

# BIOL 3382 MEDICAL BACTERIOLOGY LABORATORIES- SYLLABUS Spring 2026 (Face to face)

Laboratory Supervisor: Dr. Syeda Alam (She /her), Office: LIFE A227

## Course Description, Structure, and Objectives:

Laboratory techniques in Medical Bacteriology. Survey of bacteria, Culture, staining and identification of bacteria.

Prerequisite(s): BIOL 2042, BIOL 2041 Co-requisite: BIOL 3381

## Required/Recommended Materials:

- Lab Manual BIOL 3382 Lab Manual (Will be provided topic wise in Canvas)
  - Print and bring chapters to each laboratory session.
- PowerPoints and supplementary readings will also be posted in Canvas

## How to Succeed in this Course:

It is students' responsibility (not instructors' responsibility) to check Canvas for class materials and reviews and emails for the announcements every day, Attendance is mandatory. Each student is responsible for reading the lab manual before each lab and perform experiments in class. There will be assessments in the form of practical exams, quizzes, lab reports, assignments. Students are expected to meet instructors outside the lab during office hours to ask for clarification or find support with understanding class material. Your success is our goal.

## ADA accommodation (UNT Policy: 16.001)

The University of North Texas makes reasonable academic accommodation for students with disabilities. Students seeking reasonable accommodation must first register with the Office of Disability Access (ODA) to verify their eligibility. If a disability is verified, the ODA will provide you with a reasonable accommodation letter to be delivered to faculty to begin a private discussion regarding your specific needs in a course. You may request reasonable accommodations at any time; however, ODA notices of reasonable 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 reasonable accommodation for every semester and must meet with each faculty member prior to implementation in each class. Students are strongly encouraged to deliver letters of reasonable accommodation during faculty office hours or by appointment. Faculty members have the authority to ask students to discuss such letters during their designated office hours to protect the privacy of the student. For additional information, refer to the Office of Disability Access website (<http://www.unt.edu/oda>). You may also contact ODA by phone at (940) 565-4323.

## Supporting Your Success and Creating an Inclusive Learning Environment:

I value the many perspectives students bring to our campus. Please work with supervisor or your instructor to create a classroom culture of open communication, mutual respect, and inclusion. All discussions should be respectful and civil. Although disagreements and debates are encouraged, personal attacks are unacceptable. Together, we can ensure a safe and welcoming classroom for all. If you ever feel like this is not the case, please stop by my office and let supervisor know. We are all learning together. Always be respectful of your laboratory instructor and your lab mates. Do not distract or obstruct lab mates when they are carrying out

experiments, this can compromise their safety and integrity of their experiments. Disruptive/bad behavior compromises safety of lab participants and will not be tolerated. If such behavior is incurred, points will be deducted from your participation grade and it will be reported to the UNT Dean of Students Office. If the student doesn't agree with the instructor, the student should wait till the class is over and talk to the instructor alone and if needed talk to supervisor.

### Assessing Your Work:

Grade Distribution: **A>= 360**

**B= 320-359**

**C= 280-319**

**D= 240-279**

**F<= 239**

### Composition of lab grade

|                  |   |
|------------------|---|
| Quizzes (5)      | 100 points  |
| Practical Exam 1 | 100 points  |
| Practical Exam 2 | 100 points  |
| Unknown Reports  | 60 points (2 Reports/presentations, each worth 30 points) |
| Attendance       | 20 points   |
| Participation    | 20 points (Points will be deducted for safety violation)  |
| <b>Total</b>     | <b>400 points</b>   |

### Quizzes and Exams:

**Quizzes** are administered usually at the beginning of the class. Arriving after a quiz has been administered will automatically result in a grade of "ZERO" on the quiz. There are **two practical exams**. Exam questions may include short answers, fill-in-the-blank, multiple choice, identification, and practical questions. The duration of the practical exams is 1 hour and 30 minutes long. Laboratory quizzes or exam **make-ups** will be given only **with documented medical/university** excuses.

