

BIOLOGY 1082: Biology for Educators LAB SYLLABUS SPRING 2020

****This syllabus is tentative and subject to change at the discretion of the Lab Supervisor.**

Lab Manual (REQUIRED):

Biology 1082: Biology for Educators, UNT Staff (available for purchase at CopyPro, 1300 W. Hickory St., Denton, TX; Phone: 940.566.1151. The manual is not available at any other location.)

The lab manual is mandatory in every lab session. Not bringing the lab manual to class will end in losing 2 points on the quiz that day

Additional course materials will be posted under the **CONTENT** tab on Canvas. Students who come to class after the first week without the required manual risk the loss of points.

Contact information:

Information for both the Lab Instructor and Lab Supervisor can be found on Canvas under the **START HERE** tab.

Attendance Policy:

Attendance in the lab is **mandatory**. If a student accrues more than two absences (for any reason) during the semester, the student will receive an “F” in lab. An “F” in lab will also result in an “F” for the course (see note below). Please note that this rule applies whether or not the absences are excused. You will be counted absent if you do not attend, participate in, and complete the required activities for the day.

1. **“Make-up” labs:** We do not offer “make-up” labs for lab activities the class has completed in the preceding weeks.
2. **Alternate lab sections:** If you are unable to attend your regularly scheduled lab session and have a justifiable reason, you *may* be able to attend an alternate lab section within that same week. It is **your responsibility** to contact your lab instructor and the Lab Supervisor immediately to discuss the situation.
 - a) This option is not guaranteed as alternate lab sections are not always available due to logistical constraints. The student making the request must have prior approval of the Lab Supervisor. Under no circumstance will any lab section be overloaded.
 - b) This option is for emergencies only and you will not be allowed to attend an alternate lab section multiple times. ***The decision as to whether or not a student will be allowed to attend an alternate lab section is made by the Lab Supervisor. Please remember that the lab instructors do not have the authority to give permission for a student to attend a lab section other than the one in which the student is enrolled.***
3. Your TA will call the roll exactly 5 minutes after your class starts. If you arrive to class after the roll has been called it will count as absence. However, you can still take the quiz in the remaining time indicated by your TA. You will not get extra time because you arrived late.
4. You need to stay during the entire duration of the lab. If you leave early neither of your attendance and quiz will not count.
5. For safety reasons, if you arrive using open-toe shoes your TA will ask you to leave the lab and get closed-toe shoes. You will not be able to take the quiz and then go change your shoes. You have 30 minutes to come back and avoid the absence; otherwise it will count as absence.
6. For safety reasons, if you are using your cellphone, drinking or eating in the lab your TA will ask you to leave the laboratory and it will count as absence. In case you leave the lab for this reason, your quiz will also be zero.

- You need to contact your TA 48 hours before you think you will have an absence, and provide the required documentation to see if you qualify for an excused absence. This does not mean your absence will be excused and/or you can re-schedule quizzes or submit late assignments.

Determination of Lab Grade:

Quizzes	9 @ 10 pts. each	25%.
UNIT Presentations	2 @ 50 pts. each	25%
Group Project & presentation (end of semester)	1 @ 100 pts. each	25%
Exam (Comprehensive)	1 @ 100 pts. each	25%

The lab constitutes **30%** of your overall grade in the Biology 1082 course. You must pass **both** the laboratory portion **and** the lecture portion in order to receive a passing grade for the course!

