TEXARKANA COLLEGE

Syllabus: Biology for Non-Science Majors I (Dual Credit)
Course Number: BIOL 1308
Semester & Year:
Instructor Information

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Office Hours: (my conference period, A-days and B-days)

Textbook Information

- **Concepts of Biology**. An open source textbook developed by Rice University. **Available free of charge at:** http://openstaxcollege.org/textbooks/concepts-biology (required)

Student Learning Outcomes for the Course

*At the conclusion of the **lecture portion** of this course students should be able to:*

1. Distinguish between prokaryotic, eukaryotic, plant and animal cells, and identify major cell structures.
2. Identify stages of the cell cycle, mitosis (plant and animal), and meiosis.
3. Interpret results from cell physiology experiments involving movement across membranes, enzymes, photosynthesis, and cellular respiration.
4. Apply genetic principles to predict the outcome of genetic crosses and statistically analyze results.
5. Interpret the results of karyotypes, pedigrees, and biotechnology experiments.
6. Identify parts of a DNA molecule, and describe replication, transcription, and translation.
7. Analyze evidence for evolution and natural selection.

Student Requirements for Completion of the Course

Student Assessment

Lecture exams will be given over the units listed above during the course of the semester. "Daily grades" will include all other coursework completed during the semester, including but not limited to quizzes, in-class assignments, and homework. A comprehensive final exam will be given at the end of the semester.

The course grade will be calculated from the following schedule:

Lecture Exams	**(3/7)—about 43%**
Daily Grades	**(3/7)—about 43%**
Final Exam	**(1/7)—about 14%**

Grading Scale

IMPORTANT NOTE: While students earn numerical grades for high school credit, only letter grades will appear on Texarkana College transcripts. The conversions from numerical grades to letter grades used by Texarkana College are shown in Table I below. Numerical grades will appear on Texas High School transcripts for the local credit earned in this course. The corresponding letter grades for Texas High School are shown in Table II. Because Texarkana College uses the grade of "D" for numerical averages 60-69, students earning semester average grades of 60-69 will earn credit (a "D") on their Texarkana College transcripts but will earn a failing grade (an "F") on their Texas High School transcripts and WILL NOT earn high school credit for this course.

Texarkana College

Semester Grade	Course Average
A	90-100
B	80-89
C	70-79
D	60-69
F	59-below

Table I. Semester Letter Grade Equivalents for Texarkana College

Texas High School

Numerical Grade	Letter Grade
90 - 100	A
80 - 89	B
70 - 79	C
0 - 69	F

Table II. Semester Letter Grade Equivalents for Texas High School (Texarkana Independent School District (TISD) policy)

Class Schedule

Topics will be covered in the approximate order below. Biology topics often contain overlapping material.

1. Intro. to Biology
2. Chemistry of Life
3. Cells, Membranes, & Organelles
4. Intro. to Metabolism
5. Cellular Respiration & Photosynthesis
6. The Cell Cycle & Cell Division
7. Genetics
8. DNA & Gene Expression
9. Biotechnology

FINAL EXAM (Comprehensive)

Attendance Policy
In accordance with Texarkana Independent School District (TISD) policy, the attendance policy will be as follows:

Attendance for Credit: To receive credit in a class, a student must attend at least 90 percent of the days the class is offered. A student who attends at least 75 percent but fewer than 90 percent of the days the class is offered may receive credit for the class if he or she completes a plan approved by the principal that allows the student to fulfill the instructional requirements for the class. If a student is involved in a criminal or juvenile court proceeding, the approval of the judge presiding over the case also will be required before the student receives credit for the class.

If a student attends less than 75 percent of the days a class is offered or has not completed a plan approved by the principal, then the student will be referred to the attendance review committee to determine whether there are extenuating circumstances for the absences and how the student can regain credit, if appropriate. [See policies at FEC.]

In determining whether there were extenuating circumstances for the absences, the attendance committee will use the following guidelines:

- All absences will be considered in determining whether a student has attended the required percentage of days. State-allowed exemptions to the compulsory attendance requirements also will be considered, if make-up work is completed. [See policies at FEA.]
- A transfer or migrant student begins to accumulate absences only after he or she has enrolled in the district. For a student transferring into the district

after school begins, including a migrant student, only those absences after enrollment will be considered.
- In reaching a decision about a student's absences, the committee will attempt to ensure that it is in the best interest of the student.
- The committee will consider the acceptability and authenticity of documented reasons for the student's absences.
- The committee will consider whether the absences were for reasons over which the student or the student's parent could exercise any control.
- The committee will consider the extent to which the student has completed all assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.
- The student or parent will be given an opportunity to present any information to the committee about the absences and to talk about ways to earn or regain credit.

