

**HEALTH, AGING AND SOCIETY 1AA3:  
INTRODUCTION TO HEALTH AND SOCIETY  
Fall 2021**

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**Learning content:** Asynchronous learning content organized into three Modules (Module 1: September 7-October 21; Module 2: October 22-November 25; and Module 3: November 26-December 8). Please see [class format](#) below for more details.

**Office Hours:** Please see [description](#) below for more details about online office hours . Dr. Clancy’s office hours will be posted on Avenue to Learn closer to the course start date and office hours for course TA’s will be posted in September

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## **Course Description**

This course will critically examine social, political, cultural, economic, and professional/institutional factors that impact both our perceptions of and actual states of health, wellness, well-being, illness, and health care. In order to explore the diverse field of health studies, the course is divided in three parts. In the first part of the course, we will learn about the field of health studies, as well as what critical health studies is; examine how health, illness, wellness and well-being are socially constructed; and finally, discuss the social determinants of health. The second part of the course will examine health care systems; health care policies; the use of technology; and, health consumerism. The third part of the course explores globalization and ethics in health and health care. Students will have the opportunity for hands-on exploratory learning in the areas of health social movements, as well as alternative and complementary approaches to health and health care through the completion of an individual or group-written assignment.

## **Course Objectives**

- Gain a critical understanding of the field of health studies
- Understand how definitions and states of health, wellness, well-being, and illness are constructed
- Explore how the social determinants of health impact our states of health, illness, wellness and well-being
- Examine different health care systems and policies to determine how systems of health impact individual and population health
- Learn about different health advocacy groups and their role in the construction of health and illness
- Explore the role of technology and health consumerism in health and illness
- Understand the diversity of ethical issues in health and health care
- Improve critical reflection skills, as well as research and writing skills through completion of assignments and in-class/tutorial discussions
- Engage and connect with course material and your colleagues through optional drop-in Zoom sessions and Avenue chat sessions with your professor and TAs

## **Required Materials and Texts**

### **Required Text**

- Gillett, James, Andrews, Gavin J., and Savelli, Mat. 2016. *Health and Society: Critical Perspectives*. Don Mills, Ontario: Oxford University Press.

### **Recommended Text**

- Haig, J., MacMillan, V., Raikes, G. (2020). *Cites & sources, An APA documentation guide*, (6th ed.). Toronto: Nelson.

Both course textbooks are available for purchase through the McMaster University's bookstore website in both hard and e-copy formats.

## **Class Format**

This is an online course that is held asynchronously – meaning that other than scheduled [test dates/times and assignment due dates](#) and optional synchronous [drop-in chats and office hours](#), students will self-direct their learning of the three modules at their own pace within the given time frame set aside for each module. The class is organized in this way to ensure equitable access to course materials without needing to be online at a given time or date (other than scheduled tests and assignment due dates). The class is organized into three modules: Module 1 runs from September 7-October 21, 2021 (introduction to the course and Module 1, Parts 1-4, with an assignment and Test 1 due during this Module); Module 2 runs from October 22-November 25, 2021 (Module 2, Parts 1-4, with Test 2 due during this Module); and finally, Module 3 (Part 1) runs from November 26-December 8, 2021 (with the mini-quiz due during this period). Please review the [course schedule](#) below for more information.

Each Module will be made available at 9am on the first day in which it begins in the content section of Avenue. For example, Module 1 will be available at 9am on Tuesday September 7, 2021, while Module 2 will be available at 9am on Friday October 22, 2021, with Module 3 available at 9am on Friday November 26, 2021. Each part of each Module (not including the Introduction) will contain: (1) PowerPoint slides, along with an identical PDF document, containing lecture slides that are discussed in the lecture recording; (2) a Word (and identical PDF document) containing additional notes to compliment the content in the PowerPoint (and PDF) slides and lecture recording; (3) A closed-captioned lecture recording that discusses the lecture slide content for each part of each respective Module. MacVideo lecture files are closed-captioned, and a transcript is provided for those who cannot access the file. In addition to the course content for each Module, students are required to read the assigned textbook readings. Please review the [course schedule](#) below for more information on the assigned readings.

