



BIOL 1111 – Introductory Biology I

Course Syllabus – Spring 2016

Individuals with disabilities who need to request accommodations should contact the Disability Services Coordinator, Edgewater Hall 255, (678) 466-5445, disabilityservices@mail.clayton.edu.

INSTRUCTOR INFORMATION

Ann Showalter

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Office hours MON 2:10-3:25pm, TUES 12-2pm, WED 11-12:30 & 2:10-3:25pm

The best way to contact me is via email. If you do not get a response within one business day, assume I did not get your email. I do not always check email on weekends.

COURSE DETAILS

Course title: BIOL 1111 – Introductory Biology I (CRN 20726)

Classroom location: Lakeview Discovery and Science Center, Room 210

Class meeting day and time: Monday and Wednesday, 3:35pm – 4:50pm

Required materials: We will be using the Top Hat (www.tophat.com) classroom response system in class. You will be able to submit answers to in-class questions using Apple or Android smartphones and tablets, laptops, or via text message (SMS).

You can visit <http://tinyurl.com/THStudentRegistration> for the Student Quick Start Guide which outlines how you will register for a Top Hat account, as well as providing a brief overview to get you up and running on the system. An email invitation will also be sent to your email account (if you don't receive this email, you can register by visiting our direct Top Hat course URL <https://app.tophat.com/e/173684>).

Top Hat will require a subscription. There are three options to choose from:

- \$24 for 4 months of unlimited access
- \$36 for 12 months of unlimited access
- \$72 for lifetime* access

Textbook: While I highly recommend having a textbook for this class, I do not require one. In your decision to purchase the textbook (or not), keep in mind that the textbook may be required in BIOL 1112.

Textbook information: Shuster, M., J. Vigna, G. Sinha, & M. Tontono. 2014. Biology for a Changing World with Physiology. WH Freeman and Scientific American, Second Edition. ISBN-10: 1-4641-9132-8 ISBN-13: 978-1-4641-9132-9

You may want to purchase access to LaunchPad, which provides an ebook version of the textbook in addition to online study tools. Some professors who teach BIOL 1111/1112 will require LaunchPad – I do not. LaunchPad is available at <http://www.macmillanhighered.com/launchpad/sabiologyphys2e/>

Credit hours: 3.0 semester credit hour

Catalog description: The biology sequence (BIOL 1111-1112) covers basic and biological chemistry, cellular organization and function, cell division, bioenergetics, and organ system physiology as well as Mendelian genetics, basic statistics, developmental biology, molecular genetics, biotechnology, ecology, and evolution. BIOL 1111 includes the basic and biological chemistry, cellular organization and function, cell division, bioenergetics, genetics, and developmental biology. This sequence is designed for non-science majors.

Pre-requisites: MATH 1101, with a minimum grade of D; or MATH 1111, with a minimum grade of D; or MATH 1113, with a minimum grade of D; or MATH 1112A, with a minimum grade of D; or MATH 1112, with a minimum grade of D; or MATH 1501, with a minimum grade of D; or MATH 0099, with a minimum grade of C; or placement out of LS math

Co-requisites: BIOL 1111L, Introductory Biology Laboratory is no longer a co-requisite to BIOL 1111 lecture. The lab may be taken concurrently with the lecture, but it is not a requirement to take the lab in the same semester as the lecture. However, BIOL 1111L may not be taken without taking BIOL 1111 previously or concurrently.

Note: Due to the co-requisite nature of BIOL 1111 and BIOL 1111L, if the lecture course is dropped, the lab course must also be dropped. Any exceptions to this rule must be approved by the department chair.

LEARNING GOALS & OUTCOMES

Upon completion of this course, students will be able to:

- Understand the basic concepts of chemistry which are applicable to introductory biology.
- Describe the structure and explain the function of the cellular organelles.
- Describe the processes involved in cellular division.
- Understand general chemical and energetic processes that occur within most eukaryotic cells.
- Understand how the scientific method was employed in acquiring biological information.

General education outcomes:

The Clayton State University Core Curriculum outcomes (see Area D) are located on pages 107 and 108 of the [Academic Catalog and Student Handbook](#).

Teacher education standards:

The content of this course syllabus correlates to education standards established by national and state education governing agencies, accrediting agencies and learned society/ professional education associations. Please refer to the course correlation matrices located at the following web site: <http://www.clayton.edu/teachered/Standards-Outcomes>

EVALUATION & GRADING

You will be evaluated with the following assignments/criteria:

	Points	%
3 Exams @ 75 points	225	35%
Online quizzes	125	19%
Homework & in-class assignments	125	19%
Top Hat quizzes and participation	75	12%
Cumulative final exam	100	15%
TOTAL	650	100%

*Please note that the majority of questions on the exam will be short-answer.