- QUIZZES:** Nine (9) quizzes will be given with a value of 10 pts. each. Quizzes will generally cover the material from the lab completed the previous week (70%) and material covered during that day (30%). Quizzes will be given at the beginning of the lab session each week (in the first 10 minutes of the lab). No make-up quizzes will be given. There is only one attempt per quiz and no quiz grades will be dropped.
 - UNIT PRESENTATIONS/GRADES:** Semester content will cover three units of study plus an independent group project at the end of the semester (see below). Unit assessments will include activities, presentations, models, case studies, and group research activities. Students who miss oral presentations may be given an alternate assignment if sufficient documentation is provided. The alternate assignment will require a sufficient amount of work by the individual student to warrant a value of 100 pts. The requirements of the alternate assignment will be decided on a case-by-case basis by the Lab Supervisor.
 - INDEPENDENT GROUP PROJECT** (end of semester): Students will spend the last three weeks in lab working on an independent group project. These projects will be a group effort and all experimentation will take place in the Biol. 1082 laboratory. Each group is expected to design and complete a scientific experiment using the knowledge and skills gained throughout the semester. The lab instructor will give specific details about the requirements as the time draws near. The project completion, written paper, and presentation has a value of 100 pts.
- Students who miss any of the independent group project labs or do not show up during the presentation day will automatically lose half of the grade of the Independent Group Project grade.**
- SEMESTER EXAM:** A 100 point comprehensive exam will be administered during regular lab times. Content will cover the entire semester to this point. Students are encouraged to review notes taken during class, quizzes, lab exercises and any other information your instructor has presented. A review sheet will be given to students at least one week before the exam.
 - **NOTE:** You must be present during your regularly scheduled lab time in order to take this exam. Make-up exams will be given only with the permission of the Lab Supervisor. Strong documentation must be provided to support a University sanctioned absence. All make-up exams will be given at a time to be determined by the Lab Supervisor.

- **CANVAS:** The syllabus, lab schedule and other content material will be posted on Canvas. Your instructor will also be posting grades on Canvas. Please login to Canvas as soon as possible to make sure you know how to access your grades and the course materials.

LAB RULES:

- You will need to wear closed toe shoes during the entire lab period. If you do not wear closed toe shoes you will be asked to leave and it will count as absence.
- Punctuality is expected. 5 minutes after the lab starts will count as absence.
- Food or drink is not allowed in the lab. Points may be deducted for the entire class if food or drink is possessed by any student in the lab setting.
- No cellphones are allowed in the laboratory. If you are using your phone in the lab you will be asked to leave and it will count as absence.
- Students are responsible for leaving their workstations clean and orderly. Points will be deducted from the grade if the workstations are not left as instructed by the TA.
- Leaving before the lab finishes will count as absence and in this case, the quiz will be zero.
- Students may not change lab sections once the semester begins. Therefore, please make all necessary schedule changes during the ADD/DROP period of registration.

Policy on Academic Misconduct:

No cheating will be tolerated. Anyone cheating (all forms) or exhibiting behaviors consistent with cheating, including (but not limited to) assisting other students with cheating; talking during a test event; sitting too closely to other students; leaving an answer sheet uncovered; taking credit for others' work (fellow classmate, author, etc.); turning in someone else's work as your own, etc. will receive -- as a minimum punishment -- a grade of zero for the graded item. Any and all incidents of academic dishonesty will be reported to the Dean of Students and the Office of Academic Integrity. All rules and regulations as stipulated in the University Code of Conduct must be adhered to and upheld in the lab setting.

Policy on Disability Accommodations

The Department of Biological Sciences, in cooperation with the Office of Disability Accommodation, complies with Section 504 of the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please read the official statement below:

Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with an accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the Office of Disability Accommodation website at <http://www.unt.edu/oda>. You may also contact them by phone at 940.565.4323.

NOTE: A written request from the ODA office must be presented to the lab instructor even if you have already given one to the lecture instructor. We are not allowed to provide any accommodations unless the student is registered with the ODA office.

Release of Grades: The Family Educational Rights and Privacy Act (FERPA) (1974), does not permit faculty or staff to report grades by phone or e-mail. Refer to the University Calendar for the last day to drop a course. Please see your instructor during office hours if you wish to discuss your grades or other pertinent issues. Asking to see your grades or to discuss them during lab time is inappropriate and violates privacy rules.

University sanctioned absences: (Please note that the semester limit of 2 absences applies whether or not the absences are excused.)

- Participation in sponsored University activity (requires prior notice along with presentation of **authorized absence card from the Dean of Students Office**). If you will miss a lab more than 2 times due to scheduling of sports events, training sessions, etc., you will need to change lab sections (if space is available) or drop the course and take it at another time.
- Observance of a religious holiday (must notify instructor in writing within the **first 5 days of the semester**)
- Qualified medical excuse (documentation required; lab instructor or Lab Supervisor should be contacted **within three days of absence**).

