BIOL 1073 Z01 General Microbiology
Summer II 2020

Instructor: Paul B. Drummond, Ph.D.
Section # and CRN: Section Z01/ 32126 Section Z61/ 32144
Office Location: E.E. O'Banion Science Building room 430W
Office Phone: 936-261-3175
Email Address: pbdrummond@pvamu.edu
Office Hours: Virtually Via Zoom MW: 10:00 AM – 12:00 PM and TR: 4:00 PM – 6:00PM
Mode of Instruction: Internet-Asynchronous

Course Location: ONLINE
Class Days & Times: BIOL 1073. General Microbiology. (2-2). Credit 3 semester hours. Morphology and physiology of microorganisms related to health and sanitation; disinfection, growth, and control of those organisms causing common infectious diseases. Laboratory fee required.

Prerequisites: None
Co-requisites: None


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:

<table>
<thead>
<tr>
<th>Program Learning Outcome # Alignment</th>
<th>Core Curriculum Outcome Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Demonstrates knowledge of the basic principles and concepts of life at the microscopic level as it pertains to microbes.</td>
<td>Critical Thinking</td>
</tr>
<tr>
<td>Comprehends the theoretical concepts in microbiology so that they may use this as a basis for future studies, whether it is in the area of Nursing or other allied health fields.</td>
<td>Critical Thinking</td>
</tr>
<tr>
<td>Analyze the inter-relationships among the microorganisms and between the microorganisms higher living forms.</td>
<td>Critical Thinking</td>
</tr>
<tr>
<td>Demonstrate the proper techniques and procedures of handling microscopic living organisms, many of which are pathogenic.</td>
<td>Discipline Specific Knowledge</td>
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</tbody>
</table>

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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 visit Taskstream via the link in eCourse.

Discussion Requirement for online courses: There will be no required face to face meetings on campus (online courses only). However, we will participate in conversations about the readings, lectures, materials, and other aspects of the course in a true seminar fashion. We will accomplish this by use of the discussion board. Students are required to log-on to the course website often to participate in discussion. It is strongly advised that you check the discussion area daily to keep abreast of discussions. When a topic is posted, everyone is required to participate. The exact use of discussion will be determined by the instructor.

Writing Parameters
Your posts in the discussion area should be substantial original thinking. Each post should be at least one well-developed paragraph (approximately 150 words or more). Use correct spelling, punctuation, and grammar. Always indicate your sources. At least 2 references are required. Include MORE than just the URL; be complete in your citations (use a style). The discussions must be completed by the due dates specified on the syllabus.

Replying to Other Students’ Posts
Please read and reply to the posts of at least two other students with at least 65 words for each discussion. Your replies should offer new substantiated ideas or thoughtful questions.

Course Evaluation Methods: The University Academic Catalog grading policy is used. All exams are weighted equally. At least four exams will be given. Exams will be announced at least one week in prior to the administration of the exam. All exams will be cumulative in terms of the information covered. The final exam will be administered according to the University’s exam schedule. This schedule is in your registration booklet. Unannounced quizzes may be given to evaluate how well students are learning the covered information.

Grading Matrix:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points per task</th>
<th>Total points</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Lecture exams</td>
<td>100 points each</td>
<td>400 points</td>
</tr>
<tr>
<td>10 Lab reports</td>
<td>5 points each</td>
<td>50 points</td>
</tr>
<tr>
<td>10 Weekly Lab quizzes</td>
<td>10 points each</td>
<td>100 points</td>
</tr>
<tr>
<td>4 Discussions</td>
<td>20 points each</td>
<td>80 points</td>
</tr>
<tr>
<td>Comprehensive Lab Final</td>
<td>20 points</td>
<td>20 points</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>100 points</td>
<td>100 points</td>
</tr>
<tr>
<td>Bonus points</td>
<td>50 points</td>
<td>50 points</td>
</tr>
<tr>
<td><strong>Total points</strong></td>
<td></td>
<td><strong>800 points</strong></td>
</tr>
</tbody>
</table>

Your final grade for the class is calculated by: \( \frac{\text{your total points}}{800} \times 100 = \text{______} \% \).

Grading Scale is as follows:
A = 100 - 90
B = 89 - 80
C = 79 - 70
D = 69 - 60
F = < 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.*

**Class Attendance:**
The University Attendance Policy requires students to be present for each scheduled class. Students are required to demonstrate their knowledge of each concept of modern biology covered by the course textbook and the instructor. Students with or without official excuses for missing class will be tested and evaluated the same as students who were present for class. However, students attending class have the advantage of being taught knowledgeable information which they are expected to know. Excessive absenteeism will result in the student’s grade being reduced.

**Conduct Not Allowed:** Smoking is not allowed in the New Science Building. Please do not bring food to the classroom. On exams, honesty is required at all times. Cheating on exams and quizzes is not allowed or acceptable. Failing grades (zero) are assigned to students that cheat.

**Additional Information:** Be aware of current events. Read the newspaper, look at CNN and look at local and national news.

**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.

**ADA Statement:** Students with disabilities who believe they may need adjustment in this class are encouraged to contact the Office of Disabilities Services at (936) 261-3535 as soon as possible. Once you receive a letter of adjustment from the office, please make an appointment with me to discuss appropriate adjustments for this class.

**Course Outline:**

<table>
<thead>
<tr>
<th>Class</th>
<th>Chapter Title</th>
<th>Pages</th>
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<tbody>
<tr>
<td><strong>Week 1</strong></td>
<td>CH 1. Introduction, A Brief History of Microbiology</td>
<td>2-25</td>
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<td></td>
<td>CH 3. Cell Structure and Function</td>
<td>56-95</td>
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<tr>
<td><strong>Discussion 1</strong></td>
<td><strong>Exam 1 Chapters 1, 3 and 13</strong></td>
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<tr>
<td><strong>Week 2</strong></td>
<td>CH 6. Microbial Nutrition and Growth</td>
<td>166 - 195</td>
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<td></td>
<td>CH 14. Infection, Infectious Diseases and Epidemiology</td>
<td>410 - 444</td>
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<tr>
<td><strong>Discussion 2</strong></td>
<td><strong>Exam 2 Chapters 6 and 14</strong></td>
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<tr>
<td><strong>Week 3</strong></td>
<td>CH 19. Microbial Diseases of the Skin and Wounds</td>
<td>555 - 596</td>
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<td>CH 21. Microbial cardiovascular and Systemic Diseases</td>
<td>631 -666</td>
</tr>
<tr>
<td><strong>Discussion 3</strong></td>
<td><strong>Exam 3 Chapters 19 and 21</strong></td>
<td></td>
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<tr>
<td><strong>Week 4</strong></td>
<td>CH 22. Microbial Diseases of the Respiratory System</td>
<td>667 - 704</td>
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<td></td>
<td>CH 24. Microbial Diseases of the of the Urinary and Reproductive Systems</td>
<td>739 - 766</td>
</tr>
<tr>
<td><strong>Discussion 4</strong></td>
<td><strong>Exam 4 Chapters  22 and 24</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Week 5</strong></td>
<td>CH 24. Microbial Diseases of the of the Urinary and Reproductive Systems</td>
<td>739 - 766</td>
</tr>
<tr>
<td><strong>Review Day</strong></td>
<td><strong>Comprehensive Final Exam August 04, 2020</strong></td>
<td></td>
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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.

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**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.