Rather than tutorials, your teaching assistants (TAs) will be ***available via email*** and will ***host weekly scheduled office hours in the chat in Avenue to Learn (1-hour), as well as one scheduled hour of drop-in Zoom office hours each week. Please note, these are not private discussions.*** Furthermore, there will also be ***one additional scheduled tutorial drop-in Zoom session*** with your teaching assistants ***in each of these weeks (listed below) before an upcoming course evaluation component for any questions you may have:*** the written assignment (Week of September 27), Test 1 (Week of October 18), and Test 2 (Week of November 22) – these are in addition to the weekly office hours in the Avenue chat. Your TAs will also have one ***by appointment only Zoom*** office hour during the week. You must contact your TA the evening prior to the office hour (by 4:30pm) to make an appointment with your TA, who will send you a Zoom link for the virtual office hour. Requests received after 4:30pm will be moved to the following week

of office hours; additionally, if all time slots fill up in one week, you may be asked to join the office hours in the following week. Appointments are taken on a first come, first-served basis. **Please note, these are not private discussions.** Information on TA office hours and times for the additional optional scheduled virtual drop-ins will be provided on Avenue to Learn in September. Please allow up to 48 hours for a response from your TA, excluding weekends, evenings, and any holidays or university closures.

It is strictly prohibited to post, distribute, transmit, copy, etc., lecture material/notes/recordings in any shape or form (electronically, audio, etc.,) outside of Avenue to Learn and the SAS notetaking program. This includes but is not limited to: online note sharing sites, Facebook, YouTube, Google documents, etc.,.

McMaster University is committed to an inclusive and respectful community. These principles and expectations extend to online activities including email communication, electronic chat groups, video calls and other learning platforms. It is the expectation of this course that all members of the HLTH AGE 1AA3 community (students, faculty, and staff) are respectful, inclusive, considerate and professional in all course related activities and communication with one another. Please see [here](#) for the full policy.

### **Course Evaluation – Overview**

1. Individually or group written paper - 25%, due on Friday October 1, 2021 by 11:59pm to your TA's dropbox on Avenue to Learn
2. Test 1 - 33%, on October 21, 2021
3. Test 2 - 38%, on November 25, 2021
4. Online mini-quiz on Avenue to Learn - 4%, available from 9am-5pm on Friday December 3, 2021 on Avenue to Learn

### **Course Evaluation – Details**

#### **Individually or Group Written Paper - 25%, due on Friday October 1, 2021 by 11:59pm to your TA's dropbox on Avenue to Learn**

As part of the continued commitment to accessible learning in the class, all students will have the option of working in a small group (2-3 students) or working on the task individually. In this assignment, you will look more deeply at health social movements and other health and healing practices known as complementary and alternative health. The assignment requires that you define and provide an example of each of the required concepts. If you choose to write the assignment as a group of 2 or 3, all students must contribute equally to the assignment; both individuals will receive the same grade. You also must cite properly using APA format throughout the assignment. You cannot use examples that are discussed in the textbook; this assignment requires that you do research to learn more about health social movements and complementary and alternative health providers. Please refer to Avenue to Learn for the assignment handout, assignment template, as well as a marking rubric that will be used to mark the assignment fairly and consistently. The written portion of the assignment, not including title page and

references, should be no more than 3 pages in length. More information, including assignment guidelines, will be posted on Avenue to Learn during the first week of class.

**Test 1 - 33%, on October 21, 2021: 75 minute timed-test with two different times to choose from to write the test (Access from 10am-11am or 4pm-5pm)**

This test may consist of the following style of questions, such as but not limited to: multiple choice & multiple selection questions, true and false questions, matching questions, and application/conceptual questions that will test your knowledge of both self-directed course lecture material and assigned readings. This test will be written online on Avenue to Learn and will be a **timed test of 75 minutes** in length.

For equity and accessibility, there are 2 test times offered on October 21. Students will only write the test at one of the times – it is up to each student to choose which time to write the test on October 21, 2021 – ***you do not need to notify Dr. Clancy about what test time you are choosing – access will be granted for either test writing time:***

- 10am-11am on October 21, 2021: Test will be accessible from 10am-11am, with 75 minutes to complete the test from when you log in
- 4pm-5pm on October 21, 2021: Test will be accessible from 4pm-5pm, with 75 minutes to complete the test from when you log in

**This test is open-book, meaning that you can use your lecture notes and text as resources while writing the test. However, you are not allowed to collaborate with peers nor are you able to take screen shots, post photos, post questions online, access webpages for answers, or any similar behaviour/activity etc., as doing so is a form of academic dishonesty.** Please see the policy [here](#) for more information. Additionally, your actions while writing the test in Avenue will be restricted as you will not be able to right-click, go back to a previous page once you have left it in the test, or access other features within Avenue. Strategies are therefore in place to prevent academic dishonesty when writing the online test. Please remember that an open book testing format does not mean you do not need to keep up with class learning content or study for the tests.

