

**BIOL 3412: CELL BIOLOGY
SPRING 2024**

Instructor: E. Gloria C. Regisford, PhD
Section # and CRN: Lecture: P01- CRN: 20409; Laboratory: P61 – CRN: 20410
Office Location: Room 430G, E.E. O'Banion Building
Office Phone: 936-261-3165
Email Address: gcregisford@pvamu.edu
Office Hours: **TW: 1:00 pm-2:30 pm or by appointment**
Mode of Instruction: Face to Face

Course Location: Harrington Science – Room 314 (Lecture) and NSCI Room 406 (Lab)
Class Days & Times: **Lecture: TR 11:00 -12:20pm; Lab P61: MW 11:00 – 12:20pm**

Catalog Description: **Biol 3412. Cell Biology.** (3-3) Credit 4 semester hours. A study of the ultrastructure and macro-molecular organization of cells, with emphasis on eukaryotic cells. The convergence of structure and function in life phenomena will be highlighted.

Prerequisites: BIOL 1501: General Biology I; CHEM 2304: Organic Chemistry I
Co-requisites: NONE

Required Text(s): **Essential Cell Biology.** 6th edition.
 Bruce Alberts, Rebecca Heald, Karen Hopkin, Alexander Johnson, David Morgan, Keith Roberts and Peter Walter - Authors. New York: W.W. Norton & Company, 2023. **ISBN:** 978-1-324-03334-9 (Paperback)

Recommended Text(s): **The Cell: A Molecular Approach.** 8th edition.
 Geoffrey M. Cooper: OXFORD University Press: Publisher, 2019. **ISBN:** 9781605357713 (ebook); **ISBN:** 9781605357072 (hardcover)

Student Learning Outcomes:

| | Upon successful completion of this course, students will be able to: | Program Learning Outcome # Alignment | Core Curriculum Outcome Alignment |
|----------|--|---|---|
| 1 | Develop a comprehensive understanding of the central concepts of Cell Biology | 2 | Critical Thinking |
| 2 | Relate concepts of Chemistry, Physics and Mathematics to Cell Biological systems | 2 | Critical Thinking |
| 3 | Analyze and interpret the data generated from Cell Biology research projects | 2 | Critical Thinking |
| 4 | Read, interpret and present scientific journal articles that are based on Cell Biology | 1 | Communication |
| 5 | Write in clear, correct, grammatical prose. | 1 | Communication |
| 6 | Collaboratively work on Cell Biology projects in small groups. | 3 | Teamwork |
| 7 | Cite research correctly according to APA format, both in the text and in the bibliography. | 4 | Personal Responsibility |
| 8 | Compose an oral scientific presentation using the scientific method | 1,5 | Communication, Globalization and Cultural Diversity |

Major Course Requirements

Method of Determining Final Course Grade

| Course Grade Requirement | Value | Total |
|--|-------------|-------------|
| 1) Lecture Exams: Four (4) lecture exams | 40% | 400 |
| 2) Quizzes and Assignments: Ten (10) quizzes and assignments | 20% | 200 |
| 3) Group Research Project PowerPoint Presentation: One PowerPoint presentation as a group | 20% | 200 |
| 4) Laboratory Assignments and Reports: Ten assigned laboratory experiments (in-class and virtual) | 20% | 200 |
| Total: | 100% | 1000 |

Grading Criteria and Conversion:

A = 90 – 100%; B = 80 – 89%; C = 70 – 79%; D = 60 – 69%; F = 50 – 59%

Detailed Description of Major Assignments:

| Assignment Title or Grade Requirement | Description |
|---|--|
| Lecture Exams | Four major lecture exams will be given during the semester. Each of the exams will consist of essay and short answer questions. The final examination is always given at the end of each semester. The schedule for the final examination is set by the university administration. An unexcused absence will result in a zero for a missed examination. |
| Quizzes and Assignments | Weekly quizzes consisting of 3 to 5 essay and short answer questions will be given in class. They will cover the material discussed over the past week. Assignments will be given on CANVAS. |
| Group Research Project PowerPoint Presentation | Groups of 4 students will present a 10-minute PowerPoint presentation at the end of the semester. The presentation will be based on a novel Cell Biology laboratory technique, or a Cell Biology concept that is related to a Cell Biology Problem. |
| Laboratory Assignments | Laboratory assignments will consist of 50% simulation labs and 50% face to face meetings. Laboratory engagement will be assessed based on completion of the assigned simulation labs and submission of lab report in a timely manner. Lab exams (2) consisting of objective and short answer questions that cover the lab material will also be assigned. |

