BIOL 1111 College Biology Laboratory
Summer 2020

Instructor: Charcacia T. Sanders
Section # and CRN: Section#: Z01 and CRN: 32417
Office Location: Students will be able to meet with instructor via Zoom
Office Phone: 936-261-3162
Email Address: ctsanders@pvamu.edu
Office Hours: Tuesday and Thursday by Appointment
Mode of Instruction: Online
Course Location: Online
Class Days & Times: Asynchronous

Catalog Description: BIOL 1111. College Biology. Credit 1 semester hours.
This is an introductory course for non-biology majors. Emphasis is placed on basic biological principles and their application to human life.

Prerequisites: TSIA Reading College Ready
Co-requisites: None

Required Texts: In this course, you will use several resources such as online texts, videos, links to pertinent information, and other sources the instructor deem necessary. It is your responsibility to use posted resources to be successful in this course.

Recommended Texts: Supplements: None

Student Learning Outcomes:
Upon successful completion of this course, students will be able to:

<table>
<thead>
<tr>
<th>Number</th>
<th>Outcome Description</th>
<th>Program Learning Outcome #</th>
<th>Core Curriculum Outcome Alignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Demonstrate a general understanding of the basic principles of the relevant biological sub-discipline, and the process by which new scientific knowledge in this sub-discipline is generated.</td>
<td>4, 5</td>
<td>1, 2</td>
</tr>
<tr>
<td>2</td>
<td>Explain the basic chemical composition and processes occurring in living organisms.</td>
<td>1, 5</td>
<td>2</td>
</tr>
<tr>
<td>4</td>
<td>Interpret results from cell physiology experiments involving movement across membranes, enzymes, photosynthesis, and cellular respiration.</td>
<td>4, 5</td>
<td>2, 3</td>
</tr>
<tr>
<td>5</td>
<td>Distinguish between prokaryotic, eukaryotic, plant and animal cells, and identify major cell structures.</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>6</td>
<td>Describe the key roles of cell division. Identify the phases of the cell cycle and be able to compare mitosis in different types of cells.</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>7</td>
<td>Apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.</td>
<td>5</td>
<td>1, 2, 3, 4</td>
</tr>
<tr>
<td>8</td>
<td>Use critical thinking and scientific problem-solving to make informed decisions in a real-world context.</td>
<td>5</td>
<td>1, 2, 4</td>
</tr>
</tbody>
</table>

This syllabus is subject to change at the discretion of the instructor.
Major Course Requirements

Method of Determining Final Course Grade

<table>
<thead>
<tr>
<th>Course Grade Requirement</th>
<th>Value</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory Learning Modules</td>
<td>10 Modules</td>
<td>30%</td>
</tr>
<tr>
<td>Discussion Forums</td>
<td>6 Forums</td>
<td>20%</td>
</tr>
<tr>
<td>Laboratory Quizzes</td>
<td>5 Quizzes</td>
<td>10%</td>
</tr>
<tr>
<td>Laboratory Practical Exam</td>
<td>1 Exam</td>
<td>40%</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Grading Criteria and Conversion:

A = 90% to 100%
B = 80% to 89%
C = 70% to 79%
D = 60% to 69%
F = 0% to 59%

Detailed Description of Major Assignments:

<table>
<thead>
<tr>
<th>Assignment Title or Grade Requirement</th>
<th>Description:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Laboratory Learning Modules</td>
<td>Students will engage in learning modules, record lab findings, and answer questions based on lab content and lab outcomes.</td>
</tr>
<tr>
<td>Discussion Forums</td>
<td>Students’ course participation will be accessed based on responses to peers and to questions related to required readings.</td>
</tr>
<tr>
<td>Laboratory Quizzes</td>
<td>Students’ knowledge of previous lab will be assessed using multiple choice questions.</td>
</tr>
<tr>
<td>Laboratory Practical Exam</td>
<td>Student’s knowledge of scientific practices and concepts gained during lab will be assessed using a combination of multiple choice and free response questions.</td>
</tr>
</tbody>
</table>

Course Procedures or Additional Instructor Policies

Taskstream is a tool that Prairie View A&M University uses for assessment purposes. 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.