Quizzes or Exam **grades will not be dropped**. If you arrive while the quiz/exam is in progress, you will be allowed to take the quiz/exam, but you will NOT be given extra time to complete it. **Bonus points will be in quizzes and exams**. No late unknown reports will be accepted.

**If you have any questions about a graded item or believe there is an error in the grade, you must notify the instructor within 1 week after the grade is posted online.**

**It is students' responsibility to check schedule for quizzes, exams and assignment/ reports submission before coming to class.**

### Academic Integrity (UNT Policy 0.6.003)

Please refer Academic Integrity Policy (PDF),

([https://policy.unt.edu/sites/default/files/06.049\\_Standard%20Syllabus%20Policy%20Statements\\_supplement.pdf](https://policy.unt.edu/sites/default/files/06.049_Standard%20Syllabus%20Policy%20Statements_supplement.pdf)).

Every student can improve by **doing their own work** and trying their hardest with access to appropriate resources. Students who use other people's work without citations will be violating UNT's Academic Integrity Policy. Please read and follow this important set of guidelines for your academic success

(<https://policy.unt.edu/policy/06-003>). If you have questions about this, or any UNT policy, please email supervisor or come discuss this with supervisor.

All quizzes and practical exams are to be taken independently. Cheating is not permitted, if a student is caught cheating in this laboratory, they will receive a zero for that grade opportunity and a note will be placed in their permanent file. Students can be dropped from the class with a **failing grade for plagiarism and/or cheating**.

### Lab Policies:

If you miss a lab, you are responsible for the information covered that day. All work is done independently unless explicitly instructed otherwise. Students are responsible for keeping their benches disinfected, clean and re-stocked with any needed materials. (List posted on each bench). Students may leave the lab only after checking with his/her lab instructor.

It is the student's responsibility to be aware of:

- All University of North Texas policies and deadlines for dropping courses or withdrawing.
- To know his/her TA contact information and where office hours are to be held.

### University of North Texas Policies

- It is the student's responsibility to be aware of all UNT policies and deadlines
- Student Code of Conduct
- Dropping courses or withdrawing.
- All other policies

### Safety

Students must follow Laboratory Safety Rules (**as always instructed by Lab Instructor**) while working in the Microbiology lab. Failure to do so will result in points deduction from your participation grade. Absence will be issued for that lab period. **No closed-toe shoes, no long pair of pants = no lab**, student must leave the lab and will be absent for the day. **Gloves** should not be worn outside the lab at any time. Students will sign a **safety roster**, stating that the students understand and will follow the safety/lab rules given to them. Students **MUST NOT** remove any microorganisms, reagents or any other material from the laboratory without consent from the laboratory supervisor.

### Participation:

For participation grade, points will be deducted for each safety violation and violation against UNT and lab policies.

### Learning Tips

Read scheduled exercises Manual/PP in Canvas before you come to the lab, it will help you understand the material better, and you will be more efficient and productive in the lab. Do not wait until the last minute to ask for help, make use of your instructor's office hours. Each instructor has 3 hours per week and will be happy to help you. (Instructors contact info and office hours posted outside the lab door)

Course schedule: Syllabus is tentative and subject to changes: Any changes to the printed schedule, including pre-lab readings or quizzes will be announced in lab or Canvas in case of weather events.