Course Procedures or Additional Instructor Policies

Two 1- and 1/2-hour lecture and two 1- and 1/2-hour laboratory sessions will be held weekly. The lecture periods consist of discussions between students and instructor. The lecture and the laboratory work are intended to complement each other, with the laboratory exercises emphasizing problem-solving skills and the application of information covered in the lectures.

Exams will be administered in person in NSCI. Room 406 or Harrington Science 316. More information on the specific day for each exam will be given at least 1 week prior to the exam.

Canvas

All PowerPoint materials related to the course will be posted on CANVAS.

Makeup Examinations

Students are strongly advised to take all exams at the scheduled time. Plan and schedule your activities so that you can be present to take all exams at the scheduled time. Students may request a make-up exam for the one that was missed; however, the instructor will schedule the time and the place of the make-up exam which will not interrupt the teaching of the class or delay the complete coverage of the course topics. Students that are scheduled for the make-up exam and miss it will not be provided a second opportunity to take an exam for the original exam missed.

Semester Calendar (Tentative)

Week One (01/15/24)

Topic Description
Readings

Assignments

Organization of Course

Chapter 1: Cells: The Fundamental Units of Life
Unity and Diversity of Cells, Seeing Cell Structure, The Tree of Life,

[Lab Exercise: Lab Safety Rules and Regulations](#)

Week Two (01/22/24)

Topic Description
Readings

Assignments

Chapter 1: Cells: The Fundamental Units of Life,
Studying Model Systems

Chapter 2: Chemical Components of Cells
Chemical Bonds, Small Molecules in Cells, Macromolecules of Cell

[Lab Exercise: Microscopy](#)

Week Three (01/29/24)

Topic Description

Readings

Assignments

Chapter 2: Chemical Components of Cells
Macromolecules of Cells

Chapter 4: Protein Structure and Function
Chemical Bonding, The Shape and Structure of Proteins, How Proteins Work

[Lab Exercise: Cell Culture Basics](#)

Week Four (02/05/24)

Topic Description

Readings

Assignments

Chapter 4: Protein Structure and Function

How Proteins are Controlled, How Proteins are Studied

Lecture Exam 1 (Chapters 1, 2 & 4)

[Lab Exercise: ELISA](#)

Week Five (02/12/24)

Topic Description

Readings

Assignments

Chapter 5: DNA and Chromosomes

The Structure of DNA, The Structure of Eukaryotic Chromosomes, The Regulation of Chromosome Structure

[Lab Exercise: Next Generation Sequencing](#)

Week Six (02/19/24)

Topic Description

Readings

Assignments.

Chapter 6: DNA Replication, Repair and Recombination

DNA Replication, DNA Repair

[Lab Exercise: PCR](#)

Week Seven (02/26/24)

Topic Description

Readings

Assignments

Chapter 7: From DNA to Protein: How Cells Read the Genome

From DNA to RNA, From RNA to Proteins,

[Lab Exercise: Molecular Cloning](#)