If this test is missed, only Faculty-approved absences will be offered consideration for a re-write. As the test is worth 33%, students must visit their respective Faculty office with appropriate documentation for the Faculty to review as the test is not eligible for an online MSAF. If Faculty approval is obtained, the make-up date for the test is **Monday November 1, 2021 at 10am**. No other date or time will be offered. It is your responsibility to attend scheduled test dates. In the event of any [extreme circumstances \(see policy\)](#) that prevent the test from being held online on the scheduled test date of October 21, the test will be rescheduled to launch online on Avenue to Learn the following day (October 22) with the same two access times (10am-11am and 4pm-5pm). While it is extremely unlikely that our test will not be held as scheduled online on October 21, it is important to have a contingency plan in place so that the test can be completed as soon as possible

without disruption to your student schedule and so each student can plan in advance, accordingly.

**Test 2 - 38%, on November 25, 2021: 75 minute timed-test with two different times to choose from to write the test (Access from 10am-11am or 4pm-5pm)**

This test may consist of the following style of questions, such as but not limited to: multiple choice & multiple selection questions, true and false questions, matching questions, and application/conceptual questions that will test your knowledge of both self-directed course lecture material and assigned readings. This test will be written online on Avenue to Learn and will be a **timed test of 75 minutes** in length.

For equity and accessibility, there are 2 test times offered on November 25. Students will only write the test at one of the times – it is up to each student to choose which time to write the test on November 25, 2021 - ***you do not need to notify Dr. Clancy about what test time you are choosing – access will be granted for either test writing time:***

- 10am-11am on November 25, 2021: Test will be accessible from 10am-11am, with 75 minutes to complete the test from when you log in
- 4pm-5pm on November 25, 2021: Test will be accessible from 4pm-5pm, with 75 minutes to complete the test from when you log in

**This test is open-book, meaning that you can use your lecture notes and text as resources while writing the test. However, you are not allowed to collaborate with peers nor are you able to take screen shots, post photos, post questions online, access webpages for answers, or any similar behaviour/activity etc., as doing so is a form of academic dishonesty.** Please see the policy [here](#) for more information. Additionally, your actions while writing the test in Avenue will be restricted as you will not be able to right-click, go back to a previous page once you have left it in the test, or access other features within Avenue. Strategies are therefore in place to prevent academic dishonesty when writing the online test. Please remember that an open book testing format does not mean you do not need to keep up with class learning content or study for the tests.

If this test is missed, only Faculty-approved absences will be offered consideration for a re-write. As the test is worth 38%, students must visit their respective Faculty office with appropriate documentation for the Faculty to review as the test is not eligible for an online MSAF. If Faculty approval is obtained, the make-up date for the test is **Wednesday December 1 at 10am**. No other date or time will be offered. It is your responsibility to attend scheduled test dates. In the event of any [extreme circumstances \(see policy\)](#) that prevent the test from being held online on the scheduled test date of November 25, the test will be rescheduled to launch online on Avenue to Learn the following day (November 26) with the same two access times (10am-11am and 4pm-5pm). While it is extremely unlikely that our test will not be held as scheduled online on November 25, it is important to have a contingency plan in place so that the test can be completed as soon as possible without disruption.

**Mini-quiz on globalization and ethics issues in health and health care - 4%, available from 9am to 5pm on Friday December 3, 2021 on Avenue to Learn**  
There will be an online mini-quiz available from 9am-5pm on Friday December 3, 2021, based on our module on globalization and ethical issues in health and health care. This mini-quiz contains 4 questions and is worth 4% of your final grade. **This is a timed quiz of 10 minutes. If the quiz is missed, there is no opportunity to write the mini-quiz at a later date. Please plan accordingly to write the quiz during the available timeframe.**

## **Weekly Course Schedule and Required Readings**

### **Module 1: September 7 to October 21, 2021**

#### **Introduction to the course**

Readings:

- No assigned readings

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Audio recording and transcript