I. COMMITMENT TO LEARNING: You must be able to balance your time dedicated to this class along with your other responsibilities. Science courses often demand a much larger amount of your time than other courses. You must create a schedule where you have reserved a reasonable amount of time daily to focus on studying and completing online assignments for this course. My purpose in this class is to act as your guide through this subject material. I must make sure that your grade in this class indicates your mastery of the subject material required by this college. Each credit hour corresponds to a minimum of 8.4 hours of student engagement per week for a summer 5-week course. This time may be spent on discussions, readings and lectures, study and research, and assignments. This class is 1 credit hour and you will need to commit to time it will take to be successful in the course. Procrastination and cramming will lead to negative consequences. At worst, this will lead to failing the class. At best, you pass but fail to truly learn the material.

II. CLASS FORMAT: The class instructor facilitates an asynchronous online course. This class requires student participation and demonstrations. The instructor will ask students questions, present problems to solve and use audiovisuals to demonstrate concepts. Students should be prepared to actively participate in class to demonstrate their knowledge of biological concepts.

III. MINIMUM TECHNOLOGY REQUIREMENTS: Students are required to maintain to have access to the following:

   A. A computer (desktop/laptop) or mobile device (tablet) that is less than 5 years old and can access Adobe Flash applications.

   B. Speakers/headphones/earbuds for listening to audio or videos presented in courses.
C. Webcam for interacting in course activities that require video feedback from students (such as VoiceThread), video test proctoring (such as Respondus Monitor, Examity), or other third-party tools

D. An Internet Browser, such as Mozilla Firefox and Google Chrome preferred.

E. Adobe Acrobat Reader (latest version) - Download.

F. A stable high speed Internet connection

IV. USING VIDEO PROCTORING FOR ONLINE ASSESSMENTS: Unless otherwise stated, lab exams and quizzes assignments will be administered using video proctoring. To take these assessments via video proctoring students will need a computer and webcam and will NOT be able to use a smartphone or tablet.

V. MAKE-UP ASSESSMENTS: You are required to complete assessments as scheduled with the rest of your class. No make-up will be given automatically. If you cannot complete an assessment during the scheduled time you must contact the instructor immediately to discuss your options (e-mail within 24 hours of missing the assessments and the make-up must be taken within 3 business days after the assessments has been administered). Make-ups are will be given in a free-response format during a designated day and time at the discretion of the instructor.

Do not assume that you are eligible to take a make-up. It is up to the instructor decide if a student is eligible for a make-up pending the submission of the appropriate documentation. Appropriate documentation must be supplied before any make-up will be scored (please discuss with instructor what is considered an appropriate documentation).

If students do not appear at the prearranged time or meet the prescribed deadline for makeup work, they forfeit their rights for further makeup of that work and will receive a grade of a zero

VI. CLASS ATTENDANCE: Success in this course is dependent on your active participation and engagement throughout the course. As such, students are required to complete all assignments by the due date, and to actively participate in class discussions.

Students are expected to:

- Log on at least three times a week – on different days in order to completely weekly assignments, assessments, discussions and/or other weekly deliverables as directed by the instructor and outlined in the syllabus

- Participate in the weekly threaded discussions, this means that, in addition to posting a response to the thread topic presented, students are expected to respond to each other and comment and questions from the instructor and/or other students

Your attendance will be taken in the form of your participation in the Discussion Forums. A student will be considered to have attended class for the week if the student answers the discussion questions and responds to at least three classmates. Your participation in the discussion forums and attendance in this class is not only important to your success in this class, but also to the success of the entire class. This course is designed to be inter-active and student-centered.

