

Special Problems

BIOL 4900.732

Fall 2025 • LSC B160/B118

Credit hours: 1 SCH, face-to-face format.

Instructor: Dr. Fanju Meng

Contact Information: Email: Fanju.Meng@unt.edu

Office: Life Science Complex, B118

Please use the Inbox tool in CANVAS for all course-related correspondence. I will do my best to respond within a day, but I will likely not respond to emails on weekends.

Office Hours: Every Tuesday 9:00 am-10:00 am (subject to change and changes will be announced on CANVAS). Office hours will be in-person (LSC B118, an appointment is not needed). Students wishing to discuss sensitive issues and concerns should make an appointment for an individual meeting.

Course Objectives:

The Special Problems course is an individual laboratory research project in biological science. Special Problems provides personal experience in research laboratories and training in diverse techniques while working on an individualized research project. Projects are established through consultation with a faculty member who will serve as the major advisor and instructor of record. Once sufficient training and instruction are provided by senior personnel, proficient, independent, and self-motivated progress toward the project goals is expected.

Attendance Policy: Attendance is mandatory and, therefore, expected for all class meetings. Attendance will be recorded during each class. No make-up review sessions will be offered unless an emergency occurs.

Laboratory Safety Compliance: Laboratory safety compliance is critical. Special Problems students must first complete the online safety training provided by the Office of Risk Management (<https://riskmanagement.unt.edu/rm-training>). A list of training will be provided by the instructor prior to the start of the class. Students need to complete ALL the necessary training in order to work in the laboratory. Appropriate personal protective equipment will be provided by the laboratory and must be used when appropriate.

Syllabus Change Policy: The schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better student learning.

Making up Exam/Homework: It is essential that all students must participate course activities such as exams and homework during the scheduled times. The instructor may provide a make-up exam for a student who misses the exam due to conditions (a medical emergency, legal obligation such as jury duty or participation in an officially sanctioned university activity, a religious observation). However, it is student's responsibility to provide proper documentation for these excuses to the instructor ahead of time. There will be no make-up homework unless aforementioned documented excuses occur during the whole period between the homework given date and the due date for the homework. Students must discuss these conditions ahead of time with the instructor.

Prohibited Use of Generative Artificial Intelligence (GenAI): GenAI refers to software systems and platforms that create new content, such as text, images, audio or video using generative models. The use of Generative AI (GenAI) tools, e.g., Claude, ChatGPT, and Gemini, is not permitted. While these tools can be helpful in some contexts, they do not align with our goal of fostering the development of your independent thinking. Using GenAI to complete any part of an assignment, exam, or project will be considered a violation of academic integrity, as it prevents the development of your own skills, and will be addressed according to the Student Academic Integrity policy.

UNT Policies

Academic Integrity Policy: All exams are to be taken independently. No student will be admitted twenty minutes after the start of an exam and no student may leave during the first thirty minutes. Students caught cheating on any exam will receive a "0" for that particular exam and will not be able to drop that grade. Additionally, the incident will be reported to the Dean of Students, who may impose further penalty. According to the UNT catalog, the term "cheating" includes, but is not limited to: a. use of any unauthorized assistance in taking quizzes, tests, or examinations; b. dependence upon the aid of sources beyond those authorized by the instructor; c. the acquisition, without permission, of tests or other academic material belonging to a faculty or staff member of the university; d. any other act designed to give a student an unfair advantage.

Statement from the ODA: The University of North Texas makes reasonable academic accommodation for students with disabilities. 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 me 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. 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.

Please email or attend office hours at the beginning of the semester to discuss what arrangements are needed to maximize your success in this course! A modification of course attendance policy agreement must be completed no later than the second week of classes for those students who have certain accommodations.

Disruptive Behavior in an Instructional Setting:

Students are expected to engage with the instructor and other students in this class in a respectful and civil manner at all times to promote a classroom environment that is conducive to teaching and learning. Students who engage in disruptive behavior will be directed to leave the classroom. A student who is directed to leave class due to disruptive behavior is not permitted to return to class until the student meets with a representative from the Dean of Students Office. It is the student's responsibility to meet with the Dean of Students before class meets again and to provide the instructor confirmation of the meeting. A student who is directed to leave class will be assigned an unexcused absence for that class period and any other classes the student misses as a result of not meeting with the Dean of Students. The student is responsible for material missed during all absences and the instructor is not responsible for providing missed material. In addition, the student will be assigned a failing grade for assignments, quizzes, or examinations missed and will not be allowed to make up the work.

The Code of Student's Rights, Responsibilities, and Conduct (Policy 7.001) describes disruption as the obstructing or interfering with university functions or activity, including any behavior that interferes with students, faculty, or staff access to an appropriate educational environment. Examples of disruptive behavior that may result in a student being directed to leave the classroom include but are not limited to: failure to comply with reasonable directives of University officials, action or combination of actions that unreasonably interfere with, hinder, obstruct, or prevent the right of others to freely participate, threatening, assaulting, or causing harm to oneself or to another, uttering any words or performing any acts that cause physical injury, or threaten any individual, or interfere with any individual's rightful actions, and harassment. You are encouraged to read the Code of Student's Rights, Responsibilities, and Conduct for more information related to behaviors that could be considered disruptive.

Emergency Notification & Procedures: UNT uses the Eagle Alert system to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills,

fires, or violence). In the event of a university closure, please refer to CANVAS for contingency plans for covering course materials.

Important Dates (registering, dropping, et al.):

<http://registrar.unt.edu/registration/fall-registration-guide>

Other Resources:

Access to Learning Resources:

- **UNT Learning Center**, Phone: 940-369-7006

Website URL: <https://learningcenter.unt.edu/about-learning-center/index.html>

- **UNT Library:**

Phone: 940-565-2411 (1-887-872-0264)

Website URL: <https://library.unt.edu/>

- **UNT Bookstore**

Email: <https://unt.bncollege.com/>

CANVAS student guide: <https://community.canvaslms.com/docs/DOC-10701>

For additional assistance, contact Student Assistance

Phone: 940-369-7394

Email: <https://lms.unt.edu/resources/index.html>