

BIO 101-02
Spring 2009 / Walton

**BIO 101 Principles of Biology
SYLLABUS**

*The common BIO 101 syllabus and goals/expectations guide is available at O:\Biology\Bio 101 handouts. This syllabus includes the information on the common syllabus plus additional information specific to BIO 101-02.

General information for BIO 101-02:

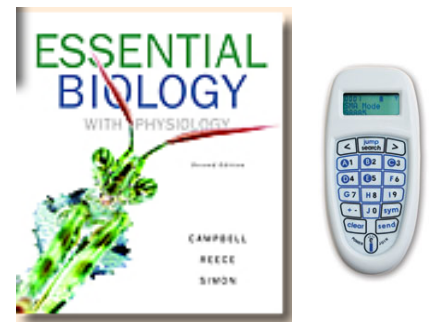
- Course meeting time and location: MTWF 9:00 - 9:50am, Agenstein Hall 205
- Instructor: Dr. Kristen Walton
- Office location: Agenstein Hall 201
- Office hours: MTWF 10:00am-11:30am
- Phone: 816-271-5613
- Email: kw Walton1@missouriwestern.edu (include "BIO 101" in the subject line)

Course websites and internet use:

- Students will be **required** to use library and Internet resources for this class. Students will need basic word processing and Internet searching skills for the completion of assignments, exercises, quizzes and projects during this course. Help using computers, software, WebCT, and the internet is available from the Instructional Media Center on campus.
- The primary course website is the Blackboard/WebCT site with course notes, assignments, and grades: <http://webct.missouriwestern.edu>
- General information: http://academic.missouriwestern.edu/kw Walton1/BIO_101.htm
- Clicker company (eInstruction) website to enroll your clicker in BIO 101-02: <http://www.einstruction.com>
- Textbook website with practice quizzes, interactive activities, etc: <http://www.aw-bc.com/campbell/> (click on the image of your textbook to reach a login screen)

Required textbooks and materials:

- Essential Biology with Physiology, 2nd Edition, by Campbell, Reece & Simon, ISBN-13: 9780805368413
- CPS clicker and access code (ISBN: 978-1-881483-71-7, older models not acceptable)
- Lab book: none



Course Objectives

After successfully completing this course, students will be able to:

- Explain fundamental concepts in biology, including concepts in biochemistry, cell biology, genetics, evolution, and ecology
- Access and critically evaluate scientific information evidence and hypotheses as a scientifically literate citizen
- Analyze and discuss biological information using mathematical, statistical, and graphical methods

Classroom citizenship:

- You are expected to participate in discussions and group work, to be attentive while someone else is speaking, and to show respect for the opinions and questions of others.
- While in lecture or laboratory class meetings, students are expected to act in a professional, courteous, and respectful manner in order to maintain a productive learning environment for all. The use of any personal electronic devices (cellular phones, PDAs, MP3 music players, etc.) during class time is not permitted, except for an emergency or as part of a class activity. **This includes text messaging.** Please turn all such devices off or set to silent mode upon entering the classroom or laboratory. Unauthorized use

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of personal electronic devices during a class meeting may, at the discretion of the instructor, result in loss of any grading points for that meeting or your being dismissed from class for the day and an unexcused absence recorded.

- Laptops are allowed provided they are used solely for note-taking.
- Failure to comply with these policies may result in dismissal from class and being counted as an unexcused absence for the day, and/or loss of any points associated with in-class activities.

Students with disabilities:

- Any student in this course who has a disability that prevents the fullest expression of abilities should contact me personally as soon as possible so that we can discuss class requirements.
- Students with disabilities requiring special accommodation should contact the Disability Services Office (Eder Hall 203N, phone 816-271-4330). The coordinator will explain services to the student and assist the student with any school related problems that might be encountered.

