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Course Website: at eCollege (<http://online.tamuc.org>) **Home Phone:** 972-722-1568*
Office Hours: TR11-12:30, F 10-11:30; email & Virtual Office (at eCollege) anytime

*Note on phone calls: Please leave a message with your name, number, and basic reason for calling; my husband and I are both "Dr. Henley," and both get a lot of correspondence on various topics, and I don't call back mystery numbers.

** Cell phone does text messaging as well (others do not).

REQUIRED TEXTBOOK

Campbell's Biology, 10th Edition, with Mastering Biology; Benjamin Cummings, 2013. ISBN-9780321775849. See **Textbook Options** below for more details.

COURSE MEETING TIME/PLACE: TR 9:30 – 10:45, BA 106

COURSE DESCRIPTION:

BSC 1406 (formerly known as BSC 101) - Introductory Biology I - Four semester hours (3 lec/3 lab). This course is the first half of the Introductory Biology series. It is designed for the following majors: Broadfield Biology, Pre-Med, Pre-Allied Health, and Pre-Vet. Topics covered include biological evolution, biochemistry, cellular and molecular biology, genetics, and microbiology. Note: Students must register for both lecture and lab sections.

COURSE OBJECTIVES:

BSc 1406 Introductory Biology I provides an introduction to the study of biology and is intended for biology, pre-professional, and pre-vet majors. As such, a strong background in biology and chemistry is suggested. This course is designed as the first half of the freshman biology sequence and covers topics including biological evolution, biochemistry, cellular biology, and molecular genetics. With successful completion of this course, students will be able to demonstrate understanding of the above concepts by definition, explanation, and use of these ideas in examinations and laboratory exercises.

CORE LEARNING OUTCOMES:

- In written, oral, and/or visual communication, A&M-Commerce students will communicate in a manner appropriate to audience and occasion, with an evident message and organizational structure.
- Students will be able to interpret, test and demonstrate principles revealed in empirical data.
- Students will be able to work together toward a shared purpose relevant to the course or discipline with a sense of shared responsibility for meeting that purpose.
- Students will be able to analyze, evaluate, or solve problems when given a set of circumstances or data.

LABORATORY:

You **must** be enrolled in a BSc1406 laboratory section in order to receive credit for the course. The laboratory will account for **25%** of your final grade. ***The laboratory sessions will begin the SECOND week of classes.*** You will receive a complete schedule, syllabus, and further instructions from your Lab Instructor at the first meeting. All labs meet in STC 217, and the lab manual will be available for download at eCollege (password is *always* **biology**). You are responsible for printing the required pages and maintaining a binder which may be checked (for a grade) at any time. If you are unable to attend your scheduled lab, you MIGHT be able to attend a different section that week, with instructor permission. Correspond directly with the lab instructors- all contact information will be available on the Lab syllabus and at eCollege. See the Schedule of Classes for this semester for available lab meeting times
<http://www.tamuc.edu/schedule/>

TENTATIVE LECTURE SCHEDULE: SPRING 2015

| Week | Start Date | Topic | Other Notes |
|-----------|------------|---|--------------------------------------|
| 1 | S 01 | Ch. 1: Syllabus and Introduction to the Study of Life | Monday Holiday |
| 2 | 08 | Ch. 2: Chemistry | |
| 3 | 15 | Ch. 3 and 4: Water and Carbon | |
| 4 | 22 | Ch. 5: Macromolecules | |
| 5 | 29 | Ch. 6: The Cell | Exam 1 (Ch. 1-5) |
| 6 | O 06 | Ch. 7 and 8: Cellular Membranes and Metabolism | |
| 7 | 13 | Ch. 9: Cellular Respiration | |
| 8 | 20 | Ch. 10: Photosynthesis | |
| 9 | 27 | Ch. 12: Mitosis | Exam 2 (Ch. 6-10) |
| 10 | N 03 | Ch. 13: Meiosis | |
| 11 | 10 | Ch. 14: Mendel | |
| 12 | 17 | Ch. 17: From a Gene to a Protein | |
| 13 | 24 | Ch. 17 continued | <i>Thanksgiving Holiday 11/26-28</i> |
| 14 | D 01 | Ch. 27 Bacteria | |
| 15 | 15 | Finish up/Review | Exam 3 (Ch. 12-14, 17, 27) |
| 16 | 17 | Comprehensive Final Exam 8:00-10:00am | |

