



Syllabus: Biology for Non-Science Majors II Lab HYBRID

Course Number: BIOL 1109 S2H1 HYB

Semester & Year: Summer II 2024

Instructor Information

Name: Amy Baker

Office: none

Telephone: (972) 284-9296

E-mail: Amy.Baker@texarkanacollege.edu

Office Hours: email with questions, or email for appointment via phone or TEAMS

Textbook Information

We will be using the Inquiry into Life laboratory manual by Sylvia Mader (17th edition). It can be purchased from the TC Bookstore or online. ISBN: 978-1-264-40694-4.

Class Communication

All forms of communication with students will occur through TC-email via the myTC portal. Please check your email on a regular basis for announcements regarding this class. All general instructor emails will be archived for future reference within the Professor's Corner forum (Instructor Amy Baker's Emails to class) in the TC Online LMS ("Moodle").

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.

Photographs or scans of the completed Laboratory Review pages at the end of each lab in the laboratory manual must be turned in throughout the semester for a grade. They will be graded on completion rather than accuracy. It is helpful to complete them correctly, though, because they can also be used as an aid during your lab exams.

LAB EXAMS

Students will take Lab Exams 1-4 and the Lab Final Exam online in Moodle. Students are allowed to use their lab experiment data and review pages to help them on their exam. Students can also use any typed or hand-written notes on Exams 1-4.

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.

Student Requirements for Completion of the Course and Due Dates

Dates are subject to change

Weeks	Units Covered	Labs, Assignments, and Exams
Week 1 07/01-07/7	Evolution, Microbiology, and Plants	Read syllabus Complete Enrollment Verification Activity—due before Mon., 7/1 at 11:59 p.m. Complete Lab Safety Assignment— due by 7/1 at 11:59 p.m. Complete Lab 30— in person, Mon., 7/1 12:30-2:50 p.m.**** Complete Lab 31 — in person, Tues., 7/2 12:30-2:50 p.m.**** Complete Lab Reviews 25-28— due by 7/7 at 11:59 p.m.
Week 2 07/8-07/14	Animals (Invertebrates and Vertebrates)	LAB Exam 1 (over Labs 25-28)—due by 7/14 at 11:59 p.m. ****Labs 30 & 31 will be included in LAB Exam 2 Complete Lab Review 29 — due by 7/14 at 11:59 p.m. LAB Exam 2 (over Labs 29-31)—due by 7/14 at 11:59 p.m.
Week 3 07/15-07/21	Body Systems and Ecology	Complete Lab 14 — in person, Mon., 7/15 12:30-2:50 p.m. Complete Lab 19— in person, Tues., 7/16 12:30-2:50 p.m.**** Complete Lab Reviews 17 & 32— due by 7/21 at 11:59 p.m. LAB Exam 3 (over Labs 14, 17, & 32)—due by 7/21 at 11:59 p.m.
Week 4 07/22-07/28	Body Systems	****Lab 19 will be included in LAB Exam 4 Complete Lab Reviews 16 & 18— due by 7/28 at 11:59 p.m. LAB Exam 4 (over Labs 16, 18, & 19)—due by 7/28 at 11:59 p.m.
Week 5 07/29-07/31	Lab Final Exam	Study for Lab Final Exam LAB FINAL EXAM—due by 7/31 at 11:59 p.m.

Student Assessment

Students will be evaluated on a combination of examinations, lab review photos, in person participation, and a comprehensive final examination.

This course grade is determined as follows:

Lab Review Photos & In Person Participation	37.5%
Lab Exams	37.5%
Lab Final	<u>25%</u>
	100%

Grade	Number range
A	89.5-100
B	79.5-89.49
C	69.5-79.49
D	59.5-69.49
F	0-59.49

Lab exams may include **multiple choice**, essay, short answer, and/or labeling questions.

The cutoff point for rounding is 0.5. A final average of 89.5 is an A, and a final average of 89.49 is a B.

IMPORTANT: Evidence of Lab Review Completion – REQUIRED to be turned in EVERY WEEK!

In order to document student work on each lab, a minimum of one (1) photo of the Laboratory Review questions at the end of the lab being completed must be sent via email to Amy Baker at: Amy.Baker@texarkanacollege.edu **These photos must show that work has been COMPLETED by the student.**

The **photos must be sent via email***, no hard copies or other means will be accepted. The deadlines for the photo submissions are indicated in the individual assignments. **Photos will not be accepted late.** Failure to submit these photos by the deadline will result in the student being counted ABSENT from lab for that week as well as a zero (0) for this grade category for this lab unit!

*On in-person lab days, students may show the instructor their completed review questions **for that lab only** to earn credit for that laboratory review.

Make-Up Policy

Late lab work is not 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 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 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 web 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. *This course will use the email submission of the required laboratory review photos before the deadline to determine attendance in the lab.*

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 weeks can be dropped from the class.

WARNING: If you exceed the maximum number of absences for this course you can 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 withdrawal deadline 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.

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 by email. Amy.Baker@texarkanacollege.edu

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 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.

Basic Needs Security

Any student 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 Blase, Director of Student Retention, at 903-823-3349 for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable the professor to provide any resources to help you that they may possess.

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 supersedes all versions of this document in print.

IMPORTANT BE SURE TO COMPLETE THE COURSE ONLINE ENROLLMENT VERIFICATION ACTIVITY on the BIOL 1109 TC Online LMS (Moodle) class course page with a score of 100% or you will not be allowed to continue in this course!!