Course grading policies:

- **Final course grades are calculated as follows:**
 - **Lecture (75% of overall course grade)**
 - 3 regular lecture exams plus a final exam (20% each = 80% of lecture grade)
 - Quizzes & assignments (20% of lecture grade)
 - **Lab (25% of overall course grade)**
 - Lab quizzes and worksheets (100% of lab grade)
- Your lecture grades will be posted to the course Blackboard/WebCT site throughout the semester. You can calculate your current lecture grade by averaging your quiz/assignment grades, averaging your exam grades, and then using the following formula:
 - $(\text{Quiz/assignment percent grade} \times 0.2) + (\text{Exam average} \times 0.8) = \text{current lecture percent grade}$
- Calculate your overall course grade using the following formula:
 - $(\text{Lecture percent grade} \times 0.75) + (\text{Lab percent grade} \times 0.25) = \text{current overall course percent grade}$
- **Letter grades for the course will be assigned as follows:**
A= 90-100%, B= 80-89%, C= 70-79%, D= 60-69%, F= <60%

Assessments:

- Exams, quizzes, and assignments will include multiple choice, fill in the blank, short answer or short essay questions, or a combination of these formats.
- Exam and assignment material will come from lecture, reading materials, and videos, as well as any discussions that occur during lectures. Be aware that information discussed during class may not be addressed in the readings and some of the readings may not be discussed in class.
- The final exam will include a section on new material covered after Exam 3 plus a comprehensive section that may include any information covered during the semester.
- In-class quizzes and exams may require the use of your CPS clicker. If you don't have your clicker on the day of an assessment that requires it, you may receive a zero for that assessment.
- **Your lowest individual quiz/assignment score will be dropped and the remainder will be averaged to calculate the quiz/assignment portion of your lecture grade.**

Make-up policies:

- Late assignments due to unexcused absences will not be accepted. If you must miss a class in which an assignment is due, make arrangements to turn it in ahead of time.
- You will be given ample time to complete online assignments, so internet access or other technical problems are not acceptable excuses for late online assignments. It is your responsibility to be sure that online assignments are submitted and complete. Plan ahead and complete online assignments early.

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- There will be **no makeups** for missed in-class quizzes and graded assignments, for any reason. Your lowest quiz or assignment grade will be dropped when your lecture grade is calculated at the end of the semester.
- The exam dates are listed on the attached course schedule. Any changes to exam dates will be announced in class at least a week ahead of time. Make-up exams will only be offered if an MWSU-approved reason exists (extreme illness, emergency, official MWSU business) and you take the initiative to contact me **prior** to the exam or at the beginning of the first day back in class after an emergency absence. Any make-up exams may be in a format typically less preferred by students (such as essay).

Attendance:

- **Attendance will be recorded using your CPS clicker** - therefore, you must bring it to **every** lecture. If you do not have your clicker, **you** are responsible for signing the rollsheets, or you will be considered absent. If you are not present at the time roll is taken (at any time during the class period), you may be considered absent for that day. Clickers must be registered for this class by Tuesday, Jan. 20th.
- **Attendance is mandatory:** In order to improve student learning as well as to achieve compliance with federal financial aid policies, Western has a mandatory attendance policy for students in all 100 and 200 level courses.
- You will be given an excused absence when acting as an official representative of the university, provided **you** give prior written verification signed by the faculty/staff supervisor of the event. Documented medical or family emergencies will also be considered excused absences. Excused absences must be requested no later than the first class following your absence. All other absences will be deemed unexcused.
- The maximum number of unexcused absences allowed for this class before the midterm report, March 18th, is **7**. Thus, when you have **8** unexcused absences on or before March 18th, you will be reported to the Registrar's Office and you will be automatically withdrawn from this class. The Financial Aid Office will reduce financial aid as appropriate.
- An absence, whether excused or unexcused, does **not** excuse you from materials, announcements, or assignments given on the day you miss.

Additional information for BIO 101 laboratory:

- All students must be registered for a section of BIO 101 lab. The lab section of Biology 101 is an important part of the course. Students will be expected to complete each assigned laboratory exercise and answer all of the questions in any lab handouts. There will also be a grading opportunity during each laboratory meeting. If your lab instructor deviates from this pattern they will explain their methodology during the lab session.
- Any student leaving the lab before the lab is completed, or without permission of the instructor, will receive a zero on that week's grading opportunity.
- The lowest lab grading score will be deleted and a quiz average determined. This quiz-worksheet average will count as 25% of the final grade for the course.
- Anyone caught purposefully damaging equipment in the lab will be dismissed from the lab with a grade of "0". Points may also be deducted for failure to clean up and/or put back equipment before leaving the lab.
- **We have a no makeup policy for missed labs!**
- If you are in a lab class that has been canceled for a particular day, you are excused from that activity.

