

**COURSE INFORMATION SHEET
BIOLOGY-1406**

Instructor: Roxanne Brown

Course Sections:

Times:

BIOL 1406-B1	TR 11:00am - 12:45 pm
BIOL 1406-N1	Online
BIOL 1322-N1	Online
FORS 2440	T R 8:00 am- 10:40 pm

Classroom: C-4 Classroom Building and C-7 (for some laboratory activities)

Office: Office 29 of the Classroom Building (Brenham)
Office 110 of the Science Building (Bryan)

Phone: 979-830-4240 (Brenham)
979-209-7432 (Bryan)

Email: rbrown@blinn.edu

Office Hours:

Day	Time	Location
Sunday	8:30 pm to 9:30 pm	Online via Elluminate: (cooper.blinn.edu)
Monday	9:00 am to 10:00 am	Brenham
Tuesday	1:00 pm to 2:00 pm	Brenham
Tuesday	8:30 pm to 9:30 pm	Online via Elluminate: (cooper.blinn.edu)
Wednesday	9:00 am to 10:00 am	Bryan & Online via Elluminate: (cooper.blinn.edu)
Thursday	1:00 pm to 2:00 pm	Brenham
Friday	9:00 am to 10:00 am	Bryan & Online via Elluminate: (cooper.blinn.edu)

If you cannot see me during my regular office hours, I would be happy to see you at an alternative time.
Please contact me for an appointment.

COURSE DESCRIPTION

An in-depth introductory survey of contemporary biology for students majoring in the biological sciences Topics emphasized include, the chemical basis of life, structure and function of cells, energy transformations and molecular biology and genetics. Three class hours and three laboratory hours per week. Credit: Four Semester Hours.

PREREQUISITES

Appropriate THEA test score or completion of READ 0306 with a grade of "C" or better.

CORE COURSE INFORMATION

This is a Core Course in the 42-Hour Core of Blinn College. As such, students will develop proficiency in the appropriate Intellectual Competencies, Exemplary Educational Objectives, and Perspectives. For further information please visit the following web address: www.blinn.edu/corecurriculum

COURSE OBJECTIVES

These learning outcomes and course objectives will include the student demonstrating competence in the following areas.

Lecture Objectives:

- 1) Differentiate between science and other fields of knowledge and learning.
- 2) Understand the underlying unity to the diversity of life.
- 3) Demonstrate knowledge of the role of natural selection in evolutionary change.
- 4) Explain the major molecular structures basic to life.
- 5) Display knowledge of the anatomy and physiology of cells.
- 6) Exhibit an understanding of the processes involved in cellular respiration and photosynthesis.
- 7) Differentiate among the processes and stages of cellular reproduction.
- 8) Demonstrate an understanding of the mechanisms of inheritance.
- 9) Elaborate on the role of DNA in cellular function and homeostasis.
- 10) Communicate an understanding of the regulation of gene expression.
- 11) Evaluate environmental and genetic interactions.
- 12) Communicate effectively an understanding of the role of genetic engineering and biotechnology in the areas of agriculture, medicine, and society as a whole.

Laboratory Objectives:

- 1) Demonstrate familiarity with the fundamentals of laboratory safety.
- 2) Display an understanding of problem solving in science.
- 3) Using laboratory equipment in a correct manner.
- 4) Relate biological concepts to laboratory activities.

TEXTBOOKS AND SUPPLIES

REQUIRED MATERIALS

LECTURE TEXT: BIOLOGY, 8th Edition, Peter Raven et al., McGraw Hill Publishers. We will cover the early chapters in the book, so you may purchase the full textbook if you plan on taking BIOL 1406 and 1407. If you only plan to take BIOL 1406, volume I is more cost effective.