#### **Part 1 - Introduction To Critical Health Studies and Disciplinarity in Health Studies**

Readings:

- Text: Chapters 1 and 2

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

#### **Part 2 - Social Construction of Health**

Readings:

- Text: Chapter 3 and 8

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

#### **Part 3 - Social Determinants of Health - Part 1 - Concepts and Frameworks**

Readings:

- Text: Chapter 10

Self-direct learning lecture content:



- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

#### **Part 4 - Social Determinants of Health - Part 2 - Culture and Identity (Social Class)**

Readings:

- Text: Chapters 4 and Chapter 5 (pages 82-86)

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

**Notes for Module 1:**

- **OCTOBER 11 – NO EMAILS – UNIVERSITY IS CLOSED**
- **NO CLASSES & NO OFFICE HOURS OVER FALL BREAK (OCTOBER 11-OCTOBER 17, 2020 INCLUSIVE)**
- **TEST 1 ON THURSDAY OCTOBER 21, 2021, 33% OF FINAL GRADE (TESTING LECTURE AND ASSIGNED READING MATERIAL FROM MODULE 1, PARTS 1, 2, 3 AND 4)**
  - For equity and accessibility, there are 2 test times offered on October 21. Students will only write the test at one of the times – it is up to each student to choose which time to write the test on October 25, 2021 - ***you do not need to notify Dr. Clancy about what test time you are choosing – access will be granted for either test writing time:***
    - 10am-11am on October 21, 2021: Test will be accessible from 10am-11am, with 75 minutes to complete the test from when you log in
    - 4pm-5pm on October 21, 2021: Test will be accessible from 4pm-5pm, with 75 minutes to complete the test from when you log in

#### **Module 2: October 22-November 25, 2021**

##### **Part 1 - Social Determinants of Health - Part 3 - Social Identity**

Readings:

- Text: Chapter 5, p.87-98

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

## **Part 2 - Health Care Systems**

Readings:

- Text: Chapter 9

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

## **Part 3 - Health Care Consumerism**

Readings:

- Text: Chapter 12

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

## **Part 4 - Health Care Technology**

Readings:

- Text: Chapter 13

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

### **Notes for Module 2:**

- **TEST 2 ON THURSDAY NOVEMBER 25, 38% OF FINAL GRADE (TESTING LECTURE AND ASSIGNED READING MATERIAL FROM MODULE 2, PARTS 1, 2, 3 AND 4)**
  - For equity and accessibility, there are 2 test times offered on November 25. Students will only write the test at one of the times – it is up to each student to choose which time to write the test on November 25, 2021 - ***you do not need to notify Dr. Clancy about what test time you are choosing – access will be granted for either test writing time:***
    - 10am-11am on November 25, 2021: Test will be accessible from 10am-11am, with 75 minutes to complete the test from when you log in
    - 4pm-5pm on November 25, 2021: Test will be accessible from 4pm-5pm, with 75 minutes to complete the test from when you log in

## **Module 3: November 26-December 8, 2021**

### **Part 1 - Globalization and Ethical Issues in Health and Health Care and course wrap-up**

Readings:

- Text: Chapters 7 and 14

Self-direct learning lecture content:

- PowerPoint slides (identical PDF document)
- Additional detailed lecture notes (Word and PDF document)
- Audio recording and transcript

Notes:

- **MINI-QUIZ ON FRIDAY DECEMBER 3, 2021, AVAILABLE FROM 9AM-5PM, 4% OF FINAL GRADE (TESTING LECTURE AND ASSIGNED READING MATERIAL FROM MODULE 3, PART 1)**
- **Thanks for a great term! Good luck on your exams and term papers. Have a great Winter break!**
- **Course evaluations can also be completed during this time. Please check your email from information from the University about accessing course evaluations**

## **Course Policies**

### **Submission of Written Assignments**

Your assignments should be typed and double-spaced in either 10- or 12-point Times New Roman or Arial font. Please submit your assignments to the drop-box on Avenue to Learn on the day that they are due. Emailed assignments will NOT be accepted. Please refer to assignment handouts for information on how, when and where to submit your assignments.