Additional Information from the 2008-2009 MWSU Policy Guide available at:
<http://www.missouriwestern.edu/HR/policyguide.pdf>

ACADEMIC HONESTY POLICY

Academic Honesty Policy and Due Process

Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent classroom activity. Violations of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from school. When a student's grade has been affected, violations of academic honesty will be reported to the Provost or the designated representative.

Violations of Academic Honesty

Violations of academic honesty include, but are not limited to, the following activities:

- Copying another persons' work and claiming it as your own;
- Using the work of a group of students when the assignment requires individual work;
- Looking at or attempting to look at an examination before it is administered;
- Using materials during an examination that are not permitted;
- Allowing another student to take a quiz or exam including a "clicker" quiz or exam for you;
- Intentionally impeding the academic work of others;
- Using any electronic device to transmit portions of questions or answers on an examination to other students;
- Using any electronic device to improperly store information for an exam;
- Providing false attendance data including "clicker" attendance for another student;
- Knowingly furnishing false information to the University or its representatives;
- Operating another student's clicker or allowing someone else to operate your clicker;
- Assisting other students in any of the acts listed above;

Definition of Plagiarism

Plagiarism is a specific kind of academic dishonesty in which you take another's ideas or words and claim them as your own. When you draw on someone else's work, you must indicate the source of that material, whether you are repeating another's words, argument or thought. Even if you paraphrase another's work and are not using the exact wording, you are still required to indicate the source of the material. This material must be clearly identified with appropriate citations. If you do not do that, you have plagiarized those materials. Any time you copy and paste any writing that is not your own for an assignment, you must use quotation marks and give the source of that material. If you cut and paste without noting what you have done, you will be guilty of plagiarism. Even if the writing is your own, if it has been used for a previous assignment that should be indicated.

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LECTURE SCHEDULE (tentative and subject to change):

Week of	Textbook chapter	Topic	Laboratory
1/12	Chapter 1	Course introduction Biology Today	Lab safety & Microscope
1/19	Chapters 2 & 3	1/19 no class (university holiday) Essential Chemistry for Biology The Molecules of Life	Scientific Investigations with Planaria I
1/26	Chapter 4	A Tour of the Cell	Scientific Investigations with Planaria I
2/2	Chapter 5 Chapter 6	The Working Cell 2/4 EXAM 1 Cellular Respiration: Obtaining Energy from Food	Qualitative Analysis of Organic Molecules in Food
2/9	Chapter 7	Photosynthesis: Using Light to Make Food	Photosynthesis & Aerobic Cellular Respiration I
2/16	Chapter 8	2/16 no class (university holiday) Cellular Reproduction: Cells from Cells	Photosynthesis & Aerobic Cellular Respiration II
2/23	Chapters 9 & 10	Patterns of Inheritance The Structure and Function of DNA	Fermentation & Bio-fuels I
3/2	Chapters 11 & 12	How Genes are Controlled DNA Technology 3/6 EXAM 2	Fermentation & Bio-fuels II
3/9- 3/13		SPRING BREAK (no classes)	
3/16	Chapter 13	How Populations Evolve	Investigating Heredity and Changes in Gene Frequencies I
3/23	Chapter 14	How Biological Diversity Evolves	Investigating Heredity and Changes in Gene Frequencies II
3/30	Chapter 18	The Ecology of Organisms & Populations	Pond Ecosystem (Conservation building)
4/6	Chapter 19	Communities & Ecosystems 4/10 EXAM 3	Forest Ecosystem & Biodiversity part 1 (Conservation building)
4/13	Chapter 20	Human Impact on the Environment	Forest Ecosystem & Biodiversity part 1 (Conservation building)
4/20	Chapters 21 & 22	Unifying Concepts of Animal Structure and Function Nutrition & Digestion	Homeostasis: The Human Circulatory System
M 4/27	Chapter 26	Reproduction & Development (Last day of class Monday 4/27)	(no labs)

Scheduled final exam time: Friday, May 1st, 8:30-10:20am