Biological Concepts

BIO 100

Fall Semester 2013

INSTRUCTOR: Mari Aanenson

CONTACT INFORMATION: MH-Aanenson@wiu.edu; 298-2740 Room 304 Waggoner Hall.

OFFICE HOURS: Monday 10 am – 11am; Tuesday 9 am – 10 am; Wednesday and Thursday 3 pm – 4pm

VIRTUAL OFFICE HOURS: By appointment Western Online

CLASS MEETS: Monday, Wednesday, Friday 1:00pm – 1:50pm WG 003

REQUIRED TEXTS: Campbell Essential Biology with physiology. 4th Ed. Simon, Dicky and Reece. Pearson (Required for Lecture)

Iclicker1 ISBN 978-142928047-6 (Required for lecture)

Biology 100 Biological Concepts 2013-2104 Aanenson, Barden-Gabbei, Meiers and Vogel. Hayden McNeil. REQUIRED FOR LAB.

COURSE OVERVIEW: A laboratory course recommended for nonscience majors, relating reproduction, heredity, evolution, ecology, and behavior to human life and the problems of society. This general education course does not count toward a major or minor in biology. There are no prerequisites or corequisites for this course.

COURSE GOALS: This course is designed for students who do not plan to major in any area of science yet have an interest in biology. Selected topics of societal interest to modern man are discussed in depth but with a minimum of terminology. The main goal is a better-informed citizenry in scientific matters. The laboratories are designed to illustrate how biologists go about solving problems and how they handle data.

ADA REQUIREMENTS: In accordance with University policy and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. For the instructor to provide the proper accommodation(s) you must obtain documentation of the need for an accommodation through Disability Resource Center (DRC) and provide it to the instructor. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she is not legally permitted to inquire about such particular needs of students. Students who may require special assistance in emergency evacuations (i.e. fire, tornado, etc.)
should contact the instructor as to the most appropriate procedures to follow in such an emergency. Contact Disability Resource Center (DRC) at 298-2512 for additional services.

**ADDITIONAL IMPORTANT INFORMATION**

**ATTENDANCE.** Attendance will be taken by clicker and confirmed by visual attendance. Your presence is required at each and every class meeting. Your presence is required the entire class meeting – no skipping out early. If you are absent for 6 or more class meetings, you will receive a failing grade. Please refer to the student handbook online at [http://www.wiu.edu/provost/students](http://www.wiu.edu/provost/students).

**ABSENCES.** If you must be absent, please email me at the WIU address or through Western Online. You will be responsible for obtaining lecture notes or assignments from your classmates. I will not repeat lectures. Any extra credit that is handed out will also be missed and cannot be made up if you are absent. Keep track of your absences on Western Online; I am not responsible for knowing how many absences you have. Absences that are considered excused and will not count against you are: military obligation, personal illness, immediate family emergency, class field trip/conferences, university events (with prior approval from me), your wedding, court appearances, university sports if you are an athlete, inclement weather (if you are a commuter). Excused absences require documentation for final approval. All other absences are considered unexcused.

**HOMEWORK.** Homework assignments are worth five (5) points and are to be completed online. They are due the date specified in the course outline. Do not wait until the last minute to complete the assignments. I will not extend the due dates.

**LECTURE EXAMS:** There are four (4) one-hour lecture exams scheduled throughout the semester. The lecture exams are worth 100 points each. The exams will consist of any combination of multiple choice, matching, short answer essay and one essay question. The lecture exams are on line and will be open for a limited time. Lecture exams will close at midnight the date stated on the course outline. You will have one attempt only to take the exam. I recommend you study for these exams as you would an in-class exam. The comprehensive final lecture exam will be open the day of our scheduled final meeting and is worth 150 points. It will be 75 multiple choice questions. **THERE ARE NO STUDY GUIDES FOR EXAMS.**

**LECTURE QUIZZES:** There are four (4) 15 minute quizzes scheduled throughout the semester. The quizzes are worth 10 points and will be multiple choice questions. **THERE ARE NO STUDY GUIDES FOR QUIZZES.**

**EXTRA CREDIT.** There may be extra credit at the end of a lecture power point slide or anything else that I decide. Extra credit is just that, extra credit. Extra credit may be the points that push your grade up one letter grade from failing to passing.