Assignments and exams are marked fairly and carefully. However, in the event that a student disagrees with their mark, the following procedure will be followed:

1. The student must write a detailed one-page note emailed to the TA outlining the reason for the review of the mark. This note must be attached to the original assignment and emailed to the teaching assistant
2. The teaching assistant will review the request and review the original assignment and provide the student with written feedback via email
3. Students must not submit a request for review any earlier than 2 days after the papers are returned and no later than 1 week after
4. If the student is still unsatisfied with the review given by the teaching assistant, the student may go through step 1 again and submit to Dr. Clancy. Dr. Clancy will review the request and review the original assignment and provide the student with written feedback via email

5. Please note that upon re-review, there is a chance that the new grade may be lower than the original grade received

## Grades

Grades will be based on the McMaster University grading scale:

MARK	GRADE
90-100	A+
85-90	A
80-84	A-
77-79	B+
73-76	B
70-72	B-
67-69	C+
63-66	C
60-62	C-
57-59	D+
53-56	D
50-52	D-
0-49	F

## Late Assignments, Late Penalties, and Flexible 3-day Past Due Date Penalty-Free Extension Paper Submission Policy (please read carefully)

Assignments are due on the date stated in the course outline and assignment handouts. However, there is a flexible 3-day past the due date penalty-free extension in place to help reduce stress and provide greater flexibility to students. For example, if a paper is due on October 1, 2021 by 11:59pm, students can have until October 4, 2021 at 11:59pm to submit the assignment without penalty. However, any papers/assignments submitted after the due date will receive a grade only, no comments. **Students do not need to contact Dr. Clancy or their TA if they choose to submit within the 3-day penalty-free window.** Any paper received outside of the 3-day penalty-free extension will receive a late penalty of 15%, with no paper accepted 10 days after the original due date.

## Course Modification

The instructor reserves the right to modify elements of the course during the term. If any modification becomes necessary, reasonable notice and communication with the students will be given with explanation and the opportunity to comment on changes. It is the responsibility of the student to check their McMaster email and course websites weekly during the term and to note any changes.

## Office Hours and Email Communication

I will be hosting 1 hour of office hours in the chat on Avenue to Learn once a week, as well as 1 hour of **by appointment only Zoom** office hours during the week. You must contact me the evening prior to the by appointment Zoom office hour (by 4:30pm) to make an appointment with your me so I can send you a Zoom link for the virtual office hour.

Requests received after 4:30pm will be moved to the following week of office hours; additionally, if all time slots fill up in one week, you may be asked to join the office hours in the following week. Appointments are taken on a first come, first-served basis. **Please note: office hours will be posted on Avenue to Learn in September. Please be aware: these are not private discussions.**

Alternatively, I am also available by email (clancysj@mcmaster.ca). Please use proper email etiquette when sending an email: include the course name in your subject line; provide a salutation (Dear Dr. Clancy); and include your name and student number. **Emails will be answered Monday-Friday between 8:30am and 4:30pm. You can expect a response to your email within 48 hours, excluding weekends, evenings, Fall break, and any holidays or university closures.**

## **University Policies**

### **Academic Integrity**

You are expected to exhibit honesty and use ethical behaviour in all aspects of the learning process. Academic credentials you earn are rooted in principles of honesty and academic integrity. **It is your responsibility to understand what constitutes academic dishonesty.**

Academic dishonesty is to knowingly act or fail to act in a way that results or could result in unearned academic credit or advantage. This behaviour can result in serious consequences, e.g. the grade of zero on an assignment, loss of credit with a notation on the transcript (notation reads: "Grade of F assigned for academic dishonesty"), and/or suspension or expulsion from the university. For information on the various types of academic dishonesty please refer to the [Academic Integrity Policy](https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/), located at <https://secretariat.mcmaster.ca/university-policies-procedures-guidelines/>

The following illustrates only three forms of academic dishonesty:

- plagiarism, e.g. the submission of work that is not one's own or for which other credit has been obtained.
- improper collaboration in group work.
- copying or using unauthorized aids in tests and examinations.

### **Authenticity / Plagiarism Detection**

**Some courses may** use a web-based service (Turnitin.com) to reveal authenticity and ownership of student submitted work. For courses using such software, students will be expected to submit their work electronically either directly to Turnitin.com or via an online learning platform (e.g. A2L, etc.) using plagiarism detection (a service supported by Turnitin.com) so it can be checked for academic dishonesty.