This schedule is a general outline for your reference and is subject to change. Actual exam dates will be announced a minimum of one week in advance. **Final Exams** are already assigned to dates at this time (see <http://www.tamuc.edu/admissions/registrar/academicCalendars/final-exam-schedule.aspx>)

ATTENDANCE:

Attendance is mandatory, and a seating chart will be used for ease of recording attendance. Repeated unexcused absences or disruptive behavior such as talking during lecture or repeated tardiness will negatively affect grades (especially if borderline); similarly good attendance and behavior will be rewarded via attendance/participation credit. Missing 20% or more of lecture (unexcused absences) will result in a grade of F for the course. Note that Labs have similar policies, and failing lab will virtually assure failing the course. ***Please note: Cell phones, texting, iPods, emailing, YouTube, playing games, excessive talking and other forms of disruptive behavior are not allowed during class time. Students that are consistently disruptive in class may be dropped from the class without notice.***

NOTE THAT *This is a Majors-level course*, and you are expected to allot adequate time to *regularly* studying the material on your own- this material forms the foundation for your advanced classes in the coming terms. You are expected to read all textbook chapters corresponding to topics covered in lecture. It is also strongly recommended that you read the preface of the textbook, with hints on how to best use it. We will not use every chapter of the textbook in lecture, and we may discuss some aspects in more detail than your text goes into- so be sure to keep up with lecture notes too! If you miss a lecture, you are still responsible for that day's material- read the chapter, get notes from someone in class, review the powerpoints (posted at eCollege), and see me for any clarification. If you have difficulty with the material, feel free to see me *as soon as you can* for advice on how best to improve.

EXAMS AND GRADING:

Grades will be computed based on a "10-point scale" such that a total of 90% or higher of possible points will result in a grade of A, between 80% and 89.9% a B, and so on. If your total is lower than 60% of the class points you will fail the class (yes, that's an F). The points are planned to be as follows:

| | |
|--------------------------|------------|
| Mastering Biology | 100 |
| Exam 1 | 100 |
| Exam 2 | 100 |
| Exam 3 | 100 |
| Comprehensive Final Exam | 100 |
| Attendance/Participation | 25 |
| Lab grade | <u>175</u> |
| | 700 |

Exams will be announced in class and posted at eCollege at least one week in advance. Regular exams will include questions drawn from lecture notes, handouts, or Mastering Biology assignments. The final exam will be comprehensive. **No exam grades will be dropped.** Any student caught cheating on an exam will receive a zero for that exam. Students may only take pencils and erasers to their seats; all Scantrons and additional paper will be provided by the instructor. All other items must be left in the front of the classroom. Cell phones **MUST BE TURNED OFF** during exams – failure to comply with this may result in 10 points being deducted from exam grades.

MAKE- UP WORK:

In the case of a missed exam, with presentation of a valid and documented excuse you may arrange for a make-up exam. Such make-ups **MUST** be scheduled with **me** within 7 days of the missed test (if you are not in town, pick up the telephone or have a friend do it), and may be mainly short answer or essay in nature. Lack of such arrangements will result in a score of **0** for that test, and only **ONE** exam may be made up in this fashion. Such make-up exams will be given during finals week **ONLY**. Extreme circumstances will always be taken into consideration- **SEE ME** before you assume anything.

MASTERINGBIOLOGY ACCESS:

You are *required* to purchase the **Mastering Biology** online course component and complete all of the homework assignments listed- these exercises will have the same weight in your grade as an exam!