Extended absences (i.e. serious, ongoing medical issues; mandated court appearances, etc.) will be dealt with on a case-by-case basis. If a student meets certain qualifications, an “Incomplete” may be issued at the discretion of the lecture instructor (neither the lab instructor nor the Lab Supervisor has the authority to issue an “Incomplete”). Please see the college catalog to determine what conditions must be met before requesting an “Incomplete”.

NOTE: These matters always involve personal and private information. Therefore, you will need to see your instructor during office hours if you wish to discuss these types of situations – doing this during lab time is inappropriate and violates privacy rules.

Lab Supervisor: Claudia Gonzalez

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Office: Life Sciences, Rm. A109

Phone: 940-565-3611

BIOL. 1082: Biology for Educators Life Sciences - Rm #A111 SPRING 2020			
Required Lab Manual: <i>Biology 1082: Biology for Educators</i>			
Students will purchase packet of required handouts from CopyPro, 1300 W. Hickory St., 940.566.1151.			
Additional course materials will be posted under the CONTENT tab on Blackboard.			
Week of:	UNIT	TOPIC	Assessments
Jan 13,14,15	Introduction & Lab Orientation	Lab Orientation; <i>TOPIC 1: The Scientific Method</i>	Quiz #1 - 10 pts.
Jan 20,21,22		MLK Day - No classes	
Jan 27,28,29	UNIT I: LIFE	Introduction to Unit I; <i>TOPIC 2: Review of the Microscope; TOPIC 3: Cell Structure & Diversity</i>	Quiz#2 - 10 pts.
Feb 3,4,5	<i>UNIT I: continued</i>	<i>TOPIC 4: Cell Transport</i>	Quiz #3 - 10 pts.
Feb 10,11,12	<i>UNIT I: continued</i>	Group Presentations -- UNIT I; Vernier activity	Unit I Pres. = 50 pts.
Feb 17,18,19	UNIT II:LIVING LEGACY & BIOTECHNOLOGY	Introduction to Unit II; <i>TOPIC 5: DNA-The Molecule of Heredity; TOPIC 6: Learning to Use the Micropipettor; Crime Scene overview; begin evidence analysis</i>	Quiz #4 - 10 pts.
Feb 24,25,26	<i>UNIT II: continued</i>	Analysis of DNA (<i>TOPIC 7: Biotechnology-DNA Fingerprinting</i>) and other evidence	Quiz #5 - 10 pts.
March 2,3,4	<i>UNIT II: continued</i>	<i>TOPIC 8: Autosomal Human Traits and Patterns of Inheritance</i> ; Complete evidence analyses	Quiz #6 - 10 pts.
March 9,10,11		Spring Break - No classes	
March 16,17,18	<i>UNIT II: continued</i>	Group Presentations--UNIT II	Unit II Pres. = 50pts.
March 23,24,25	UNIT III: HUMAN SYSTEMS	<i>TOPIC 10: The Circulatory System</i>	Quiz #7 - 10 pts.
April 30,31,32	<i>UNIT III: continued</i>	<i>TOPIC 9: The Human Reproductive System</i>	Quiz #8 - 10 pts.
April 6,7,8		Exam	Exam = 100 pts.
April 13,14,15	Independent Group Project	Introduction to project; preliminary activity; identify extension experiment	Quiz #9 - 10 pts.
April 20,21,22	<i>Independent Group Project continued</i>	Completion of extension experiment	
April 27,28,29	<i>Independent Group Project continued</i>	Group Presentations -- INDEPENDENT GROUP PROJECT	IGP = 100 pts.

(1) Points may only be earned by being present, participating in, and completing the lab activities for the day.

(2) **QUIZZES:** will cover material from a previous lab. No make-up quizzes will be given.

(3) **ATTENDANCE** is essential for success in biology lab. Per the syllabus, any student with more than 2 absences (for any reason) will receive an "F" in lab which would also mean an "F" in lecture. If you are unable to attend lab or meet the criteria above, you will need to drop the course by the date listed in the Fall 2019 academic calendar.

****This schedule is tentative and subject to change at the discretion of the Lab Supervisor.****