| | |
|---------------------------------|--|
| Week Eight (03/04/24) | |
| Topic Description | Chapter 7: From DNA to Protein: How Cells Read the Genome (Midterm Week) |
| Readings | From RNA to Proteins, RNA and the Origins of Life |
| Assignments | Lab Exercise: CRISPR |
| Week Nine (03/11/24) | Spring Break |
| Week Ten (03/18/23) | |
| Topic Description | Chapter 8: Control of Gene Expression |
| Readings | An Overview of Gene Expression, How Transcription is Regulated, Generating Specialized Cell Types, Post-Transcriptional Controls |
| Assignments. | Lab Exercise: Gene Regulation |
| Week Eleven (03/25/24) | |
| Topic Description | Chapter 9: How Genes and Genomes Evolve |
| Readings | Generating Genetic Variation, Reconstructing Life's Family Tree, Mobile Genetic Elements and Viruses, Examining the Human Genome |
| Assignments | Lab Exercise: Viral Gene Therapy |
| Week Twelve (04/01/24) | |
| Topic Description | Chapter 10: Analyzing the Structure and Function of Genes |
| Readings | Isolating and Cloning DNA Molecules, Sequencing DNA, Exploring Gene Function |
| Assignments | Lab Exercise: Exploring Molecular Biology Techniques |
| Week Thirteen (04/8/24) | |
| Topic Description | Chapter 16: Cell Signaling, Chapter 18: The Cell Division Cycle |
| Readings | General Principles of Cell Signaling, G-Protein Coupled Receptors, Enzyme -Couple Receptors, Overview of the Cell Cycle, The Cell Cycle Control System, G1 Phase, S Phase, M Phase |
| Assignments | Lecture Exam 3 (Chapters 8, 9 & 10) Lab Exercise: Hormones |
| Week Fourteen (04/15/24) | |
| Topic Description | Chapter 18: The Cell Division Cycle, Chapter 19: Sexual Reproduction and Genetics |
| Readings | Mitosis, Cytokinesis, The Benefits of Sex, Meiosis and Fertilization, Mendel and the Laws of Inheritance |
| Assignments | Lab Exercise: Mitosis |

Week Fifteen (04/22/24)

Topic Description

Chapter 19: Sexual Reproduction and Genetics, **Chapter 20:** Cell Communities: Tissues, Stem Cells, and Cancer

Readings

Genetics as an Experimental Tool, Exploring Human Genetics, Extracellular Matrix and Connective Tissue, Epithelial Sheets and Cell Junctions, Stem Cells and Tissue Renewal, Cancer

Assignments

[Lab Exercise: Cancer Pharmacology](#)

Week Sixteen (04/29/24)

Topic Description

Course Review

Assignments

[Group PowerPoint Presentation of a proposal on a "Cell Biology Problem"](#)
Lecture Exam 4 (Chapters 18, 19 & 20)

Student Support and Success

John B. Coleman Library

The John B. Coleman Library's mission is to enhance the scholarly pursuit of knowledge, to foster intellectual curiosity, and to promote life-long learning and research through our innovative services, resources, and cultural programs, which support the Prairie View A&M University's global mission of teaching, service, and research. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty. Website: <https://www.pvamu.edu/library/>; Phone: 936-261-1500

Academic Advising Services

Academic Advising Services offers students a variety of services that contributes to student success and leads towards graduation. We assist students with understanding university policies and procedures that affect academic progress. We support the early alert program to help students get connected to success early in the semester. We help refer students to the appropriate academic support services when they are unsure of the best resource for their needs. Faculty advisors support some students in their respective colleges. Your faculty advisor can be identified in PantherTracks. Advisors with Academic Advising Services are available to all students. We are located across campus. Find your advisor's location by academic major at www.pvamu.edu/advising. Phone: 936-261-5911

The University Tutoring Center

The University Tutoring Center (UTC) offers free tutoring and academic support to all registered PVAMU students. The mission of the UTC is to help provide a solid academic foundation that enables students to become confident, capable, independent learners. Competent and caring staff and peer tutors guide students in identifying, acquiring, and enhancing the knowledge, skills, and attitudes needed to reach their desired goals. Tutoring and academic support are offered face-to-face in the UTC, in virtual face-to-face sessions (<https://www.pvamu.edu/student-success/sass/university-tutoring-center/>), and through online sessions (<https://www.pvamu.edu/pvplace/>). Other support services available for students include Supplemental Instruction, Study Break, Academic Success Workshops, and Algebra Study Jam. Location: J. B. Coleman Library, Rm. 307; Phone: 936-261-1561; Email: pv tutoring@pvamu.edu; Website: <https://www.pvamu.edu/student-success/sass/university-tutoring-center/>