LAB MANUAL: Biology 1406, 2nd Edition, Vidya Rajan and Linda Richardson. Custom Lab Manual for Blinn College Bryan Campus

DESCRIPTION OF COURSE CONTENT

A. Lecture Topics

1. Characteristics of living organisms
2. Scientific method
3. Chemistry of life
4. Biology of the cell
5. Movement of material across the cell membrane
6. Cellular reproduction
7. Utilization of energy at the cellular level
8. Genetics

B. Lab Topics

1. Use of the MSDS and general laboratory safety techniques and practices
2. Metric system
3. Introduction to microscopy
4. Organic molecules
5. Enzymes
6. Osmosis and diffusion
7. Cell structure
8. Mitosis
9. Meiosis
10. Photosynthesis
11. Cellular respiration
12. Genetics

COLLEGE CIVILITY

Civility Statement: Members of the Blinn College community, which includes faculty, staff and students, are expected to act honestly and responsibly in all aspects of campus life. Blinn College holds all members accountable for their actions and words. Therefore, all members should commit themselves to behave in a manner that recognizes personal respect and demonstrates concern for the personal dignity, rights, and freedoms of every member of the College community, including respect for College property and the physical and intellectual property of others.

Civility Notification Statement: If a student is asked to leave the classroom because of uncivil behavior, the student may not return to that class until he or she arranges a conference with the instructor; it is the student's responsibility to arrange for this conference.

DISABILITY RESOURCES AND SERVICES

Students with documented disabilities may seek support from Blinn College's Office of Disability Services. Students are encouraged to contact this office as early as possible to initiate services. To make an appointment or to receive more information about services on all campuses please contact:

The Office of Disability Services (ODS)

Room 104, Administration Building
Brenham, Texas 77833
(979) 830-4157

<http://www.blinn.edu/disability.htm>

COURSEWORK

LAB MANUAL

This is an important part of biology. You will be expected to complete the labs assigned either during class or finishing on your own time. In order to enhance your lab time it is imperative that you read and understand the labs before coming to class. The lab manual will not be taken up for a grade. The manual is your study guide/set of notes for the lab practical. Students that do not regularly attend lab, will find it difficult to perform well on a lab practical.

PRELAB ASSIGNMENTS (5 point assignments)

Just as you are expected to read your lecture text, before coming to class, it is important that you read over laboratory material in advance of coming to class as well. Prelab assignments require that you read over the lab that is planned for a given week, and answer questions related to your reading. Prelabs for the semester will be listed on Ecampus. Students will be responsible for completing these assignments online before class begins. Due dates and times are set via the Ecampus server (usually Sundays) and once the allotted time has expired, assignments will no longer be accepted.

LAB PRACTICALS (50 point assignments)

There will be three lab practicals during the semester. They will cover and test your knowledge of the material we have covered in lab. You will use your lab manual and the knowledge that you gained from the labs to prepare for the lab practical. Lab practicals are not comprehensive. Take these practicals very seriously. Do not wait until the day before the test to begin preparing for a practical.

DAILY ASSIGNMENTS (10 point assignments)

In-class and out of class work may be given to the student periodically throughout the semester to supplement classroom lecture/lab. Some assignments will be completed during lab and others will be given or finished for homework via eCampus. No late daily assignments will be accepted. Assignments will have a due date and time listed. Assignments given via Ecampus must be completed through the Ecampus portal and are due by the times posted on Ecampus. **NO LATE WORK WILL BE ACCEPTED.**

Reading Assessment Tests: It is important that you read both the lecture material and lab assignments before class. It will make the lectures smoother and more meaningful as well as increase your comprehension, resulting in a better test score. Reading will be assessed online, via a graded assignment called a RAT, (Reading Assessment Test). These tests will be conducted using Ecampus and will usually be due on Sunday evenings. Due dates and times are set via the Ecampus server and once the allotted time has expired, assignments will no longer be accepted. **PLEASE BE AWARE THAT THIS IS A TIMED ASSIGNMENT. YOU WILL HAVE A LIMITED TIME TO COMPLETE YOUR RAT SO IT IS IMPORTANT THAT YOU READ AND TAKE NOTES, BEFORE YOU START THE ASSIGNMENT. ONCE THE TIME HAS EXPIRED, YOU WILL NOT BE ALLOWED FINISH THE ASSIGNMENT OR SUBMIT YOUR ANSWERS (RESULTING IN A ZERO)**

MAJOR EXAMS (100 point assignments)

There will be three major exams during the semester. These will cover the lectures and your notes. They may consist of multiple choice, fill-in-the-blank, drawings/diagrams, matching, and short answer essay (» paragraph). Take these exams very seriously. Do not wait until the day before the test to begin preparing for an exam.

