

Course Outline Notes – Classics, Spring 2024

1. Spring term classes begin May 6, 2024 and end June 17, 2024 for courses scheduled in the first six weeks of Spring term. June 17, 2024 is a make-up day for May 20, 2024 (Victoria Day); classes are held on this day in accordance with a Monday schedule. June 19-20 is the Spring Term evaluation period for final items of work which can include scheduled tests, exams, or the submission of papers or projects for all courses scheduled in the first 6 weeks of the 2024 Spring Term which end on June 17, 2024. No accommodation will be provided to those students who book any travel before the final exam.

Spring term classes begin June 21, 2024 and end August 2, 2024 for courses scheduled in the second six weeks of Spring term. August 1, 2024 is a make-up day for July 1, 2024 (Canada Day); classes are held on this day in accordance with a Monday schedule. August 7-8 are the Spring Term Evaluation period for all final items of work which can include scheduled tests, exams or the submission of papers or projects for all courses scheduled in the second 6 weeks of the 2024 Spring Term which end on August 2, 2024. No accommodation will be provided to those students who book any travel before the final exam.

2. For classes beginning May 6, 2024 and ending June 17, 2024, the voluntary withdrawal date without incursion of academic penalty is **June 5, 2024**. For classes beginning June 21, 2024 and ending August 2, 2024, the voluntary withdrawal date without incursion of academic penalty is **July 23, 2024**. Please note that withdrawing before the VW date does not necessarily result in a full refund. The withdrawal date for individual courses and information on refunds is found on the [Withdrawal Schedules](#) page.

You may wish to contact your instructor before withdrawing in case they can help in any way.

3. The University is closed for holidays on the following dates: May 20 (Victoria Day), July 1 (Canada Day), August 5 (Terry Fox Day).
4. Due to the constraints of time, it is possible that not all topics listed on the course outline will be covered, or covered in the order in which they appear. A permitted or necessary change in mode of delivery may require adjustments to important aspects of course outlines, like class schedule and the number, nature, and weighting of assignments and/or exams.
5. Answers to frequently asked questions related to COVID-19 and remote learning may be found [here](#).
6. Your instructor will specify the method of submission for all course work. They will specify whether students **are or are not** permitted to consult notes or other study aids or equipment of any kind during tests and exams.
7. Should a class be cancelled in exceptional circumstances, instructors will make every effort to inform you at your UWinnipeg email/NEXUS email, and/or using their preferred form of communication, as designated on your course outline. Class cancellation notices will be posted on the classroom door for in-person classes.

8. Students have the responsibility to regularly check their UWinnipeg and/or NEXUS email addresses to ensure timely receipt of correspondence from the University and/or their course instructors. If your instructor has specified a different form of communication for your course, please check in via that method regularly.
9. **Regulations, Policies, and Academic Integrity.** Students are encouraged to familiarize themselves with the “Regulations and Policies” found in the University [Academic Calendar](#). Particular attention should be given to subsections 8 (“Student Discipline”), 9 (“Senate Appeals”), and 10 (“Grade Appeals”).

It is important to maintain academic integrity, and there are potential consequences of engaging in plagiarism, cheating, and other forms of academic misconduct. Even “unintentional” plagiarism, as described in the UW Library [video tutorial](#) “Avoiding Plagiarism,” is a form of academic misconduct. Similarly, uploading essays and other assignments to essay vendor or trader sites (filesharing sites that are known providers of essays for use by others who submit them to instructors as their own work) is a form of misconduct, as it involves “aiding and abetting” plagiarism. Please refer to the updated and expanded UWinnipeg library site outlining principles of [Academic Integrity](#).

More detailed information can also be found in the *Academic Misconduct [Policy](#)* and *[Procedures](#)*.

10. **Academic Integrity and AI Text-generating Tools**

Students must follow principles of academic integrity (e.g., honesty, respect, fairness, and responsibility) in their use of material obtained through AI text-generating tools (e.g., ChatGPT, Bing, Notion AI). If an instructor prohibits the use of AI tools in a course, students may face an allegation of academic misconduct if using them to do assignments. If AI tools are permitted, students must cite them. According to the [MLA](#), “you should

- a. cite a generative AI tool whenever you paraphrase, quote, or incorporate into your own work any content (whether text, image, data, or other) that was created by it
- b. acknowledge all functional uses of the tool (like editing your prose or translating words) in a note, your text, or another suitable location
- c. take care to vet the secondary sources it cites”

If students aren’t sure whether or not they can use AI tools, they should ask their professors.

11. **Respectful Learning Environment.** All students, faculty, and staff have the right to participate, learn, and work in an environment that is free of harassment and discrimination. Students are expected to conduct themselves in a respectful manner on campus and in the learning environment irrespective of platform being used. Behaviour, communication, or acts that are inconsistent with a number of UW policies (e.g. [Respectful Working and Learning Environment Policy](#), [Acceptable Use of Information Technology Policy](#)) could be considered “non-academic” misconduct.

More detailed information can also be found in the *Non-Academic Misconduct [Policy](#)* and *[Procedures](#)*.

12. Students facing a charge of academic or non-academic misconduct may choose to contact the University of Winnipeg Students' Association (UWSA) where a student advocate will be available to answer any questions about the process, help with building a case, and ensuring students have access to support. For more information or to schedule an appointment, [visit their website](#).
13. **Copyright and Intellectual Property.** Course materials are the property of the instructor who developed them. Examples of such materials are course outlines, assignment descriptions, lecture notes, test questions, and presentation slides—irrespective of format. Students who upload these materials to filesharing sites, or in any other way share these materials with others outside the class without prior permission of the instructor/presenter, are in violation of copyright law and University policy. Students must also seek prior permission of the instructor/presenter before, for example, photographing, recording, or taking screenshots of slides, presentations, lectures, and notes on the board. Students found to be in violation of an instructor's intellectual property rights could face serious consequences pursuant to the *Academic Misconduct or Non-Academic Misconduct Policy*; such consequences could possibly involve legal sanction under the [Copyright Policy](#).
14. **Research Ethics.** Students conducting research interviews, focus groups, surveys, or any other method of collecting data from any person, including a family member, must obtain research ethics approval before commencing data collection. Exceptions are research activities done in class as a learning exercise. For submission requirements and deadlines, see the UWinnipeg [Human Ethics](#) web page.
15. **Privacy.** See the following sites for students' rights in relation to the collecting of personal data by the University: [Student Privacy Notice](#), [Zoom Privacy Notice](#), and [Zoom Test and Exam Proctoring](#).
16. Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work examinations without penalty. A list of religious holidays can be found in the [Undergraduate Academic Calendar](#).
17. Students with documented disabilities, temporary or chronic medical conditions, requiring academic accommodations for tests/exams or during lectures/laboratories are encouraged to contact Accessibility Services (AS) at 204.786.9771 or visit the [Accessibility Services](#) webpage to discuss appropriate options. All information about a student's disability or medical condition remains confidential.