**CLICKERS.** Clickers are used for extra credit, review and attendance. You cannot share clickers with another student. You cannot send your clicker with another student to class and expect full credit for attendance, this is considered cheating. You must have your clicker purchased and registered by August
26, 2013. I will start using the clickers at that time. If you lose your clicker or it breaks, it is your responsibility to purchase a new one or get it repaired. Use the 800 number on the box or at the website for assistance with the clicker. If you have a used clicker, it must be registered in your name for this class.

PLAGIARISM AND CHEATING. Plagiarism will not be tolerated in any form. I will follow the institution’s policies on plagiarism please refer to the student handbook online at this link. http://www.wiu.edu/policies/acintegrity.php#rntwo

The faculty of the Department of Biological Sciences ascribes to a definition of plagiarism as expressed by V. E. McMillan in Writing Papers in the Biological Sciences (Bedford/St. Martin’s Press, New York, pg 16)

“Plagiarism is the theft of someone else’s words, work, or ideas. It includes such acts as (1) turning in a friend’s paper and saying it is yours; (2) using another person’s data or ideas without acknowledgement; (3) copying an author’s exact words and putting them in your paper without quotation marks; and (4) using wording that is very similar to that of the original source but passing it off as entirely your own even while acknowledging the source.”

CONSEQUENCES OF CHEATING. All parties involved will receive zero (0) points on the exam or quiz. The quiz or exam cannot be made up at a later date. This policy includes cheating while taking the online quizzes and exams.

CELL PHONES AND OTHER WIRELESS MEDIA. Laptop computers will not be used during lecture sessions. Cell phones and other wireless media belong outside the classroom. These devices will be silenced during my classes at all times. Cell phones and other wireless media will be turned off during exams and quizzes. Cell phones and other wireless media are a source for cheating. If there is a cell phone or other wireless medium that interrupts my class including texting and surfing the internet on a phone, the offending device’s owner will be directed to turn it off. If the device continues to interrupt my class, the owner will be directed to turn it off and place the device into my custody until the end of the class period. If it continues to be a problem, then the owner will directed to the department chairman for additional corrective action. No texting or instant messaging is allowed during class. When I catch you, you will be told to turn it off and put it away. No exceptions whatsoever.

COURSE GRADE. Your grade will be calculated as follows:

Your Total Points X100 (lecture and lab)

Total Points Possible (lecture and lab)

GRADING SCALE.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>96-100%</td>
</tr>
</tbody>
</table>
90% - 95%  A-
87% - 89%  B+
84% - 86%  B
80% - 83%  B-
77% - 79%  C+
74% - 76%  C
70% - 73%  C-
67-69%   D+
64% - 66%  D
60% - 63%  D-
59% and below failing grade (F)

You must pass both the lab and the lecture portions of this class to pass the course.

**GUESTS AND CHILDREN.** No children or guests will be allowed in the classroom or laboratory at any time for any reason.

**ONLINE RESOURCES.** The publisher of your text offers additional learning resources for you to use. I suggest you visit this site and use it as an additional learning tool.

**TUTORING.** If you desire extra help with the concepts presented in this class PLEASE ASK! I am more than willing to assist you at times outside of the class period. We can also make arrangements to meet in my office or in a separate classroom. Do not wait until you are failing to seek assistance. We also have the Biology Assistance Center in Waggoner Hall Room 104 available for you to use. It is free of charge, no money out of your pocket. The attendants are there to help, use them for help.

**CLASSROOM CONDUCT:** Be respectful of everyone around you and me. Outbursts and rude behavior will not be tolerated in any shape or form. Foul language will not be tolerated at any time. Texting, receiving phone calls or surfing the internet will not be tolerated. Indecent sign language, inappropriate dress or anything else I find disrespectful, rude, vulgar or just plain gross will not be tolerated. I reserve the right to kick you out for any kind of behavior or activity that is against my policies. You will receive an F for the course regardless of your point grade. No second chances, no take backs, no do – overs; no warnings.
Syllabus and class agreement.

I have read and understand the course syllabus, Additional Important Information and the course outline. I also understand the policies in the above documents and the consequences should I violate those policies.

________________________________________                       _________________________________
Name(Printed)                                                           Date

Signature

This document is due to the instructor August 26, 2013 signed and dated. If it is not returned by the due date, 5 points will be deducted from quizzes and exams until it is returned signed and dated. Points lost will not be retroactively granted.