DISCUSSIONS

In order to provide students in an online environment the too opportunity interact with their peers, online discussions will be used regularly during the course. This will count as the participation portion of the grading scheme. Students will have a new discussion top to address each week for the majority of the semester. A rubric detailing how the discussion will be graded is available on the eCampus course site.

GRADING CRITERIA

This course is graded using a point system. Class assignments will have the following point values:

Type of Assignment	# of Assignments	Point Value	Total Possible
Major Exams	3	100	300 points
In-class/Out of Class/RATS/Quizzes*	20	10	200 points
Discussion Questions (10)**	10	10	100 points
Lab Practical	3	50	150
Pre Lab Assignments (10)***	10	5	50
Final Exam (1)	1	200	200
Total Point Scale			1000 points

* If there are more than a total of 20 daily assignments (in or out of class). Only the 20 best scores will be counted in grade calculation

**You will have approximately 12 discussion forums this semester. Regardless of the number of graded sessions you have, only your best 10 scores will be counted.

***If there are more than a total of ten Pre Lab Assignments. Only the ten best scores will be counted in grade calculation.

GRADING SCALE

Points	Letter Grade
900-1000	A
800-899	B
700-799	C
600-699	D
0-599	F

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ATTENDANCE

The College District believes that class attendance is essential for student success; therefore, students are required to promptly and regularly attend all their classes. Each class meeting builds the foundation for subsequent class meetings. Without full participation and regular class attendance, students shall find themselves at a severe disadvantage for achieving success in college. Class participation shall constitute at least ten percent of the final course grade. It is the responsibility of each faculty member, in consultation with the division chair, to determine how participation is achieved in his or her class. Faculty will require students to regularly attend class and will keep a record of attendance from the first day of class and/or the first day the student's name appears on the roster through final examinations. If a student has one week's worth of unexcused absences during the semester, he/she will be sent an e-mail by the College requiring the student to contact his/her instructor and schedule a conference immediately to discuss his/her attendance issues. Should the student accumulate two weeks worth of unexcused absences, he/she will be administratively withdrawn from class.

There are three forms of excused absences recognized by Blinn College:

1. *Observation of religious holy days* – Sec. 51.911(b), Texas Education Code. An institution of higher education shall excuse a student attending classes and/or required activities, including examinations, for the observance of a religious holy day. A student whose absence is excused under this section may not be penalized for that absence and shall be allowed to take an examination or complete an assignment. The student should notify his or her instructor(s) not later than the 15th day of the semester concerning the specific date(s) that the student will be absent for any religious holy day(s); and
2. *Representing the College District at an official institutional function.* If a student is asked by the College District to be an official representative of the College District at any function approved by the institution, the student will be excused from any classes missed and must be allowed to complete all work without penalty for that absence(s) in a timely manner as directed by the faculty member.
3. *A high school student representing the independent school district at an official institutional function.* If a high school student is asked by the independent school district to be an official representative of the school district at any function approved by the institution, the student shall be excused from any class missed and must be allowed to complete all work without penalty for the absence(s) in a timely manner as directed by the faculty member.

Other absences may be excused at the discretion of the faculty member.

If a student resides in College District housing, failure to attend classes may be grounds for loss of residential housing privileges (see residential housing contract for details). Students enrolled in developmental courses are subject to state-mandated attendance policies. Failure to attend developmental classes shall result in removal from the course as defined by state law.