If the committee determines that there have been extenuating circumstances, it will decide how the credit may be regained. If the committee determines, however, that there are no extenuating circumstances, credit will be denied in the classes in which the excessive absences occurred. Parents will receive notice that the student has lost credit due to excessive absences.

The student or parent may appeal the committee's decision to the board of trustees by filing a written request with the superintendent in accordance with policy FNG(LOCAL).

The actual number of days a student must be in attendance in order to receive credit will depend on whether the class is for a full semester or for a full year.

Make Up Hours for Excessive Absences: Students will have the opportunity to make up excessive absences by attending morning and afternoon detentions, Night Library, and designated after school and Saturday tutorials. These opportunities will be the only means that student may use to regain credit.

Requirements for all of these opportunities are as follows:
- Students must have books and materials to study.
- Students will be expected to work without talking to other students.
- Students must sign in and out to receive credit.
- All school rules will be followed or the student will be asked to leave the session without credit.
- No food or drinks will be allowed.
- No electronic devices, including cell phones, Walk-mans, iPods, or other electronic devices will be allowed.
- Students must provide their own transportation. (Transportation may be provided for Saturday tutorials.)

Parents and students will be notified that the student is in danger of being assigned make-up hours. They also will be notified throughout the semester as the amount of make-up hours increases. Make-up hours also will be posted by student ID.

Make-up Policy
In accordance with Texarkana Independent School District (TISD) policy, the make-up work policy will be as follows:

Make-up Work from Absences: In all high school courses, students will make up assignments and performance assessments after absences, including absences as a result of suspension, with the following requirements. If the assignment was made prior to the student's absence, the assignment will be due the first day that the student returns to the campus. If the assignment was made during the student's absence, the student will have the same number of days to complete the work as other students had who were present on the day that the assignment was made.

Academic Dishonesty Policy

> Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an "F".
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> This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at https://www.texarkanacollege.edu/.

Using ChatGPT may be considered academic dishonesty. Please see below.

Academic Integrity and Use of AI Tools Policy
As members of the academic community, you are expected to uphold the highest standards of integrity. The advent of artificial intelligence (AI) tools offers new opportunities and challenges in our pursuit of knowledge and academic growth. To maintain fairness and integrity in our academic work, the following guidelines are established for the use of AI in this course:

Acceptable Use of AI Tools
1. Research Assistance: AI tools may be used for preliminary research and to assist in locating academic sources. Proper citations must be provided for any materials found via AI tools.
2. Skill Development: AI may be employed for skill development in areas such as coding, languages, and mathematical problem-solving. Use these tools responsibly to enhance your understanding rather than replace your learning efforts.

Prohibited Use of AI Tools
1. Assignments and Examinations: AI tools must not be used to generate content or answers for assignments, projects, quizzes, or exams. Submitting AI-generated work as your own is considered academic dishonesty.
2. Paraphrasing and Translation: Using AI to paraphrase text or translate assignments is not permissible if it disguises the source material without proper acknowledgment. All work submitted should be in your own words and reflect your own understanding.

Disclosure and Citation
1. Acknowledgment: If any AI tools are used to aid in your learning process (e.g., for brainstorming or editing), their use must be disclosed in a brief statement in your submission.
2. Citation: All AI-assisted content must be properly cited according to the appropriate academic style guide mentioned in this syllabus.

Consequences of Misuse
Violating this policy will result in disciplinary actions consistent with the College's Academic Integrity Policy, which may include failing the assignment, failing the course, or further disciplinary measures.

Disability Act Statement:

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blase at (903) 823-3450 ext. 3349, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance. If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

Financial Aid:

Attention! Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

Disclaimer
The above syllabus, policies, schedule, and assignments in this course are subject to change in the event of extenuating circumstances or by mutual agreement between the instructor and the students.

TC Police (903) 798-3330
Luretha Loudermill (903)-823-3143 or tc.counselor@texarkanacollege.edu
https://www.texarkanacollege.edu/campus-life/counseling-services/

Basic Needs Security
Any students who has difficulty affording groceries or accessing enough food to eat every day, or who lacks a safe and stable place to live and believes this may affect their performance in this course or ability to remain in school, is urged to contact Tonja Blasé, Director of Student Retention, at (903) 823-3349 for support. Furthermore, please notify the professor if you are comfortable in doing so. It will enable them to provide any resources that they may possess.