

**Syllabus:** Concepts of Biology II Lab Hybrid
**Course Number:** BIOL 1109 H51 HYB
**Semester & Year:** Fall 2017

**Instructor Information**

Name: Holley Robinson
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Office Hours: 7:45-8:00 AM Monday-Thursday, 12:30-3:30 Monday-Wednesday, and by appointment

**Textbook Information**

There is a required kit, code #1310, which must be purchased from the TC Bookstore. All of the manual lab experiments are on Moodle.

**Class Communication**

All forms of communication with students will occur through TC email. Please check your email on a regular basis for announcements regarding this class.

**Student Learning Outcomes for the Course**

Upon successful completion of this course, students will:

1. Apply scientific reasoning to investigate questions and utilize scientific tools such as

microscopes and laboratory equipment to collect and analyze data.

2. Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.

3. Communicate effectively the results of scientific investigations.

4. Define modern evolutionary synthesis, natural selection, population genetics, micro and

macroevolution, and speciation.

5. Describe phylogenetic relationships and classification schemes.

6. Identify the major phyla of life with an emphasis on plants and animals, including the basis

for classification, structural and physiological adaptations, evolutionary history, and

ecological significance.

7. Describe basic animal physiology and homeostasis as maintained by organ systems.

8. Compare different sexual and asexual life cycles noting their adaptive advantages.

9. Illustrate the relationship between major geologic change, extinctions, and evolutionary

trends.

**Lab reports are due at the class meetings that will be held on Friday mornings throughout the semester. You will need to print out your lab write-ups (which can be found on Moodle) and turn them in on the scheduled Fridays.** **Pre-lab questions are not required for this course.**

**ALL LAB REPORTS** will be turned in as a hard copy on the selected Fridays. I will be happy to go over any questions you have about the lab reports that you are turning in, either individually or collectively as a class.

**LAB EXAMS**

Students will take Lab Exams 1-3 in class on the scheduled Fridays. Students are allowed to use their lab experiment data and reports to help them on their exam. Students can also bring any typed or hand-written notes with them and use them on Exams 1-3. Lab experiment reports/questions will be turned in when students turn in Exams 1-3. The final exam will be taken in the testing center, and students will not be allowed to use notes.

**IMPORTANT:** Be sure and look at your posted grades and attendance record on myTC. If you see any issues, there, please let me know as soon as possible. Be sure to save my reply emails to your email submissions and copies of all correspondence as proof of completing your work if any questions come up later in the semester.

**FRIDAY MEETING TIMES:**

**Friday, August 25th at 9:30 AM in Biology Room 119**

**Friday, September 22nd at 9:30 AM in Biology Room 119**

**Friday, October 20th at 9:30 AM in Biology Room 119**

**Friday, November 17th at 9:30 AM in Biology Room 119**

**Friday, December 8th at 9:30 AM in Biology Room 119**

**Friday, December 15th at 9:30 AM in Biology Room 119 (Final Exam)**

**Student Requirements for Completion of the Course and Due Dates**

**\*Dates are subject to change\***

|  |  |  |
| --- | --- | --- |
| Weeks | Units Covered | Labs, Quizzes, and Exams |
| Week 1; August 23-25 | Evolution | **Meeting on 8/25 at 9:30 AM;** Syllabus; Complete Population Genetics Experiments 1 and 2 only (can omit Experiments 3-5) |
| Week 2; August 28-Sept. 1 | Evolution and Phylogeny | Complete Taxonomy Experiments 1 and 2 |
| Week 3; Sept. 5-8 | Microbiology | Complete Bacteria and Archaea Experiments 1 and 2; Complete Protista Experiment 1 only (can omit Protista Experiment 2);  |
| Week 4; Sept. 11-15 | Microbiology | Complete Fungi Experiment 1 (can omit Fungi 2)  |
| Week 5; Sept. 18-22 | Microbiology | **MEETING ON 9/22 at 9:30 AM; All LABS DUE; LAB EXAM 1** |
| Week 6; Sept. 25-29 | Plants | Complete Plant Circulation Experiment 1  |
| Week 7; Oct. 2-6 | Plants | Complete Plant Circulation Experiment 2 |
| Week 8; Oct. 9-13 | Invertebrates | Complete Invertebrate Experiments 1 and 2 (omit Experiment 3)  |
| Week 9; Oct. 16-20 | Invertebrates | Complete Invertebrate Experiments 4 and 5; **MEETING ON 10/20 at 9:30 AM; ALL LABS DUE; LAB EXAM 2** |
| Week 10; Oct. 23-27 | Vertebrates | Complete Animal Structures Experiments 1 and 2 |
| Week 11; Oct. 30-Nov. 3 | Vertebrates | Complete Animal Structures Experiment 3 and Vertebrate Experiment 6  |
| Week 12; Nov. 6-10 | Body Systems  | Complete Circulatory/Respiratory Systems Lab Experiments 1, 2, and 3 |
| Week 13; Nov. 13-17 | Body Systems | Complete Sensory/Nervous Systems Experiments 2-4 (omit Experiment 1); **MEETING ON 11/17 at 9:30 AM; ALL LABS DUE; LAB EXAM 3** |
| THANKSGIVING BREAK |  |  |
| Week 14; Nov. 27-Dec. 1 | Ecology | Complete Ecological Interactions Experiments 1 and 2 |
| Week 15; Dec. 4-8 | Ecology | Complete Ecology of Organisms Experiment 1: **MEETING ON 12/8 at 9:30 AM; ALL LABS DUE; REVIEW FOR FINAL** |
| Week 16; Dec. 11-15 | Finals Week | **FINAL EXAM ON FRIDAY, DECEMBER 15TH DURING CLASS TIME** |

**Note:** This outline is subject to change for reasons of course interest, time constraint, or instructor decision. The exams will be administered on the dates given, unless material relevant for a given exam has not been covered. Under such cases, an exam may be moved to aid in the clarity and understanding of the material.

