



SYLLABUS

BIOL 1034 P01 and P81 Botany Spring 2019

Instructor: Dr. Yolander R. Youngblood
Section # and CRN: P01 CRN = 12951 and P81 CRN= 12958
Office Location: E.E. O'Banion Rm 430M
Office Phone: 936-261-3169
Email Address: yryoungblood@pvamu.edu
Office Hours: M W: 10:00am – 12:00 noon; T and Th 12:00 noon to 2:00 pm; Friday 8:00 am – 9:00 am
Mode of Instruction: Face To Face

Course Location: E.E. O'Bannion Rm 402 (MW) Rm 402 (T & Th). This is a laboratory classroom. Proper attire is required or students will not be allowed entry. This means that you will not be allowed to take your exam. If you enter the room with improper clothing as discussed in class and on the online laboratory quiz, then you will lose 10 assignment points then be asked to leave.

Class Days & Times: M & W 8-00 am – 8:50 am and T & Th 8:00 am – 9:50 am In an effort to maintain safety and promote a good learning environment, the doors are automatically locked to the classroom and will not be reopened **if twenty minutes of instruction time has passed.**

Catalog Description: General Botany (Biology 1034) (2 – 4) Credit 4.0. Morphology and physiology of flowering plants. Structure, method of reproduction, and biotic relationships of type representatives of lower plants. Laboratory fee required. ** (BIOL 1411)
 **Transfer equivalent from Texas Community/Junior Colleges.

Prerequisites: None
Co-requisites: None

Required Texts: **Textbook Information (Required and Supplemental):**
 “Botany: An Introduction to Plant Biology, Sixth Edition” by James D. Mauseth.
 Lab instructions will be found on ecourses for each appropriate activity.

Recommended Texts:
Student Learning Outcomes:

	Upon successful completion of this course, students will be able to:	Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment

1	Develop better understanding of the specific niches that plants play in our ecosystem.	4	Discipline Specific Knowledge
2	Better understand the scientific method and its importance in solving daily problems that we face.	5	Critical Thinking Problem solving
3	Develop an appreciation for the diversity of plant life and their importance to man.	4	Critical Thinking Problem solving
4	Develop an understanding of the physiological and genetic aspects of ecological and adaptations of plants.	1,2,3	Discipline Specific Knowledge
5	Understand the importance of plants in controlling global warming, health of mankind world-wide, and economic value to governments world-wide.	5	Ethical Decision making and Social Responsibility

Major Course Requirements

Method of Determining Final Course Grade

Course Grade Requirement	Value	Total
1) Lecture Exam I	12.5%	100
2) Lecture Exam II	12.5%	100
3) Lecture Exam III	12.5%	100
4) Final Exam	12.5%	100
5) Attendance and Assignments	12.5%	100
6) Laboratory Exam I	12.5%	100
7) Laboratory Exam II	12.5%	100
8) Laboratory Composition notebook	12.5%	100
Total: 800		

Final examination. Bring two # 2 pencils. **No purses, books or electronic devices allowed at tables or desks during any exam.**

LABORATORY EXERCISES:

Exercises: Part one

Structure and Organization of the plant body (hand-outs may also be included)

1st major laboratory examination. The examination will consist of both practical and written exercises. Please bring two #2 pencils.

Exercises: Part two:

Survey of the plant kingdom (hand-outs may also be included)

The 2nd major laboratory examination: Please bring two #2 pencils

Grading Criteria and Conversion:

A = 90%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 59% and below

Detailed Description of Major Assignments:

Assignment Title or

Grade Requirement

Description

1) Lecture Exam I	12.5%	100 Given on M or W 50 min.
2) Lecture Exam II	12.5%	100 Given on M or W 50 min.
3) Lecture Exam III	12.5%	100 Given on M or W 50 min.
4) Final Exam	12.5%	Given during university scheduled exam days
5) Attendance and Assignments	12.5%	100pts total for attendance and assignments
6) Laboratory Exam I	12.5%	100 A practical exam given during laboratory
7) Laboratory Exam II	12.5%	100 A practical exam given during laboratory
8) Laboratory Composition notebook	12.5%	100, checked twice during the semester

Course Procedures or Additional Instructor Policies

Taskstream

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. One of your assignments may be considered an "artifact," an item of coursework that serves as evidence that course objectives are met. More information will be provided during the semester, but for general information, you can visit Taskstream via the link in eCourses.

The course is a lecture and laboratory oriented course. There will be two lecture sessions each week (Monday and Wednesday). These lectures will be for a period of one hour each. There will be two laboratory classes each week (Tuesday and Thursday). These laboratory classes will be for a period of

two hours each week. Lectures will consist of information and discussions that are designed to clarify concepts being discussed.