Writing Center

The Writing Center provides well-trained peer tutors to assist students with writing assignments at any stage of the writing process. Tutors help students with various writing tasks from understanding assignments, brainstorming, drafting, revising, editing, researching, and integrating sources. Students have free access to Grammarly online writing assistance. Grammarly is an automated proofreading and plagiarism detection tool. Students must register for Grammarly by using their student email address. In addition, students have access to face-to-face and virtual tutoring services either asynchronously via email or synchronously via Zoom. Location: J. B. Coleman Library, Rm. 209; Phone: 936-261-3724; Website: <https://www.pvamu.edu/student-success/writing-center/>; Grammarly Registration: <https://www.grammarly.com/enterprise/signup>

Academic Early Alert

Academic Early Alert is a proactive system of communication and collaboration between faculty, academic advisors, and PVAMU students that is designed to support student success by promptly identifying issues and allowing for intervention. Academic Early Alerts help students by providing a central location to schedule advising appointments, view advisor contact information, and request assistance. Students who recognize that they have a problem that is negatively affecting their academic performance or ability to continue school may self-refer an Academic Early Alert. To do so, students will log in to PV Place and click on Academic Early Alert on the left sidebar. Phone: 936-261-5902; Website: <https://www.pvamu.edu/student-success/early-alert/>

Student Counseling Services

The Student Counseling Services unit offers a range of services and programs to assist students in maximizing their potential for success: short-term individual, couples, and group counseling, as well as crisis intervention, outreach, consultation, and referral services. The staff is licensed by the State of Texas and assists students who are dealing with academic skills concerns, situational crises, adjustment problems, and emotional difficulties. Information shared with the staff is treated confidentially and in accordance with Texas State Law. Location: Hobart Taylor, 2nd floor; Phone: 936-261-3564; Website: <https://www.pvamu.edu/healthservices/student-counseling-services/>

Office of Testing Services

Testing Services serves to create opportunities by offering a suite of exams that aid in the students' academic and professional success. Currently, we administer entrance (HESI A2), college readiness (TSI assessment), Prior Learning (CLEP, DSST), and proctored exams. Location: Wilhelmina Delco, 3rd Floor, Rm. 305; Phone: 936-261-3627; Email: aetesting@pvamu.edu; Website: www.pvamu.edu/testing

Office of Diagnostic Testing and Disability Services

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, contact the Office of Disability Services. As a federally-mandated educational support unit, the Office of Disability Services serves as the repository for confidential disability files for faculty, staff, and students. For persons with a disability, the Office develops individualized ADA letters of request for accommodations. Other services include learning style inventories, awareness workshops, accessibility pathways, webinars, computer laboratory with adapted hard and software, adapted furniture, proctoring non-standardized test administrations, ASL interpreters, ALDs, digital recorders, Livescribe, and a comprehensive referral network across campus and the broader community. Location: Hobart Taylor, Rm. 1D128; Phone: 936-261-3583; Website: <https://www.pvamu.edu/disabilityservices/>

Center for Instructional Innovation and Technology Services (CIITS)

Distance Learning, also referred to as Distance Education, is the employment of alternative instructional delivery methods to extend programs and services to persons unable to attend college in the traditional manner. The Center for Instructional Innovation and Technology Services (CIITS) supports student learning through online, hybrid, web-assist, and 2-way video course delivery. For more details and contact information, visit: <https://www.pvamu.edu/dlearning/distance-learning-2-2/students-2/>; Phone: 936-261-3283

Veteran Affairs

Veterans Services works with student veterans, current military and military dependents to support their transition to the college environment and continued persistence to graduation. The Office coordinates and certifies benefits for both the G.I. Bill and the Texas Hazlewood Act. Location: Evans Hall, Rm. 102; Phone: 936-261-3563; Website: <https://www.pvamu.edu/sa/departments/veteranaffairs/>