**Student Assessment**

Students will be evaluated on a combination of lecture examinations, quizzes, articles and other class assignments, and a comprehensive final examination.
**This course is worth a combined total of 800 points**. All lecture tests may include multiple choice, essay, short answer, and labeling questions.

**The point breakdown is as follows:**

|  |  |
| --- | --- |
| **Grade**  | **Number range** |
| **A** | 89.45-100 |
| **B** | 79.45-89.44 |
| **C** | 69.45-79.44 |
| **D** | 59.45-69.44 |
| **F** | 59.44-Below |

**Lab write-ups (hard copies turned in) 300 points**

**Exam 1 100 points**

**Exam 2 100 points**

**Exam 3 100 points**

**Lab Final 200 points**

 **800 points**

As extra credit, an additional 20 points will be added for attendance and participation. Each absence will result in a deduction of 2 points.

The cutoff point for rounding is .45. A final average of 89.45 is an A and a final average of 89.44 is a B.

**Power Point slides, out of class assignments, and study guides will all be available on Moodle. You will need to go to** [**https://tconline.texarkanacollege.edu/**](https://tconline.texarkanacollege.edu/) **and then click on the Moodle link. If you have problems accessing the materials, please let me know.**

**Make-Up Policy**

Students are allowed only one make-up lab exam. These tests will be turned in to the testing center, and a student will have one week to make it up. If a student misses a second test, then they will receive an automatic score of zero.

If you miss a scheduled lab day (selected FRIDAYS at 9:30 AM), then the materials are due by the following Friday. Points will be deducted for lab write-ups and assessments that are turned in or taken late. In that situation, please make arrangements with me to turn in your work in my office. Lab experiments turned in more than one week will not be accepted.

**Absentee Policy**

Texarkana College’s absentee policy allows instructors to withdraw a student from a course due to excessive absences. Faculty members are not obligated to provide opportunities for students to make up missed assignments and tests as a result of a student’s absence from class. Do not stop attending a class without formally withdrawing from the course by the institution’s published last day to drop. If a student does not attend class and does not withdraw from the class, the student will receive a grade of F in the class. *The published Last Day to Drop applies to students; an instructor may withdraw a student for excessive absences at any time during the semester.*

**Withdrawal from a course(s) may affect a student’s current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.**

**EXCUSED ABSENCES**

*A student’s absence due to school trips and/or school business will not be counted against a student’s allowable number of absences. Military duty and absences for Holy Days (FBD LEGAL) are covered in a separate section of the catalog and the student handbook. These are the only types of absences that are considered excused by Texarkana College.* **Responsibility for work missed for any absence is placed on the student.** *Instructors are required to allow students to make up work missed if the absence is due to military duty or religious holy days when students follow the correct notification procedures.* **Instructors are not required to allow students to make up work for absences due to other reasons.**

**MAXIMUM ALLOWABLE ABSENCES**After official registration, the following number of unexcused absences will be the maximum allowable before a student may be dropped from the class:

This LAB course is a **hybrid course**, and as such **the student must also complete an Enrollment Verification activity within the first week of class or the student may be dropped for not having attended**.

**ONLINE/HYBRID COURSE ABSENCES
Absence in a hybrid course is defined as the lack of an active post or submission within the course including discussion board posts, written assignments and tests. This standard will be used to determine all laboratory absentee issues***.*

**The maximum number of absences in this laboratory class is two (2) per semester (the equivalent of two (2) weeks of instruction). Any student who misses more than two Friday sessions will be dropped from the class.**

**WARNING: If you exceed the maximum number of absences for this course you will be dropped (W) from the course.**

**You can view your attendance record on the *myTC* portal under the student tab.**

If circumstances develop (e.g. extended illness, moving from the city, etc.) which necessitates your withdrawal from this or any other course be sure to let me know AND officially withdraw in the Director of Admissions office located in the C. M. Nelson Administration building. The date each semester is posted on the inside page of the current Texarkana College Catalog / Website under "Academic Calendar". A grade of W is recorded on your permanent transcript*if**you withdraw before the official deadline*.

**Class Behavior**

There will be a zero tolerance policy for any behavior that is disruptive and prevents or deters classroom learning. This behavior includes, but is not limited to, any use of vulgar language or rude behavior towards the instructor or any other student in the class. Violation could result in being asked to leave the class, withdrawal from the course, and/or investigation by the Dean of Students. Withdrawal from the course for a disciplinary issue results in a grade of F.

**Cell Phone Policy**

All cell phones will be turned off and kept out of sight in class. If any phones are out while testing, I will assume you are cheating. Students who are on their phones or other electronic devices during an exam will receive a score of zero. There will be no talking on phones or texting while lecture and discussion is taking place. No social media is allowed in class. If you cannot abide by this policy, you will be asked to leave.

**Academic Integrity Statement**

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”.

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://texarkanacollege.edu>.

**Student Responsibilities**

It is the student’s responsibility to know and comply with the instructor’s policy and to contact the instructor to make up missed work.

**Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at (903) 823-3450 ext. 3349, or go by the Recruitment, Advisement, and Retention Department located in the Library 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.

**I reserve the right to modify the syllabus at any time during the semester. The online version of this syllabus (TC Online CMS) is the official syllabus and supercedes all versions of this document in print.**