STUDENTS SHOULD READ TEXT MATERIALS BEFORE ATENDING CLASS SESSION. The students are to participate in discussions to better develop and to understand the concepts being discussed. Questions are entertained as they are asked by participating students. The use of eCourses (the university's learning management system) is required for this course. The access code for the textbook is also required for this course..

Grading Policy and Procedures:

There will be approximately six major lecture examinations given during the semester. There will be approximately five major laboratory examinations given during the semester. There will be two major written papers written during the semester. These papers will be written according to scientific paper format. Lecture examinations will consist of objective questions and short answer questions. The laboratory examinations will consist of practical identification exercises and written exercises.

Because of scheduling and time conflicts, Alternate examinations are not generally given, however, if it becomes necessary for students, these examinations will be essay type examinations and they will be given during the last week of class. All request for make work should be accompanied by an official excuse.

Grades given at the time of grade posting are final. Grade changes will be made only due to teacher error in grade posting. Check your grade and report information to the teacher of record.

Attendance Policy:

Class attendance – Prairie View A&M University requires regular class attendance. **Class doors close 20 minutes after the hour. They will not be reopened.** Attending all classes supports full academic development of each learner whether classes are taught with the instructor present or via distant learning technologies. Excessive absenteeism, whether excused or unexcused, may result in a student's grade being reduced or in being assigned a grade of "F". Absences are accumulated beginning with the first day of class during regular semesters and during summer terms.

Excused Absences – Students are required to attend all class meetings. Absences due to illness, attendance at University approved activities, and family or other emergencies, constitute excessive absences and must be supported by documentation and presented to the instructor prior to, or immediately upon the student's return to class. Students are responsible for all oral and written examinations as well as all assignments.

Unexcused Absences – Accumulation of one week of unexcused absences (for the number of clock hour equivalent to the credit hours for the course) constitutes excessive absenteeism. The instructor is not required to accept assignments as part of the course requirement when the student absence is excessive.

A student who believes that the penalty received following violation of the attendance policy is unjust may first confer with his/her academic advisor. If necessary, the matter may be appealed in writing to the course instructor, the instructor's department head and finally to the instructor's dean who must refer the matter to the Chair of the Admissions and Academic Standards Committee if it cannot be resolved within the college offering the course.

Absences on Religious Holy Days – In accordance with Texas Education Code, Section, Section 61.003, Subdivision (17), student may be absent from class for the observance of a religious holy day will be

permitted to take missed examinations and complete missed assignments provided that the student has notified the instructor of the planned absence in writing and receipt of notice has been acknowledged by the instructor in writing. A religious holy day means a holy day observance by a religion whose place of worship is exempt from property taxation under the Texas Tax Code, Section 11.20. Examinations missed because of religious holidays, sickness and/or university activities will be given during the last week of class or the exam may be dropped.

Requirements for the course:

1. A notebook for botany lecture notes.
2. Laboratory Composition notebook for Botany laboratory.
3. A time management schedule
4. Scantron sheets for the lecture examinations. Number 882es
5. Number 2 pencils and ink pen.
6. **Cell phones are not allowed in classroom during examinations. Therefore if you bring one it should be off. If you should bring a cell phone and it makes a noise (ding for texts, vibrations, etc.) you will be docked 10 points from your exam.**
7. You must abide by all laboratory rules and sign the laboratory safety sheet while in laboratory.
8. Check eCourses throughout course for course material such as power point slides, handouts, and other pertinent information. You may also be required to submit designated assignments via eCourses.
9. Students will be provided at least one week's notice for all exams and assignments.

Overview for Botany 1034

Tentative course schedule, Course Assignments and Grading. The accompanying lab takes place ea week.

Course Schedule		
Wk. 1. Aug. 26	Introduction to Course Chapter 1: Introduction to Plants and Botany Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 2.	Chapter 2: Introduction to the Principles of Chemistry Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 3.	Chapter 3: Cell structure Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) Test I	
Wk. 4.	Chapter 4: Growth and Division of the Cell Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 5.	Chapter 5: Tissues and the Primary Growth of Stems Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 6.	Chapter 6: Leaves – Their structures and functions. Their important roles played in human activities. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) Test II	
Wk. 7.	Chapter 7: Roots. Their origins, structure and functions. Their important roles in human activities. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 8.	Chapter 8: Stems: Their importance to man and their activities, and the major roles that they play in the ecosystems of the world Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) Laboratory Exam I	
Wk. 9.	Chapter 9: Flowers and Reproduction of both angiosperms and gymnosperms. The specifics of alternation of generations. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 10.	Chapter 10: Energy Metabolism: Photosynthesis: Plant physiology of energy transformation and storage processes. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 11.	Chapter 11: Energy Metabolism: Respiration. Metabolic processes of oxidation and reduction.	

	Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 12.	Chapter 12: Transport processes. Mechanism of material transport. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) Test III	
Wk. 13.	Chapter 13: Soils and Mineral Nutrition. Formation and composition of soils and the role of mineral nutrients in cells. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 14.	Chapter 14: Development and Morphogenesis in plants. The role of Hormones and environmental influences and their specific effects on plant physiology. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) Laboratory Exam II	
Wk. 15.	Chapter 15: Genes and genetic basis of metabolism and development. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment)	
Wk. 16.	Chapter 17: Population Genetics and Evolution. Upload chapter summary. 4 assignment pts. (see eCourses for Lab assignment) <u>FINAL EXAMINATION will be given as directed by the university</u>	The comprehensive final exam covers weeks 1 - 16.

Student Support and Success

John B. Coleman Library

The library and its partners have as their mission "to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service" and to support the University's core values of "access and quality, diversity, leadership, relevance, and social responsibility" through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty.

Center for Academic Support

The Center for Academic Support (CAS) offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Tutoring Center is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library

COMPASS

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library

Writing Center

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Location: Hilliard Hall 121

University Rules and Procedures

Disability statement (See Student Handbook):

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

Academic misconduct (See Student Handbook):

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

Forms of academic dishonesty:

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.

Nonacademic misconduct (See Student Handbook)

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under

nonacademic procedures.

Sexual misconduct (See Student Handbook):

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

Attendance Policy

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Disability statement (See Student Handbook):

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader

- Basic knowledge of Windows or Mac O.S.

Netiquette (online etiquette):

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

Technical Support:

Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

Communication Expectations and Standards:

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement:

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it should be copied and pasted to the discussion board.

FALL 2019 – FULL TERM

The Prairie View A&M University Academic Calendar is subject to change.

Jun 15 Saturday	Deadline to Submit Financial Aid Verification Documents
Jun 15 Saturday	Financial Aid Satisfactory Academic Progress (SAP) Appeal Deadline
Aug 22 Thursday	Registration for All Students
Aug 26 Monday	First Class Day
Aug 26 Monday	Tuition & Fees Payment Due Date
Aug 26 - Sep 03 Monday through Tuesday	Attendance Reporting Period (NS/SH) Students who do not attend class during this period will have their courses removed and financial aid reduced or cancelled
Aug 26 Monday	Late Registration Fee Begins (\$50.00)
Aug 30 Friday	Final Day to Register with Late fee 12:00 am - 12:00 am
Aug 31 Saturday	Final Day to Add a class(s) for credit

Sep 02	Labor Day Holiday (University Closed)
Monday	
Sep 09	Financial Aid Refunds Begin
Monday	
Sep 11	12th Class Day (Census Date)
Wednesday	
Sep 11	Final Day to Drop/Withdraw from Course(s) without Academic Record (A Financial Record will still exist)
Wednesday	
Sep 12	Withdrawal from Courses with Academic Record (“W”) Begins
Thursday	
Sep 17	Drop for Non-Payment of Tuition and Fees @ 5:00 p.m.
Tuesday	
Oct 17 - Oct 19	Mid-Semester Examination Period
Thursday through Saturday	
Oct 22	Mid-Semester Grades Due
Tuesday	
Oct 31	Final Date to Apply for Fall 2019 Graduation (ceremony participation)
Thursday	
Nov 01	Final Day to Withdraw from Course(s) with Academic Record (“W”)
Friday	
Nov 01	Application for Graduation-Degree Conferral only for Fall 2019 Graduation Begins (no ceremony participation or name listed in the program)

Friday	
Nov 01	Final Day to Withdraw from Course(s) with Academic Record (“W”) – Fall 2019 16-week session
Friday	
Nov 11	Priority Registration for continuing students for Spring and Summer semesters
Monday	
Nov 18	Pre-Registration for all other student for the Spring and Summer semesters
Monday	
Nov 21 - Nov 22	Thanksgiving Holiday (University Closed)
Thursday through Friday	
Dec 02 - Dec 03	Course Review Days (Classes must convene and instructors will prepare students for final exams)
Monday through Tuesday	
Dec 03	Final Day to Apply for Degree Conferral only for Fall 2019 Graduation (no ceremony participation or name listed in the program)
Tuesday	
Dec 03	Last Class Day
Tuesday	
Dec 03	Final Day to Submit Application for Tuition Rebate for Fall Graduation 2019 (Undergraduate Candidates)
Tuesday	
Dec 03	Final Day to Withdraw from the University (from all courses) for the Fall 2019 16-week session
Tuesday	
Dec 04 - Dec 10	Final Examination
Wednesday through Tuesday	

Dec 12	Final Grades due for Graduation Candidates (12:00 p.m.) – Fall 2019 16-week session
Thursday	
Dec 14	Commencement
Saturday	