Your grade will be determined as follows:

Grade	Percentage
A	89.5 - 100%
B	79.5 – 89.4%
C	69.5 – 79.4%
D	59.5 – 69.4%
F	below 59.4%

Mid-term progress report: The mid-term grade in this course, which will be used on February 26, reflects approximately 25% of the entire course grade. Students may choose to withdraw from the course and receive a grade of "W." Students pursuing this option must fill out an official withdrawal form, available in the Office of the Registrar, or withdraw on-line using the Swan by mid-term, which occurs on March 4. [Instructions for withdrawing are provided at this link.](#)

The last day to withdraw without academic accountability is Friday, March 4, 2016.

COURSE SCHEDULE

Week	Day	Topic	Chapters
1	Jan 11	Introduction	1
	Jan 13	Process of science	
2	Jan 18	MLK Day – NO CLASS	1
	Jan 20	Process of science	
3	Jan 25	Chemistry and molecules of life	2
	Jan 27	Chemistry and molecules of life	2
4	Feb 1	Cell structure and function	3
	Feb 3	Cell structure and function	3
5	Feb 8	Catch-up and review day	Exam 1 (Chapters 1-3)
	Feb 10		
6	Feb 15	Nutrition and enzymes	4
	Feb 17	Nutrition and enzymes	4
7	Feb 22	Energy and cellular respiration	5 & 6
	Feb 24	Metabolism	4
8	Feb 29	Photosynthesis	5
	Mar 2	Photosynthesis	5
March 4, 2016 is the last day to withdraw and receive a W grade			
	Mar 7 & 9	SPRING BREAK – NO CLASS THIS WEEK	
9	Mar 14	Catch-up and review day	Exam 2 (Chapters 4-6)
	Mar 16		
10	Mar 21	DNA structure and replication	7
	Mar 23	Cell division and mitosis	9
11	Mar 28	Cell division and cancer	9 & 10
	Mar 30	Genes to proteins	8
12	Apr 4	Genes to proteins	8
	Apr 6	Mutations	10
13	Apr 11	Catch-up and review day	Exam 3 (Chapters 7-10)
	Apr 13		
14	Apr 18	Single gene inheritance	11
	Apr 20	Single gene inheritance	11
15	Apr 25	Complex inheritance	12
	Apr 27	Complex inheritance	12
16	May 2	Catch-up and review day	
	May 9	COMPREHENSIVE FINAL EXAM @ 2:45pm	

*If by some miracle, we get through content faster than I anticipate, I may introduce new material on the catch-up/review days and we may cover the content in Chapter 13.

COURSE POLICIES

1. **Attendance is expected.** Students are responsible for obtaining any missed information from other students or D2L. This includes information concerning quiz dates, exam dates, due dates, etc.

While I track attendance, it is not an explicit part of your grade (but see 'How I will determine your Top Hat grade' below), and I do not require documentation for missed classes, unless you need to be excused from late penalties on assignments that were due in your absence. In these instances, please contact me as soon as possible to discuss your situation, and written documentation from an authority (doctor, judge, etc.) will be required for any waivers of the late penalty.

2. **How I will determine your Top Hat grade.** Your grade for the Top Hat quizzes and participation is worth 75 points. At the start of each class, there will be a Top Hat quiz worth 4 points. You will earn half of your quiz points just for taking the quiz and the other half for answering the questions correctly. At the end of the semester, I will drop your lowest 5 quiz grades (to account for tardiness and excused/unexcused absences). This will give you a total of 72 points. The remaining three points will be earned by posting questions on Discussion boards throughout the semester. Each question you post will earn you 1 point, until you have earned 3 points.
3. **Late policy on assignments.** Unless otherwise indicated, all assignments are due at the start of class. Late assignments are subject to a penalty of 10% of the points for each day (i.e., 24 hour period) that the assignment is late.
4. **Many assignments will be submitted on Dropbox in D2L.** It is your responsibility to ensure that the appropriate documents have been submitted by the deadline. Submit documents as Word (.doc or .docx) files only – I will not accept Pages (sorry Mac users!), PDFs, or Google docs for any assignments. If you submit inappropriate documents (e.g., wrong file format or wrong assignment altogether), you will be subject to late penalties until you post the appropriate file to Dropbox.
5. **Help! D2L is not working and something is due today!** If you have problems with uploading a document to D2L, email your assignment to me instead. I may still ask you to upload your assignment when the D2L problems have been resolved, but I will not take late penalties. If you experience problems with the online quizzes, email me as soon as possible so I am aware of your situation, and we will work out how to fairly resolve the situation.
6. **Respectful behavior is expected.** This means active listening when I am talking or when another student is talking during class discussions. Inappropriate side-conversations and the inappropriate use of laptops/cell phones is distracting to other students and disrespectful to everyone. Students repeatedly violating this policy will be asked to leave the classroom for being disruptive.

