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Fall 2013 Section 3402
Office Hour: T 6PM

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T 6:45-10 PM MSA309

BIOLOGY 003B INTRODUCTION TO BIOLOGY (LABORATORY)

IMPORTANT!! READ THE SYLLABUS!!

NOTE ABOUT ME : I REQUIRE YOU TO USE YOUR BRAIN

Doing well in this class requires effort and participation from your part. This is not a class where you learn passively by just listening to me talk. People typically learn best from DOING. In the same vein, I believe that, in life, people who simply TRY generally are more successful than people who don't. Therefore, a significant portion of your grade is based on the amount of effort you put in as evidenced by the completion of lab reports. In other words, you cannot expect to do well in this class if you do not attend class and complete your assignments, even if you ace all of the exams.

I don't do extra credit. The easiest way, by far, to help improve your grade is to complete the lab reports (30% of your grade!).

COURSE DESCRIPTION

- This is the laboratory portion of a general biology course designed to provide a foundation for more advanced courses in biology, including human anatomy, physiology, and microbiology.
- This course will introduce you to the diverse types of organisms and other basic principles of biology with an emphasis on the scientific method and basic techniques used in scientific research.
- The student will perform lab manual exercises which incorporate completion of brief lab reports, mathematical computation, analytical techniques, and laboratory skills.
- You will need to make written short answer observations, logical analysis of experimental results, calculations and drawings.
- You will be required to perform animal dissections on an earthworm, grasshopper, and a fetal pig.
- In addition, this course will help students achieve the following Institutional Student Learning Outcomes:
 - A. Critical Thinking: Analyzing problems by differentiating fact from opinions, using evidence, and using sound reasoning to specify multiple solutions and their consequences.
 - B. Technical competence: Utilize the appropriate technology effectively for informational, academic, personal, and professional needs.

REQUIRED BOOKS & MATERIALS

S.A. Fink; Biology Laboratory; BioBooks Pub.; 2003 – **You MUST have a brand-new copy of your own!**

EXAMINATION SCHEDULE

Midterm: **October 22, 2013**

Final: **December 10, 2013**

The Final Examination is **comprehensive** for the entire semester.

All lab exams will consist of identification questions, as well as objective-type questions (i.e. true/false; multiple choice; matching) that will be answered on **Scan-tron (882)** forms. You will be expected to provide Scan-tron 882 forms and a soft lead no. 2 pencil with a good eraser.

Consider the exam dates carefully. They are not flexible. Changes in exam dates are permissible only in the event of serious emergencies and will be approved on a case-by-case basis.

NO LATE OR MAKE-UP EXAMS (OR QUIZZES OR LABS) WILL BE GIVEN!

RULES OF CONDUCT DURING EXAMS

1. You **MUST** arrive at class with a Scan-tron, sharpened pencil, and a good eraser. You may not begin an exam until you have these items, and you will not be allowed to borrow them from classmates.
2. Once you have received your exam, you may not leave the room until you have finished.
3. Anything that makes noise or allows you to communicate with anyone/thing else must be turned off.
4. Anyone who is **SUSPECTED** of cheating will be asked to leave the room and will fail the exam. Additional disciplinary procedures may follow.

GRADING

Participation in Lab Activities/Reports 30%

Weekly Quizzes 25%

Midterm 20%

Final 25%

90 - 100%	A
80 - 89%	B
70 - 79%	C
60 - 69%	D
below 60%	F

Take responsibility for your education and keep track of your scores!

*In the event of **borderline** grades, those students who achieve a B average or better (80% or higher) on their weekly quizzes will receive the next higher grade.

WEEKLY QUIZZES

- Quizzes will be given weekly, with the exception of weeks 1 and 2 and the weeks of the midterm and final.
- No quizzes are dropped.
- Two quizzes are given in Week 15, one in the beginning of the period and one at the end.
- **Lab quizzes take place in the first 10 minutes of class only. If you are late, you do not get to take the quiz.**
- **Quizzes contain questions regarding the previous and current weeks' labs. Study accordingly.**

ATTENDANCE/COMPLETION OF LAB ACTIVITIES AND REPORTS

- During each lab period, one or more exercises will be completed that are designed to demonstrate specific principles in biology.
- All work must be done in class unless otherwise specified.
- **There will be no make-up labs.** Each lab requires certain equipment, chemicals and/or other supplies which can only be made available during the lab for that week.
- **If you miss a lab, you will lose all the points associated with that particular day's lab.**
- Late work is **NOT** accepted.
- Students who do not show up on the first day of class are dropped. If you have 3 or more absences, you may be dropped.

WITHDRAWAL FROM CLASS

YOU ARE RESPONSIBLE for your credit and enrollment status. If you decide to withdraw from class, you must inform the admissions office. If you fail to do this and simply stop showing up to class, you may receive a grade of "F" for the semester for the class.

ENROLLMENT

Students who are given Add slips have a week to submit the slip to Admissions and return a copy of the slip to the instructor. Do NOT assume that having an Add slip equals being enrolled in the class. I will NOT submit In Lieu of grade cards for students who fail to submit Add slips on time.

ACADEMIC DISHONESTY

You are expected to do your own work on all assignments, reports, examinations, etc. If you are caught cheating, you will receive an "F" for the assignment or exam. In addition, further disciplinary actions may be pursued.

Here is a list of some actions (but not all) that are considered cheating:

1. Talking during exams
2. Looking at other students' exams
3. Using notes of any kind during an exam
4. Showing another student your exam or passing information in any manner to another student
5. Using translation dictionaries or calculators during an exam
6. Copying someone else's work

EXPECTATIONS ON STUDENT CONDUCT

1. BE CONSIDERATE of others. Don't talk during class. Don't text. Turn off your cell phone. Raise your hand before speaking.
2. Arrive on time. Frequent tardiness is disruptive to others, bad for your learning, and is strongly discouraged. **If you arrive more than 30 minutes late, you will be considered absent for the day.**
3. Please do not leave the room more than once during class. If you find yourself having to do so, please take the day off.

In addition, students are expect to adhere to the WLAC Standards of Student Conduct as published in the college catalog and the Schedule of Classes.

HOW TO SUCCEED IN THIS CLASS

1. Attend class! Come on time and stay for the entire class period.
2. Engage yourself. Try to apply things you learned in class to your own life.
3. Study and review after each class, when the material is still fresh in your mind.
4. Start studying for exams at least one week in advance. Don't cram.
5. Take notes. How else would you remember what was said in class?

SCHEDULE

WEEK	DATES	LABORATORY TOPIC	LAB MANUAL SECTION
1	Aug 27	Lab Orientation	
2	Sept 3	Measurement in Biology (No Quiz)	A
3	Sept 10	The Microscope & Its Uses	B
4	Sept 17	The Cell	D
5	Sept 24	Cell Division	F
6	Oct 1	Cell Division & Identification of Organic Molecules	F, C
7	Oct 8	Introduction to Graphing, Diffusion, Osmosis	X,E
8	Oct 15	Enzymes	CC
9	Oct 22	MIDTERM	
10	Oct 29	Classification of Organisms; Viruses, Kingdom Monera & Protista	G, H, I, J
11	Nov 5	Kingdoms Protista, Fungi & Plants	J,K, L
12	Nov 12	Vegetative Organs & Repro in Angiosperms, Dichotomous Keys	M, N, MM
13	Nov 19	Invertebrate Animals	O, P
14	Nov 26	Vertebrate Animals, Histology	R, S, T
15	Dec 3	Fetal Pig (2 Quizzes)	U
	Dec 10	FINAL EXAM PERIOD (No lab exercise class meetings)	