Attendance will be checked orally for the first 12 class days and then will be checked electronically via CPS for the rest of the semester. If a student comes to class late/has missed using CPS (attendance), he/she may see the instructor AFTER class is over to sign in for attendance for that day; otherwise the student will receive an unexcused absence.

Students should review the entire policy in the student handbook.

Implications for online students: Attendance still counts in the online environment and students are expected to attend class regularly. This is not a self paced course. Students have graded assignments due every week and late assignments are not accepted. In the online environment, students are required to log into their eCampus course and Fitday.com account each week. A Student that fails to log in to eCampus and complete any eCampus assignments during a 1 week time span (from Monday-Sunday) will be reported via BDRIS for lack of attendance. If a student fails to logon and complete any coursework for a 2nd (consecutive or nonconsecutive) week, the student will be administratively dropped from the course.

SCHOLASTIC DISHONESTY

SCHOLASTIC INTEGRITY PHILOSOPHY

It is the responsibility of instructors to maintain scholastic integrity at the College by refusing to tolerate any form of scholastic dishonesty. Adequate control of test materials, strict supervision during testing, and other preventative measures should be utilized, as necessary, to prevent cheating or plagiarism. If there is compelling evidence that a student is involved in cheating or plagiarism, the instructor should assume responsibility and address the infraction. Likewise, any student accused of scholastic dishonesty is entitled to due process as outlined in this policy. In a case of scholastic dishonesty, it is critical that written documentation be maintained at each level throughout the process.

The following sanctions may be imposed by the instructor and division chairman: an appropriate grade penalty ranging from a grade of zero on the assignment/examination up to and including the imposition of an "F" for the entire course.

DISCIPLINARY PENALTIES

In cases where the student is permitted to remain in the course after being found guilty of scholastic dishonesty, the instructor may, but is not required to, have the student retake a test or complete other coursework involved in the act of dishonesty.

I taking cheating and plagiarism seriously. I encourage students to work collaboratively on unit assignments, discussions, and group projects, but exams should always represent the effort and knowledge of the individual student. If you are caught cheating, I will fully support the Learning Center Staff and recommend an "F" for the course as a disciplinary penalty.

Students should review this policy in its entirety in the Blinn College Student Handbook.

MAKE-UP WORK

Blinn Policy:

A student who misses a major or final examination may ask the instructor for permission to make up the examination. If the student purposely misses an examination, the instructor may refuse a make-up examination. If a student is absent while officially representing Blinn College, for example as a college club member or as a participant in a choral, band, or athletic event, the student should be permitted to make up the examination. Major examinations are to be made up within two weeks after he/she returns to class or at the discretion of the instructor. Final examinations must be made up within 90 days. Short tests may or may not be made up, depending upon the instructor's decision. However, a student missing a pop test while he/she is representing Blinn College will not be penalized if he/she is not permitted to make up the test.

Instructor's Make-up Policy

In an online class, students have the luxury to turn their assignments in anytime up to the due date/time. Late assignments are not accepted and result in grade of zero. Do not wait until the last minute to complete assignments, because computer failure, loss of connectivity, inability to access a computer, last minute illness, ect... will not be acceptable excuses for assignments not getting turned in by the due date/time.

Major Exams: Students will have a full week to take exams at the Learning Center, so exams cannot normally be made up and if not taken result in a grade of zero. In cases of a **verifiable** family or medical emergency, I will offer a comprehensive essay make-up at the end of the semester. This also applies to school approved absences. If you know you are going to be absent and want to take the same type of exam as the other students, you need to take the exam during the 1 week time span it is made available in the Learning Center.

School Approved Absences: Concerning school approved functions; the student is excused for the day that was missed only. Any online assignments due on the day of a student's absence must still be turned in on time (unless arrangements are made with the instructor in advance).

DRESS CODE

Blinn College students are to dress using generally accepted standards of neatness, cleanliness, modesty and good taste.

Students should review this policy in its entirety in the Blinn College Student Handbook.

