



**BIOL 3034 P01 General Microbiology
Summer 2018**

Instructor: Paul B. Drummond, Ph.D.
Section # and CRN: Section P01/ 30136 Section P61/ 30177
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Office Hours: MTWR 1 - 2 pm Room 430P
 Other times by appointment
Mode of Instruction: Face to Face

Course Location: Lecture room 122 / Lab room 308
Class Days & Times: MTWR Lecture 8:00 - 9:20 a.m. / Lab 9:30 a.m. – 1:20 p.m.
Catalog Description: Morphology, physiology, classification, and cultivation of the microorganism relevant to agriculture, pre-medicine, and industry. Prerequisites: CHEM 1033, BIOL 1015, or equivalent. Laboratory fee required.

Prerequisites: Undergraduate level CHEM 1033 Minimum Grade of C and Undergraduate level BIOL 1015 Minimum Grade of C
Co-requisites: None

Required Texts: Lecture Textbook: Prescott's Microbiology 10th edition.
 978-1-259-28159-4 MHHE Willey et al: ConnectPlus Access Card with Learn Smart for Prescott's Microbiology © 2017 Purchase online price = \$92
Connect is required for class.
 Connect information is listed below.

<http://connect.mheducation.com/class/TBD>

Recommended Texts: Blue / black pens, #2 lead pencils, notebook paper, pocket folder with brads, dividers with tabs, calculator, access to computer / printer, color pencils – red, blue, green, purple.

Student Learning Outcomes:

	Upon successful completion of this course, students will be able to:	Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment
1	Demonstrates knowledge of the basic principles and concepts of life at the microscopic level as it pertains to microbes.		
2	Comprehends the theoretical concepts in microbiology so that they may use this as a basis for future studies; whether it be in Agriculture, Biology, Commercial Foods, Dietetics, Medical Technology, Medicine, Dentistry, Nutrition, Public Health and Biological Research.		
3	Analyze the inter-relationships among the microorganisms and between the microorganisms higher living forms.		
4	Demonstrate the proper techniques and procedures of handling microscopic living organisms, many of which are pathogenic.		
5	Incorporation of Novel Technology including Microplate Analysis and Tissue		

	Culture techniques to understand the role of microorganisms in infection and disease.		
6	Employ effective teamwork skills with emphasis on listening, responding and creating a positive attitude.		

Purpose of Course: Microorganisms are important life forms to the welfare and the endeavors of humans. This is especially true in fields of study such as Agriculture, Biology, Commercial Foods, Dietetics, Medical Technology, Medicine, Dentistry, Nutrition, Public Health and Biological Research. Therefore, persons whose major or minor interests are in one of these areas, or in a related area, should benefit with information about microorganisms and microscopic living forms. This course is designed to provide the information and explanations about microorganisms.

Major Course Requirements

Method of Determining Final Course Grade

Course Grade Requirement	Points per task	Total points
3 Lecture exams	100 points each	300 points
10 Lab reports	5 points each	50 points
5 Weekly Lab quizzes	10 points each	50 points
Connect homework assignments	100 points	100 points
Group assignment	100 points	100 points
2 Practical Lab Exams	50 points	100 points
Attendance and Participation	100 points	100 points
Comprehensive Final Exam	200 points	200 points
Total points		1000 points

Your final grade for the class is calculated by: $\frac{\text{your total points}}{1000} \times 100 = \text{_____} \%$.

Grading Scale is as follows:

- A = 100 - 90
- B = 89 - 80
- C = 79 - 70
- D = 69 - 60
- F = below 60

Exam Policy: 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 with non-valid or unofficial excuses for missing an exam will earn a grade of zero for the missed exam. Students may request a make-up exam with a valid or official excuse. The instructor will schedule the time and place of the make-up exam which will not interrupt the teaching of the class or delay the complete covering of the course topics. Students missing a make-up exam will not be provided a second opportunity to take a make-up for the original exam missed.

If you failed the first test, you will be required to attend tutoring each week until your grade improves.

Course Procedures or Additional Instructor Policies

Taskstream

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. At least one of your assignments is **REQUIRED** to be submitted as 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.

Attendance Policy: The students are expected to be **present and on time** for all scheduled lectures and laboratory periods. During these times lectures will be given, laboratory demonstrations will be conducted and exercises will be assigned and all pertinent questions answered. **If the student incurs an excused absence with written documentation for the reason, he/she will make arrangements to make-up the missed assignment(s) within two class days upon return to the classroom.** The validity of the excuse is the responsibility of the instructor. No excuse = a grade of "0" recorded.

Prairie View A&M University requires regular 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.

Absences: While it is understood that you will attend all lectures and laboratories, there are times when you may be absent. Excused absences are those that are due to illness, attendance at university approved functions, civil or military services, or family emergencies. Documentation **must** be provided to me, the instructor prior to the event or immediately upon the student's return to class. Only verifiable, excused absences will be accepted so that the student may make up his / her work – lecture exams and laboratory assignments.