Students who do not wish their work to be submitted through the plagiarism detection software must inform the Instructor before the assignment is due. No penalty will be

assigned to a student who does not submit work to the plagiarism detection software. **All submitted work is subject to normal verification that standards of academic integrity have been upheld** (e.g., on-line search, other software, etc.). For more details about McMaster's use of Turnitin.com please go to [www.mcmaster.ca/academicintegrity](http://www.mcmaster.ca/academicintegrity). **We are not using web-based authenticity/plagiarism detection software in this course.**

### **Courses with an On-line Element**

**Some courses may** use on-line elements (e.g. e-mail, Avenue to Learn (A2L), LearnLink, web pages, capa, Moodle, ThinkingCap, etc.). Students should be aware that, when they access the electronic components of a course using these elements, private information such as first and last names, user names for the McMaster e-mail accounts, and program affiliation may become apparent to all other students in the same course. The available information is dependent on the technology used. Continuation in a course that uses on-line elements will be deemed consent to this disclosure. If you have any questions or concerns about such disclosure please discuss this with the course instructor.

### **Online Proctoring**

**Some courses may** use online proctoring software for tests and exams. This software may require students to turn on their video camera, present identification, monitor and record their computer activities, and/or lock/restrict their browser or other applications/software during tests or exams. This software may be required to be installed before the test/exam begins. **We are not using online proctoring in this course.**

### **Conduct Expectations**

As a McMaster student, you have the right to experience, and the responsibility to demonstrate, respectful and dignified interactions within all of our living, learning and working communities. These expectations are described in the [Code of Student Rights & Responsibilities](#) (the "Code"). All students share the responsibility of maintaining a positive environment for the academic and personal growth of all McMaster community members, **whether in person or online.**

It is essential that students be mindful of their interactions online, as the Code remains in effect in virtual learning environments. The Code applies to any interactions that adversely affect, disrupt, or interfere with reasonable participation in University activities. Student disruptions or behaviours that interfere with university functions on online platforms (e.g. use of Avenue 2 Learn, WebEx or Zoom for delivery), will be taken very seriously and will be investigated. Outcomes may include restriction or removal of the involved students' access to these platforms.

### **Academic Accommodation of Students With Disabilities**

Students with disabilities who require academic accommodation must contact [Student Accessibility Services](#) (SAS) at 905-525-9140 ext. 28652 or [sas@mcmaster.ca](mailto:sas@mcmaster.ca) to make

arrangements with a Program Coordinator. For further information, consult McMaster University's [Academic Accommodation of Students with Disabilities](#) policy.

### **Requests For Relief For Missed Academic Term Work**

[McMaster Student Absence Form \(MSAF\)](#): In the event of an absence for medical or other reasons, students should review and follow the Academic Regulation in the Undergraduate Calendar "Requests for Relief for Missed Academic Term Work".

### **Academic Accommodation For Religious, Indigenous or Spiritual Observances (RISO)**

Students requiring academic accommodation based on religious, indigenous or spiritual observances should follow the procedures set out in the [RISO](#) policy. Students should submit their request to their Faculty Office *normally within 10 working days* of the beginning of term in which they anticipate a need for accommodation or to the Registrar's Office prior to their examinations. Students should also contact their instructors as soon as possible to make alternative arrangements for classes, assignments, and tests.

### **Copyright And Recording**

Students are advised that lectures, demonstrations, performances, and any other course material provided by an instructor include copyright protected works. The Copyright Act and copyright law protect every original literary, dramatic, musical and artistic work, **including lectures** by University instructors.

The recording of lectures, tutorials, or other methods of instruction may occur during a course. Recording may be done by either the instructor for the purpose of authorized distribution, or by a student for the purpose of personal study. Students should be aware that their voice and/or image may be recorded by others during the class. Please speak with the instructor if this is a concern for you.

### **Extreme Circumstances**

The University reserves the right to change the dates and deadlines for any or all courses in extreme circumstances (e.g., severe weather, labour disruptions, etc.). Changes will be communicated through regular McMaster communication channels, such as McMaster Daily News, A2L and/or McMaster email.

### **Faculty of Social Sciences E-mail Communication Policy**

Effective September 1, 2010, it is the policy of the Faculty of Social Sciences that all e-mail communication sent from students to instructors (including TAs), and from students to staff, must originate from the student's own McMaster University e-mail account. This policy protects confidentiality and confirms the identity of the student. It is the student's responsibility to ensure that communication is sent to the university from a McMaster account. If an instructor becomes aware that a communication has come from an alternate address, the instructor may not reply at their discretion.