Go to <http://www.masteringbio.com> to enroll in Mastering Biology. Do not check yes for the Virtual Labs. IMPORTANT: The course ID# for my section is **BIOLHENLEYFALL2015**, (and the University zipcode is 75428). Once enrolled, you will see a window that shows Recent and Upcoming Assignments (you may need to scroll down). Please note that assignments have due dates – they do not receive credit if turned in late. It is the student's responsibility to keep track of due dates - failure to complete assignments by the due dates will result in a zero for the assignment. You will have an assignment for each chapter covered in lecture, plus a tutorial to get started. Each assignment consists of several activities, multiple-choice questions, and quizzes; your grade will be based upon the total of all of those scores combined (that is, you will have one grade for each assignment). Assignments will remain available for students to use to study for tests, although points cannot be earned after the due date; there are also many excellent resources for studying for exams in the Study Area. There are tutorials for how to use this system- be sure to complete them first to avoid blowing points on navigation errors or misunderstandings. Or ask for help.

TEXTBOOK OPTIONS:

Please note that you will need the **textbook *and* Mastering Biology** for both Introductory Biology I and II. There are many ways to obtain your text and MasteringBiology- here are examples, just be SURE to get the 10th **edition** textbook ***AND* MasteringBiology!** If you can't get both right away, GET MasteringBiology FIRST! (And do NOT get the virtual lab...). Also do note that you don't NEED both the paper text and ebook- as long as you have at least one of them.

1. University bookstore: <http://www.amcbookstore.com/home.aspx>
2. Pearson (publisher) website (if you are purchasing online, this is the recommended route to assure the CORRECT versions, especially of MB):
<http://www.mypearsonstore.com/bookstore/campbell-biology-plus-masteringbiology-with-etext-access-0321775848>
3. You may also rent the textbook from sites such as Chegg.com, or use other online sources (Amazon.com, etc.) Be SURE you are getting the right edition of the text AND MB!!!!

Important!: In many cases in which you save some money buying a text (online, etc.) you will have to purchase Mastering Biology separately, so be careful you don't end up paying more! If you purchased your textbook new it will contain an access code in a cardboard envelope. If you purchased a used book or you want to use the eText only (online textbook) you will need to purchase the access code online from <http://www.masteringbio.com> , or <http://www.mypearsonstore.com> .

TUTORING:

There are ample free tutors available for many courses on campus, including this one. In fact, extra credit will be awarded to students that have attended approved tutoring sessions. This course has a dedicated tutor(s) through SI:

<http://www.tamuc.edu/CampusLife/CampusServices/AcademicSuccessCenter/tutorInfo/default.aspx>.

The tutor (generally someone who did very well in this class in recent semesters) is available for help with homework, lab work, studying for tests, or any questions you may have, and frequently visits lectures. Tutors will also have review sessions prior to each test. In addition you may visit *JAMP Room Biology tutoring* – STC #110; schedule will be posted outside the door. For questions regarding JAMP, please contact Dr. Slovak 903-886-5368 or john.slovak@tamuc.edu.

RESOURCES:

There are a variety of resources at your disposal to aid with your studies in addition to your Mastering Biology account. This lecture is “Web Enhanced”- it has an *eCollege* site that you will be expected to use regularly; you can enter via your MyLeo account, or go directly to <http://online.tamuc.org>. There is also a wide variety of study aids available at the text’s website, accessible through your MasteringBiology account.

You may also find useful the **Academic Success Center** services, which include tutoring and workshops (including such topics as “Managing Test Anxiety”):

<http://www.tamuc.edu/CampusLife/CampusServices/AcademicSuccessCenter/default.aspx>

Try out these features early, while they have time to help you!