VII. CLASS DISCUSSION FORUMS: You will be required to participate in six discussion posts during the semester. Active participation in the online discussions helps create a learning community and gives you opportunities to work with and get to know other students. Discussion questions and instructions are located with the topic sections on eCourses. You will be required to answer some specific questions about the individual reading assignments and respond to at least 3 of your classmates’ responses. All responses, both to the questions and your classmates, must be detailed, developed, and moves the discussion forward.

VIII. CLASS CONDUCT:

A. No cheating on exams, quizzes, reports, or any graded activity. Cheating will result in a grade of a zero.

B. It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette. Please review the “NETIQUETTE GUIDE FOR ONLINE COURSES” posted on eCourses to familiarize yourself with the proper netiquette for this course.
<table>
<thead>
<tr>
<th>WEEK OF</th>
<th>TOPICS</th>
<th>ASSIGNMENTS</th>
<th>DUE DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 26</td>
<td>The Scientific Process</td>
<td>Discussion Forum I</td>
<td>DUE: MAY 29</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Learning Modules 1 &amp; 2</td>
<td>DUE: MAY 31</td>
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<tr>
<td></td>
<td></td>
<td>The Scientific Process Quiz</td>
<td>DUE: JUNE 1</td>
</tr>
<tr>
<td>June 1</td>
<td>The Microscope and Cells</td>
<td>Discussion Forum II</td>
<td>DUE: JUNE 5</td>
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<tr>
<td></td>
<td></td>
<td>Lab Learning Modules 3 &amp; 4</td>
<td>DUE: JUNE 7</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Microscope and Cells Quiz</td>
<td>DUE: JUNE 8</td>
</tr>
<tr>
<td>June 8</td>
<td>Osmosis &amp; Diffusion</td>
<td>Discussion Forum III</td>
<td>DUE: JUNE 12</td>
</tr>
<tr>
<td></td>
<td>The Cell Cycle</td>
<td>Lab Learning Modules 5 &amp; 6</td>
<td>DUE: JUNE 14</td>
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<tr>
<td></td>
<td></td>
<td>Cell Division and Cell Transport Quiz</td>
<td>DUE: JUNE 15</td>
</tr>
<tr>
<td>June 15</td>
<td>The Chemistry of Life</td>
<td>Discussion Forum IV</td>
<td>DUE: JUNE 19</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Learning Modules 7 &amp; 8</td>
<td>DUE: JUNE 21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Chemistry of Life Quiz</td>
<td>DUE: JUNE 22</td>
</tr>
<tr>
<td>June 22</td>
<td>Cell Metabolism</td>
<td>Discussion Forum V</td>
<td>DUE: JUNE 26</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Lab Learning Modules 9 &amp; 10</td>
<td>DUE: JUNE 28</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cell Metabolism Quiz</td>
<td>DUE: JUNE 29</td>
</tr>
<tr>
<td>June 29</td>
<td></td>
<td>LAB PRACTICAL EXAM JUNE 29, 2020</td>
<td></td>
</tr>
</tbody>
</table>

### 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.

#### University Tutoring Center
The University Tutoring Center 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

**Online Tutoring**

The University Tutoring Center has partnered with Tutor.com to offer 24/7 academic support to every registered student at PVAMU. Online Tutoring is available for just about every subject offered at the University. Students can access tutoring support through their student portal and should be connected to a tutor in 30 seconds or less. Online tutoring is free of charge. Each PVAMU student is allotted 500 minutes of online tutoring time. Additional minutes can be requested by contacting the University Tutoring Center.

To access the online tutoring platform, please follow these directions:

1. Log onto PV Place (The Student Portal)
2. Once on, click the tab on the left of the page that says “Tutoring”
3. Next, follow the link that says Online Tutoring

**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 Computer or Laptop with Windows 7; Mac with OS X; 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 and Adobe Flash

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 accomplish 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.