| Days       | Date             | Lab Exercise  |
|------------|------------------|---|
| M/T        | Jan 12/13        | <b>NO CLASSES</b>   |
| W/R        | Jan 14/15        | Laboratory Introduction & Laboratory Safety<br>Microscope Review, <b>Mandatory attendance</b>               |
| M/T        | Jan 19/20        | <b>MLK Holiday (MONDAY AND TUESDAY, No Classes)</b>   |
| W/R        | Jan 21/22        | Review: Aseptic techniques and Inoculation of Media,<br>Bacterial Nomenclature<br><b>Census day, Jan 24</b> |
| M/T        | Jan 26/27        | Cell and Colony morphology, Gram Stains,<br>Isolation of <i>Staphylococci</i> (skin)                        |
| W/R        | Jan 28/29        | <i>Staphylococci</i> , continue   |
| M/T        | Feb 2/3          | <b>Quiz 1</b> , <i>Staphylococci</i> , continue   |
| W/R        | Feb 4/5          | <i>Staphylococci</i> continue<br><i>Streptococci</i> (sample from body and known culture)                   |
| M/T        | Feb 9/10         | <i>Streptococci</i> , continue  |
| W/R        | Feb 11/12        | <i>Streptococci</i> , continue  |
| M/T        | Feb 16/17        | <b>Quiz 2</b> , Fastidious Gram-negative rods ( <i>Hemophilus</i> ), Unknown #1 given                       |
| W/R        | Feb 18/19        | Gram negative cocci: <i>Neisseria</i> and <i>Moraxella</i> . Unknown identification                         |
| M/T        | Feb 23/24        | Unknown #1 Identification   |
| W/R        | Feb 25/26        | Unknown #1 Identification   |
| M/T        | Mar 2/3          | Snyder test, Chemotaxis, the search for Food  |
| W/R        | Mar 4/5          | <b>Quiz 3</b> , Review for Midterm Practical Exam, <b>Unknown report #1 due</b>                             |
| M/F        | <b>Mar 9-13</b>  | <b>Spring Break (No classes)</b>  |
| <b>M/T</b> | <b>Mar 16/17</b> | <b>Practical Exam 1</b>   |
| W/R        | Mar 18/19        | Enterobacteriaceae<br>Isolation of Enterics from the G.I tract (Feces), tube taken for slime sample         |
| M/T        | Mar 23/24        | Enterobacteriaceae continue, Examination of Chicken Flesh for <i>Salmonella</i> , slime sample incubated    |
| W/R        | Mar 25/26        | <b>Quiz 4</b> , Enterics continue, Inoculation of PIA   |
| M/T        | Mar30/Mar31      | Isolation of <i>Pseudomonas</i> from the environment<br>Gram-negative: Non-fermenters                       |
| W/R        | Apr 1/2          | Isolation of <i>Pseudomonas</i> from the environment<br>Gram-negative: Non-fermenters Continue              |
| M/T        | Apr 6/7          | Gram positive rods, tube taken for biofilm<br><b>Last day to withdraw with a W, April 10</b>                |
| W/R        | Apr 8/9          | Gram positive rods, Incubate tube for biofilm   |
| M/T        | Apr 13/14        | Urine Evaluation/Unknown # 2, inoculate TSB with biofilm  |
| W/R        | Apr 15/16        | <b>Quiz 5</b> , Urine Evaluation/Unknown # 2 continue, Susceptibility Testing                               |
| M/T        | Apr 20/21        | Urine Evaluation/Unknown # 2 continue, observe biofilm, Susceptibility Testing                              |
| W/R        | Apr 22/23        | Review for Practical Exam 2, <b>Unknown #2 Report due</b>   |
| M/T        | Apr 27/28        | <b>Practical Exam 2</b>   |

Students will be notified by Eagle Alert if there is a campus closing that will impact a class and you will find information in Emergency Notifications and Procedures Policy (PDF)

[https://policy.unt.edu/sites/default/files/06.049\\_Standard%20Syllabus%20Policy%20Statements\\_supplement.pdf](https://policy.unt.edu/sites/default/files/06.049_Standard%20Syllabus%20Policy%20Statements_supplement.pdf)).

## Attendance (UNT Policy 06.039)

Students are expected to attend class meetings regularly and to abide by the attendance policy established for the course. It is important that you communicate with supervisor and instructor prior to being absent, so we can discuss and mitigate the impact of the absence on your attainment of course learning goals. Absences that are medical or University-sponsored are considered excused absences. If a lab is missed (unexcused), the student will get a zero for attendance.