And of course the Academic Calendar, which does include information regarding University holidays, deadlines to add, drop, withdraw, and other such activities. This page also includes the link to each semester’s Final Exam schedule (which may also be useful for your other courses): <http://www.tamuc.edu/admissions/registrar/academicCalendars/>

Additionally, you may find the following *Biology websites* useful:

- Cells Alive! <http://www.cellsalive.com/>
- The Biology Project <http://www.biology.arizona.edu/>
- Online Biology Book
<http://www.emc.maricopa.edu/faculty/farabee/BIOBK/BioBookTOC.html>
- Kimball’s Biology Pages <http://users.rcn.com/jkimball.ma.ultranet/BiologyPages/>
- The Tree of Life Project <http://tolweb.org/tree/>

OTHER NOTES (INCLUDING OFFICIAL UNIVERSITY STATEMENTS/AKA: THE FINE PRINT)

It is the responsibility of the student to inform me of any problems you may have affecting your performance in class, be it due to professionally diagnosed disability, personal or work-related problems, or anything else that comes up, so that appropriate adjustments can be made.

Students with Disabilities:

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 have a disability requiring an accommodation, please contact:

**Office of Student Disability Resources and Services, Texas A&M University-Commerce,
Gee Library, Room 132, Phone (903) 886-5150 or (903) 886-5835, Fax (903) 468-8148, email
StudentDisabilityServices@tamuc.edu (or visit
<http://www.tamuc.edu/CampusLife/CampusServices/studentDisabilityResourcesAndServices/default.aspx>**

Regarding student conduct

“All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. See Student's Guide Handbook, Policies and Procedures, Conduct.” Please be advised that students who are disruptive to class activities will be dropped from the class and may face further disciplinary action.

Plagiarism

“*Plagiarism* is a criminal activity. You must cite all sources of information. Unreferenced copying of material, whether parts of sentences, whole sentences, paragraphs or entire articles, will result in a score of zero for your essay and can result in further disciplinary action.” Note that this is true throughout the University and we do have plagiarism-detecting software in place. Of special note in an online environment- “cut and paste” from websites without appropriate citation IS plagiarism, yet putting everything in quotation marks is not an acceptable alternative. You must learn to construct your own sentences with information you find (and changing a couple of words in a sentence or reordering sentences in a paragraph are not enough). If you have any questions about what is considered plagiarism or wish advice on avoiding it, please contact your instructor.

EARLY INTERVENTION FOR FIRST YEAR STUDENTS:

Early intervention for freshmen is designed to communicate the University's interest in their success and a willingness to participate fully to help students accomplish their academic objectives. The university through faculty advisors and mentors will assist students who may be experiencing difficulty to focus on improvement and course completion. This process will allow students to be knowledgeable about their academic progress early in the semester and will provide faculty and staff with useful data for assisting students and enhancing retention. Grade reports will be mailed by the end of the sixth week of the semester.

FINAL NOTE:

I make efforts to conserve resources (and cost) in providing materials for class. All materials provided in class are to be found at the eCollege website. I will not provide hard-copy handouts of anything that you can access there- you may print what you need, when you need it; or just download a copy to have handy. Clearly computer access is assumed of all students. If you do not have one of your own (or your online access is limited), there are computer labs available all around campus- Gee Library most notably, and more locally Science building room 210. You may need to provide your own paper for printing, or pay a charge. Also, places like Staples and OfficeDepot will print materials for a reasonable fee if you bring your flash-drive. Last bit of advice: **Get a Calendar. Learn how to use it.** ☺

PLEASE PRINT THIS PAGE: SIGN AND TURN IN TO YOUR INSTRUCTOR

I hereby acknowledge the following (*please mark all that apply*):

- I have read in full this syllabus and understand its contents.**

Specific Points:

- I understand that this course (BSC 1406) is designed for Biology Majors and is not recommended for students without a strong understanding of sciences.
- I understand that I must be enrolled in a corresponding laboratory section.
- I understand that MasteringBiology is a required part of the course.
- I understand that I am responsible for communicating any difficulties (technical, material, etc.) with my instructor promptly in order to avoid loss of time and work.
- I understand that I am expected to behave as a responsible adult, be respectful of others, and not negatively impact my fellow classmates.
- I understand that failure to adhere to the guidelines referred to in this syllabus may negatively impact my standing in this course, including the possibility of being dropped.

Your signature : _____

Your name (printed): _____

Laboratory section enrolled in: _____

Date: _____