Since this is an online course, I have no idea if you are completing coursework while wearing bunny slippers or a bathing suit, however, when you come to campus to take an exam in the Learning Center, please dress appropriately. They have the right to enforce the dress code.

ELECTRONIC DEVICE POLICY

All the functions of all personal electronic devices designed for communication and/or entertainment (cell phones, pagers, beepers, iPods, and similar devices) must be turned off and kept out of sight in all Blinn College classrooms and associated laboratories. Any noncompliance with this policy will be addressed in accordance with the Blinn College civility policy (Administrative Policy).

Additionally, any communication understood by the instructor to be in the nature of cheating will have consequences in accordance with this Blinn College policy section regarding academic dishonesty [FLB (Local)]. Students exempted from this policy section include, active members of firefighting organizations, emergency medical services organizations, commissioned police officers, on-call employees of any political subdivision of the state of Texas, or agencies of the federal government. Exempted students are expected to set the emergency-use devices on silent or vibrate mode only.

Any student violating this policy shall be subject to discipline, including suspension, in accordance with FM.

FOOD AND DRINKS IN THE CLASSROOM

Do not bring food, drink, or tobacco into the lab. (The applies to the learning/testing center also).

PROPOSED CALENDAR (subject to change)

Week of	Topic	RAVEN CHAPTER
1/19	CLASS ORIENTATION & SAFETY INTRODUCTION & MICROSCOPE	CHAPTER 1
1/26	ATOMS & MOLECULES/ METRIC SYSTEM, BONDS, WATER, pH	CHAPTER 2
2/2	ORGANIC MOLECULES	CHAPTER 3
2/9	CELL STRUCTURE	CHAPTER 4
2/16	CELL MEMBRANES FIRST MAJOR EXAM : Available in LC 2/15 to 2/22 over Ch 1-4 Lab Meeting 9:00 to 3:30 Saturday Feb 14th	CHAPTER 5
2/23	CELL DIVISION: Fission & Mitosis	CHAPTER 10
3/2	CELLULAR DIVISION: MEIOSIS ENERGY FLOW / ENZYMES	CHAPTER 11 CHAPTER 6
3/9	RESPIRATION Lab Meeting 9:00 to 3:30 Saturday March 14th	CHAPTER 7
3/16	Spring Break!!	
3/23	Second MAJOR EXAM : Available in LC 3/23 to 3/29 over Ch 5,6,7,10,11 PHOTOSYNTHESIS	CHAPTER 8
3/30	GENETICS	CHAPTER 12
4/6	Chromosomal Theory DNA: THE GENETIC MATERIAL Lab Meeting 9:00 to 3:30 Saturday April 11th	CHAPTER 13 CHAPTER 14
4/13	TRANSCRIPTION & TRANSLATION	CHAPTER 15
4/20	CONTROL OF GENE EXPRESSION	CHAPTER 16
4/27	THIRD MAJOR EXAM : Available in LC 4/26 to 5/3 over Ch 8, 12-16	CHAPTER 17
Last lab Meeting 9:00 to 3:30 Saturday May 2nd		
Final Exam (Comprehensive)		Exam Available in LC 5/7/09 to 5/13/09

ACCESSING ECAMPUS:

Logging on to eCampus:

- Go to the web address: <https://ecampus.blinn.edu/default.asp>
- Your Ecampus Login ID is your student ID and your password is your DOB (numerically yearmonthday)
- General Biology 1406 should be listed as one of your course options
- Prelab 2 will be found in the area called "Assessments"
- **If you have problems completing the above instructions, you might try the tutorial provided by the Distance Education department:** <http://www.blinn.edu/disted/students/index.htm>
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Problems with eCampus:

- Check your Browser: This button is located in the upper right hand corner of the eCampus login page (ecampus.blinn.edu)
- Check out FAQ on tech support page:: <http://www.blinn.edu/disted/students/index.htm>
- If FAQ doesn't help, contact tech support (see left side of tech support page).