Research has shown that students who attend class are more likely to be successful. You should attend every class unless you have a university excused absence such as active military service, a religious holy day, or an official university function as stated in the Student Attendance and Authorized Absences Policy (PDF) ([https://policy.unt.edu/sites/default/files/06.039\\_StudAttnandAuthAbsence.Pub2\\_.19.pdf](https://policy.unt.edu/sites/default/files/06.039_StudAttnandAuthAbsence.Pub2_.19.pdf)).

Microbiology lab meets twice a week (as assigned, either Monday and Wednesday or Tuesday and Thursday) in person. No online lab is offered. Attendance in the lab is mandatory. BIOL 3382 class is a hands-on, lab-based course, and because a successful laboratory experience is dependent upon regular attendance, the instructor/lab supervisor reserves the right to drop any student from the course with a W if the student is absent for more than two (2) absences during the semester. A student is considered absent, if the student comes to the lab after 15 minutes into the lab period. The door will not be opened. Lab will meet the entire duration of the scheduled time. Students leaving early will be marked as absent for that day. No student will attend another section without permission from the supervisor. Permission will be given to the students only with appropriate excuse. Supervisor has the right to say NO, if the excuse is illegit. **Quizzes, unknown report and Exams**

Quizzes (5) are administered in the first 10 minutes of class. Arriving after a quiz has been administered will automatically result in a grade of "ZERO" on the quiz. There are two practical exams (midterm and final examination), the practical midterm exam will be administered halfway through the semester, and a non-comprehensive practical final exam will be administered at the end of the semester. Exam questions may include short answers, fill-in-the-blank, multiple choice, identification and practical questions. There will be no laboratory quizzes or exam make-ups, except in extreme cases and accompanied by a valid written excuse from a physician, coach, etc. **Students are responsible to let the instructor know of the following absences for make-ups:**

- Professional school interviews
- Standardized exams
- Conference attendance
- Receiving awards such as scholarships or other academic honors
- Missing class due to being waitlisted (only applicable prior to census date)
- Personal travel
- Short-term illness and doctor appointments (Flu, COVID, Strep, cold etc,) (need doctor's note)

**Dean of students will be only notified if the absences are due to**

- Temporary disability or injury
- Extended medical absences or hospitalization
- Illness of a dependent family member
- Major illness or death of a loved one, which may include immediate family members of the student, spouses/partners, and others as deemed appropriate by the Dean of Students office
- Car accident that takes away transportation
- Housing emergencies

- Significant mental health concerns

### Cell phones

**Cell phones are not allowed** in the Medical Bacteriology 3382 labs. **Cell phones must be turned “off”** and are **always stored in personal bags** while working in the labs. If you have your cell phone with you or in your cubby, you will be asked to leave the lab and will get a zero in participation for the day. Leaving the lab to take phone calls or text will be considered an absence for the day (Consult TA if it is an emergency). **All Smart watches and Earphones** must be stored in your personal belongings during **laboratory times and exam dates**.

### Academic Success Resources

UNT strives to offer you a high-quality education and a supportive environment, so you learn and grow. As a faculty member, I am committed to helping you be successful as a student. To learn more about campus resources and information on how you can be successful at UNT, go to [unt.edu/success](http://unt.edu/success) and explore [unt.edu/wellness](http://unt.edu/wellness). To get all your enrollment and student financial-related questions answered, go to [scrappysays.unt.edu](http://scrappysays.unt.edu).

You **must** note that students will be notified by Eagle Alert if there is a campus closing that will impact a class and describe that the calendar is subject to change, citing the [Campus Closures Policy](http://policy.unt.edu/policy/15-006) (<https://policy.unt.edu/policy/15-006>).

### Additional Notes

Do not wait until the last minute to ask for help. If you are having trouble with this class, please go to your lab instructor's posted **office hours (3 hours week)**. If you cannot attend your instructor office's hours, schedule an alternate time to meet. If you still have questions, please email or come to the supervisor (me) to discuss. During busy times, my (supervisor's) inbox becomes rather full, so if you contact supervisor and do not receive a response within **two** business days, please send a follow up email. A gentle nudge is always appreciated. Have a great semester!