Office for Student Engagement

The Office for Student Engagement delivers comprehensive programs and services designed to meet the co-curricular needs of students. The Office implements inclusive and accessible programs and services that enhance student development through exposure to and participation in diverse and relevant social, cultural, intellectual, recreational, community service, leadership development, and campus governance. Location: Memorial Student Center, Rm. 221; Phone: 936-261-1340; Website: <https://www.pvamu.edu/studentengagement/>

Career Services

Career Services supports students through professional development, career readiness, and placement and employment assistance. The Office provides one-on-one career coaching, interview preparation, resume and letter writing, and career exploration workshops and seminars. Services are provided for students at the Northwest Houston Center and College of Nursing in the Medical Center twice a month or on a requested basis. Distance Learning students are encouraged to visit the Career Services website for information regarding services provided. Location: Anderson Hall, 2nd floor; Phone: 936-261-3570; Website: <https://www.pvamu.edu/careerservices/>

University Rules and Procedures

Academic Misconduct

Academic dishonesty is defined as any form of cheating or dishonesty that has the effect or intent of interfering with any academic exercise or fair evaluation of a student's performance. The college faculty can provide additional information, particularly related to a specific course, laboratory, or assignment.

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with the *University Administrative Guidelines on Academic Integrity*, which can be found on the [Academic Integrity webpage](#). Students who engage in academic misconduct are subject to university disciplinary procedures. As listed in the *University Administrative Guidelines on Academic Integrity*, the University Online Catalog, and the Student Code of Conduct, the following are examples of prohibited conduct. This list is not designed to be all-inclusive

or exhaustive. In addition to academic sanctions, any student found to have committed academic misconduct that is also a violation of criminal law may also be subject to disciplinary review and action by the Office of Student Conduct (as outlined in the Student Code of Conduct).

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 learned, giving or receiving aid unauthorized by the instructor on assignments or examinations. Examples: unauthorized use of notes for a test; using a "cheat sheet" on a quiz or exam; any alteration made on a graded test or exam which is then resubmitted to the teacher;
2. **Plagiarism:** Careless or deliberate use of the work or the ideas of another; representation of another's work, words, ideas, or data as your own without permission or appropriate acknowledgment. Examples: copying another's paper or answers, failure to identify information or essays from the internet and submitting or representing it as your own; submitting an assignment which has been partially or wholly done by another and claiming it as yours; not properly acknowledging a source which has been summarized or paraphrased in your work; failure to acknowledge the use of another's words with quotation marks;
3. **Collusion:** When more than one student or person contributes to a piece of work that is submitted as the work of an individual;
4. **Conspiracy:** Agreeing with one or more persons to commit an act of academic/scholastic dishonesty; and
5. **Multiple Submission:** Submission of work from one course to satisfy a requirement in another course without explicit permission. Example: using a paper prepared and graded for credit in one course to fulfill a requirement and receive credit in a different course.

Nonacademic Misconduct

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. The Office of Student Conduct will adjudicate such incidents under nonacademic procedures.

Sexual Misconduct

Sexual harassment of students and employees at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating the university's sexual harassment policy will be subject to disciplinary action. In accordance with the Texas A&M University System guidelines, your instructor is obligated to report to the Office of Title IX Compliance (titleixteam@pvamu.edu) any instance of sexual misconduct involving a student, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which the instructor becomes aware during this course through writing, discussion, or personal disclosure. The faculty and staff of PVAMU actively strive to provide a learning, working, and living environment that promotes respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like assistance or have questions, they may contact the Title IX Coordinator at 936-261-2144 or titleixteam@pvamu.edu. More information can be found at www.pvamu.edu/titleix, including confidential resources available on campus.

Pregnancy, Pregnancy-related, and Parenting Accommodations

Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related conditions, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Disability Services or the Dean of Students' Office for additional information and to request accommodations.