Evaluation for the Lecture: In the lecture, there will be four examinations and a comprehensive final examination, each will be worth 100 points. The examinations will cover those topics covered in class and from the textbook and laboratory exercises. A portion of the exam will be done on a Scantron form. You must provide **your own #2 pencil** and the Scantron form.

Evaluation for the Laboratory: A laboratory report is due for each laboratory exercise performed. There are 10 laboratory exercises which will have multiple labs included. Each lab report is worth 5 points. In order to receive a grade for your laboratory report, you must be present. There will be two lab practical exams and a comprehensive final exam.

Tentative Examination Schedule (Dependent on the pace that chapters are covered)

Week	Chapter Title	Pages
1	Ch. 1 The Evolution of Microorganisms and Microbiology Ch. 3 Bacterial Cell Structure Ch. 6 Viruses and Other Acellular Infectious Agents Connect homework	1 – 21 40 – 79 109 – 131
2	Ch. 7 Microbial Growth Ch. 32 Microbial Interactions Ch. 35 Pathogenicity and Infection EXAM 1 – Ch. 1, 3 and 6 July 16, 2018 Connect homework	132 – 171 685 – 706 770 – 785
3	Ch. 37 Epidemiology and Public Health Microbiology Ch. 39 Human Diseases caused by Bacteria EXAM 2 – Ch. 7, 32 and 35 July 23, 2018 Connect homework	806 – 826 859 – 901
4	Ch. 41 Microbiology of Food Ch. 42 Biotechnology and Industrial Microbiology EXAM 3 – Ch. 37 and 39 July 30, 2018 Connect homework	927 – 946 947 – 963
5	Special Topics Review Comprehensive Final Exam	August 08, 2018 August 09, 2018

Course number: 30136

Day and times

Location

Section P61: 30177

MTWR - Laboratory: 9:30 a.m. – 1:20 p.m.,

Room 308 NSCI

*** Lab Schedule, labs may take more than one lab period to complete.

Week	Exercise(s) to Perform
1	Laboratory Safety and Introduction to the Lab Chapter 2 Prescott's Microbiology pg. 22-41 Slide observation
2	Field Investigation Sample collection and Research Techniques
3	Lab Exam 1 and DNA Cloning and Bioinformatics
4	Control of Microorganisms Chapter 8 and 9 Prescott's Microbiology
5	Unknown Bacteria Lab and Case study Lab Exam 2

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. <https://www.pvamu.edu/library/>
Phone: 936-261-1500

The Learning Curve (Center for Academic Support)

The Learning Curve 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 Learning Curve 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 Rm. 207F. Phone: 936-261-1561

The Center for the Oversight and Management of Personalized Academic Student Success (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 Rm. 306. Phone: 936-261-1040

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. Students taking on-line courses or courses at the Northwest Houston Center or College of Nursing may consult remotely or by email. Location: Hilliard Hall Rm. 121. Phone: 936-261-3724.

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 provides assistance to 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: Owens-Franklin Health Center Rm. 226. Phone: 936-261-3564

Testing

The Department of Testing administers College Board CLEP examinations, the HESI A2 for pre-nursing majors, LSAT for law school applicants and MPRE for second-year law students, the Experiential Learning Portfolio option, the Texas Success Initiative (TSI) Assessment, which determines college readiness in the state, and exam proctoring, among other service such as SAT and ACT for high school students. Location: Delco Rm. 141. Phone: 936-261-4286

Office of Diagnostic Testing and 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 of non-standardized test administrations, ASL interpreters, ALDs, digital recorders, livescribe, Kurtzweil, and a comprehensive referral network across campus and the broader community. Location: Evans Hall Rm. 317. Phone: 936-261-3585

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. 323. Phone: 936-261-3563

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

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: Evans Hall Rm. 217. Phone: 936-261-3570

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.

Title IX Statement

Prairie View A&M University (PVAMU) 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 sex- or gender-based discrimination, including sexual harassment, sexual assault or attempted sexual assault, we encourage you to report it. While you may talk to a faculty member about an incident of misconduct, the faculty member must report the basic facts of your experience to Ms. Alexia Taylor, PVAMU's Title IX Coordinator. 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 Title IX Coordinator is designated to handle inquiries regarding non-discrimination policies and can assist you with understanding your options and connect you

with on- and off-campus resources. The Title IX Coordinator can be reached by phone at 936-261-2123 or in Suite 013 in the A.I. Thomas Administration Building.

Class Attendance Policy (See Catalog for Full Attendance Policy)

Prairie View A&M University requires regular class attendance. Attending all classes supports 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 internet.

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 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 student's 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.

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 in the Web browser preferences

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.