://www.glendon.yorku.ca/counselling/

York Accessibility Hub - http://accessibilityhub.info.yorku.ca/

Religious Observance Accommodation

York University is committed to respecting the religious beliefs and practices of all members of the community, and making accommodations for observances of special significance to adherents. Should any of the dates specified in this syllabus for an in-class test or examination pose such a conflict for you, contact the Course Director within the first three weeks of class. Similarly, should an assignment to be completed in a lab, practicum placement, workshop, etc., scheduled later in the term pose such a conflict, contact the Course director immediately. Please note that to arrange an alternative date or time for an examination scheduled in the formal examination periods (December and April/May), students must complete and submit an Examination Accommodation Form at least 3 weeks before the exam period begins. The form can be obtained from Student Client Services, Student Services Centre or online at http://www.registrar.yorku.ca/pdf/exam_accommodation.pdf

Student and Instructor Conduct in Academic Situations

Students and instructors are expected to maintain a professional relationship characterized by courtesy and mutual respect. Moreover, it is the responsibility of the instructor to maintain an appropriate academic atmosphere in the classroom and other academic settings, and the responsibility of the student to cooperate in that endeavour. Further, the instructor is the best person to decide, in the first instance, whether such an atmosphere is present in the class. The policy and procedures governing disruptive and/or harassing behaviour by students in academic situations is available at - http://secretariat-policies.info.yorku.ca/policies/disruptive-andor-harassing-behaviour-in-academic-situations-senate-policy/

Student Notice of Recording for Remote Teaching and Learning

Activities for this course involve recording, in partial fulfillment of the course learning outcomes. Images, audio, text/chat messaging that have been recorded may be used and/or made available by the University to students enrolled in the course and those supporting the course for the purpose of materials review, for assessment, etc. Recordings will be managed according to the University's Common Record Schedule and will be securely destroyed when no longer needed by the University. Your personal information is protected in accordance with the York University's *Policy on Access of Information and Protection of Privacy* and the *Freedom of Information and Protection of Privacy Act*.

The University will use reasonable means to protect the security and confidentiality of the recorded information but cannot provide a guarantee of such due to factors beyond the University's control, such as recordings being forwarded, copied, intercepted, circulated, disclosed, or stored without the University's knowledge or permission, or the introduction of malware into computer system which could potentially damage or disrupt the computer, networks, and security settings. The University is not responsible for connectivity/technical difficulties or loss of data associated with your hardware, software, or Internet connection.

By engaging in course activities that involve recording, you are consenting to the use of your appearance, image, text/chat messaging, and voice and/or likeness in the manner and under the conditions specified herein. In the case of a live stream recording, if you choose not to have your image or audio recorded, you may disable the audio and video functionality. If you choose to participate using a pseudonym instead of your real name you must disclose the pseudonym to your instructor in advance to facilitate class participation.

You are not permitted to disclose the link to/URL of an event or an event session recording or copies of recording to anyone, for any reason. Recordings are available only to authorized individuals who have been directly provided the above instructions/link for their use. Recordings for personal use, required to facilitate your learning and preparation of personal course/lecture notes, should not be shared with others without the permission of the instructor or event coordinator. More information about accessibility can be obtained from Student Accessibility Services.