Non-Discrimination Statement

Prairie View A&M University does not discriminate on the basis of race, color, sex, religion, national origin, age, disability, genetic information, veteran status, sexual orientation, or gender identity in its programs and activities. The University is committed to supporting students and complying with The Texas A&M University System non-

discrimination policy. It seeks to establish an environment that is free of bias, discrimination, and harassment. If you experience an incident of discrimination or harassment, we encourage you to report it. If you would like to speak with someone who may be able to afford you privacy or confidentiality, there are individuals who can meet with you. The Director of Equal Opportunity & Diversity has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Harrington Science Building, Suite 109 or by phone at 936-261-1744 or 1792.

Class Attendance Policy (See the University Online Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports the full academic development of each learner, whether classes are taught with the instructor physically present or via distance learning technologies such as interactive video and/or the internet. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in the assignment of a grade of "F." Absences are accumulated beginning with the first day of class during regular semesters and summer terms. Each faculty member will include the University's attendance policy in each course syllabus.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rest 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 University Online Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Technical Considerations

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 10 or later version; Mac with OS High Sierra*
- 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, or Firefox

Note: Be sure to enable Java & pop-ups in the Web browser preferences

* Smartphones, Google Chrome books, and Android tablets may not be supported. iPads are the only tablets supported.

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

- Sending and receiving email
- A working knowledge of the Internet
- Microsoft Word (or a program convertible to Word)
- Acrobat PDF Reader
- Windows or Mac OS
- Video conferencing software

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 discussion boards. Foul or abusive language will not be tolerated. Do not use ALL CAPS for communicating to others AS IT CAN BE INTERPRETED AS YELLING. Avoid slang terms such as "wassup?" and texting abbreviations such as "u" instead of "you." Limit and possibly avoid the use of emoticons. Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post, and the message might be taken seriously or sound offensive.

Video Conferencing Etiquette

When using Zoom, WebEx, or other video conferencing tools, confirm the visible area is tidy, clear of background clutter, inappropriate or offensive posters, and other distractions. Ensure you dress appropriately and avoid using high traffic or noisy areas. Stay muted when you are not speaking and avoid eating/drinking during the session. Before the class session begins, test audio, video, and lighting to alleviate technology issues.

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 Center for Instructional Innovation and Technology Services at 936-261-3283 or email ciits@pvamu.edu.

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 occur in a seminar fashion. The use of the discussion board will accomplish this. The instructor will determine the exact use of discussion boards.

It is strongly suggested that students type their discussion postings in a word processing application such as Word 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, copy and paste to the discussion board.

COVID-19 Campus Safety Measures [NOTE: Delete this section when the COVID-19 pandemic is over]

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, PVAMU has adopted policies and practices to limit virus transmission.

- **Self-monitoring** - Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction.
- **Face Coverings** - Face coverings (cloth face covering, surgical mask, etc.) are recommended in classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource, and support offices, and outdoor spaces where 6 feet of physical distancing is challenging to maintain reliably.
- **Physical Distancing** - Physical distancing should be maintained between students, instructors, and others in course and course-related activities where possible.
- **Personal Illness and Quarantine** - Students required to quarantine are to participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities. Students experiencing personal injury or illness that is too severe for the student to attend class qualify for an excused absence. To receive an excused absence, students must provide appropriate documentation to the Office for Student Conduct, studentconduct@pvamu.edu.

Spring 2024 – Full Term

The Prairie View A&M University Academic Calendar subject to change as state, system, and local guidelines evolve in relation to COVID. Any updates will be posted to <https://www.pvamu.edu/coronavirus>.