7. Procedures for in-class exams.

- Exam dates are fixed and will not change. So mark your calendars. If you cannot take the exam on the date listed in the syllabus, you must contact me within 48hrs of the exam date to schedule a make-up exam, and your make-up exam will be harder than the regular exam (to account for the extra study time you got). If you do not contact me within 48hrs of the exam date, you will not be allowed to take a make-up exam.
- Exams start at the beginning of class. Students who arrive late will not be given extra time on the exam.
- The use of or possession on your person of a cell phone, or any other electronic device, is not permitted during an exam. Anyone caught with a cell phone (in your hands, or lap, or pocket, etc.) will be subject to disciplinary action (see Academic Dishonesty below) and will receive a zero on the exam.

8. **Visitors are not permitted without the instructor's permission.** Children are not allowed in the classroom at any time.

GENERAL UNIVERSITY POLICIES

General Policy

Students must abide by policies in the Clayton State University Student Handbook, and the [Basic Undergraduate Student Responsibilities](#). The Student Handbook is part of the [Academic Catalog and Student Handbook](#), which begins on page 6.

University Attendance Policy

Students are expected to attend and participate in every class meeting. Instructors establish specific policies relating to absences in their courses and communicate these policies to the students through the course syllabi. Individual instructors, based upon the nature of the course, determine what effect excused and unexcused absences have in determining grades and upon students' ability to remain enrolled in their courses. The university reserves the right to determine that excessive absences, whether justified or not, are sufficient cause for institutional withdrawals or failing grades.

Academic Dishonesty

Any type of activity that is considered dishonest by reasonable standards may constitute academic misconduct. The most common forms of academic misconduct are cheating and plagiarism. All instances of academic dishonesty will result in a grade of zero for the work involved. All instances of academic dishonesty will be reported to the [Office of Community Standards](#). Judicial procedures are described beginning on page 19 in the section of the [Academic Catalog and Student Handbook](#) titled, Procedures for Adjudicating Alleged Academic Conduct Infractions.

Disruption of the Learning Environment

Behavior which disrupts the teaching-learning process during class activities will not be tolerated. While a variety of behaviors can be disruptive in a classroom setting, more serious examples include belligerent, abusive, profane, and/or threatening behavior. A student who fails to respond to reasonable faculty direction regarding classroom behavior and/or behavior while participating in classroom activities may be dismissed from class. A student who is dismissed is

entitled to due process and will be afforded such rights as soon as possible following dismissal. If found in violation, a student may be administratively withdrawn and may receive a grade of WF.

More detailed descriptions of examples of disruptive behavior are provided in the Clayton State University [Academic Catalog and Student Handbook](#) starting on page 14.

COMPUTER REQUIREMENTS

Each CSU student is required to have ready access throughout the semester to a notebook computer that meets faculty-approved hardware and software requirements for the student's academic program. Students will sign a statement attesting to such access. For further information on CSU's Official Notebook Computer Policy, please go to:

<http://www.clayton.edu/hub/itpchoice/notebookcomputerpolicy>.

Software Requirement

To properly access the course content you will need to download the following free software:

- Adobe Reader (needed to access files in PDF format): <http://get.adobe.com/reader/>
- Adobe Flash (needed to access video content): <http://get.adobe.com/flashplayer/>

Computer Skill Prerequisites

- Able to use the Windows™ operating system
- Able to use Microsoft Word™ word processing
- Able to send and receive e-mail using the Clayton State University e-mail system using Outlook™.
- Able to attach and retrieve attached files via email
- Able to use a Web browser.

In-class Use of Student Notebook Computers

Notebook computers may be used in the classroom, provided their use is not distracting for other students.

GeorgiaVIEW Desire2Learn (Online Classroom)

On-line activity will take place in Desire2Learn, the virtual classroom for the course.

You can gain access to Desire2Learn, by signing on to the SWAN portal and selecting: "D2L" on the top right side. If you experience any difficulties in Desire2Learn, please email or call The HUB at TheHub@mail.clayton.edu or (678) 466-HELP. You will need to provide the date and time of the problem, your SWAN username, the name of the course that you are attempting to access, and your instructor's name.

Changes or additions to this syllabus can be made at the discretion of the instructor at any time.

Last update: February 17, 2016