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|---------------------------|---|
| Oct 16, 2023 Monday | Priority Deadline to Submit Financial Aid Verification Documents |
| Nov 06, 2023 Monday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Special Population) |
| Nov 07, 2023 Tuesday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Doctoral, Graduate, Post-Baccalaureate, Seniors) |
| Nov 08, 2023 Wednesday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Juniors) |
| Nov 09, 2023 Thursday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Sophomores) |
| Nov 10, 2023 Friday | Priority Registration for continuing students for December/January Mini-Mester and Spring 2024 (Freshmen) |
| Nov 11, 2023 Saturday | Registration for all students for the December/January Mini-Mester and Spring 2024 Begins |
| Jan 15 Monday | Dr. Martin Luther King, Jr. Day Holiday (University Closed)*Subject to approval by The Texas A&M University System Board of Regents and may change. |

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|--|---|
| Jan 16 Tuesday | Financial Aid Satisfactory Academic Progress (SAP) Appeal Deadline |
| Jan 16 Tuesday | First Class Day |
| Jan 16 Tuesday | Tuition & Fees Payment Due Date @ 5:00 p.m. |
| Jan 16 - Jan 23 Tuesday through Tuesday | Late Registration/Late Registration Fee Begins (\$50.00) |
| Jan 16 - Jan 25 Tuesday through Thursday | Attendance Reporting Period. Students who do not attend class during this period will have their courses removed and financial aid reduced or cancelled |
| Jan 30 Tuesday | Financial Aid Refunds begin |
| Jan 31 Wednesday | 12th Class Day (Census Date) |
| Jan 31 Wednesday | Final Day to Drop/Withdraw from Course(s) without Academic Record (A Financial Record will still exist) |
| Feb 01 Thursday | Withdrawal from Courses with Academic Record (“W”) Begins |
| Feb 06 Tuesday | Drop for Non-Payment of Tuition and Fees @ 5:00 p.m. |

Feb 12

20th Class Day

Monday

Mar 07 - Mar 09

Mid-Semester Examination Period

Thursday through
Saturday

Mar 11 - Mar 16

Spring Break (Student Break)

Monday through
Saturday

Mar 13

Mid-Semester Grades Due

Wednesday

Mar 15

Spring Break (University Closed)*Subject to approval by The Texas A&M
University System Board of Regents and may change

Friday

Mar 20

Founders Day/Honors Convocation

Wednesday

Mar 26

Final Date to Apply for Spring 2024 Graduation (ceremony participation)

Tuesday

Mar 27

Application for Graduation-Degree Conferral only for Spring 2024
Graduation Begins (no ceremony participation or name listed in the program)

Wednesday

Mar 29

Good Friday (No Classes)*Subject to approval by The Texas A&M
University System Board of Regents and may change.

Friday

Apr 01

Priority Registration for continuing students for Summer, May/Summer 2024
Mini-Mester and Fall 2024 semester (Special Populations)

Monday

| | |
|---------------------|--|
| Apr 02 Tuesday | Priority Registration for continuing students for Summer, May/Summer 2024 Mini-Mester and Fall 2024 semester (Doctoral, Masters, Post-Bacclaureate, Seniors) |
| Apr 03 Wednesday | Priority Registration for continuing students for Summer, May/Summer 2024 Mini-Mester and Fall 2024 semester (Juniors) |
| Apr 04 Thursday | Priority Registration for continuing students for Summer, May/Summer 2024 Mini-Mester and Fall 2024 semester (Sophomores) |
| Apr 05 Friday | Priority Registration for continuing students for Summer, May/Summer 2024 Mini-Mester and Fall 2024 semester (Freshmen) |
| Apr 06 Saturday | Registration for all students for Summer/May Summer 2024, Mini-Mester 2024 and Fall 2024 Begins |
| Apr 12 Friday | Final Day to Apply for Degree Conferral only for Spring 2024 Graduation (no ceremony participation or name listed in the program) |
| Apr 26 Friday | Final Day for Graduating Undergraduates to Submit Application for Tuition Rebate for Spring 2024 |
| Apr 26 Friday | Last Class Day |
| Apr 26 Friday | Final Day to Withdraw from a Course or the University (“W”) for the Spring 2024 16- week session |
| Apr 29 Monday | Study Day(No Classes in Session) |

Apr 30 - May 08

Tuesday through
Wednesday

Final Exams

May 09

Thursday

Final Grades due for Graduation Candidates (12:00 pm)

May 11

Saturday

Commencement

May 14

Tuesday

Final Grades due for all other students (11:59 p.m.)
