**Syllabus**

**GENERAL BIOLOGY I - BSC 1010C Hybrid**

Instructor: Jennifer Odom

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Website: Canvas

Office Hours: Email to set up meeting times

Required Text:            CAMPBELL BIOLOGY (BSC1010C) Volume 1, Custom Edition for Valencia State College of Florida, 2011, Reece et. al., Pearson   Custom     Publishing

                                                                                                                OR

                                   CAMPBELL BIOLOGY, 11th Edition, 2011, Reece et. al. Pearson/Benjamin Cummings Publishing   (Students planning to take BSC1011C, General Biology II, should purchase this book.)

                                                                                **AND**

                                   Mastering Biology Access code specific to Valencia College

Required Lab Manual:  Valencia Custom edition available in the books store

**ABOUT THE COURSE**

This course is designed primarily for science majors and students of the various health-related professions, and is a prerequisite for more advanced courses such as General Biology II, Human Anatomy & Physiology, Microbiology, Botany, and Zoology.  Our primary emphasis will be upon living organisms at the molecular and cellular levels of organization.

Upon successful completion of this course, the student should be able to:

1. Understand and describe the basic biological concepts of introductory organic and biological chemistry, cellular structure and metabolism, biological energetics, cell and organismic reproduction, and patterns of genetic inheritance.
2. Use basic laboratory equipment and techniques in order to (a) minimize apprehensions about "hands-on" laboratory activities, (b) compare scientific theory with experimental data and develop logical hypotheses, and (c) use critical thinking to improve inductive and deductive reasoning skills.
3. Show understanding of General Biology I concepts through satisfactory performance on the Department’s Comprehensive Final Exam.

**Expectations**

1. What you can expect of me
	1. Arriving on time
	2. Additional materials (videos, websites, activities) to help enhance your chapter readings and understanding
	3. Accurate power points
	4. Prompt email response
	5. Grading done within 1 week of the assignment or exam
	6. Help when it is asked
2. What I expect from you
	1. Come to lab prepared and stay ahead of the material
		1. **Read the chapters and keep up with material**
		2. This is a hybridcourse so most of the lecture material will be your responsibility to learn.  This means you will be reading chapters, engaging in discussions, watching videos, and working in Pearson to learn the concepts.
	2. Engage in lab and problem solve
	3. Following all BSC1010C policies
	4. Adhere to the **Student Code of Conduct**and **Academic Integrity**
	5. Ask questions when you have them, not days later.
		1. Again this is a HYBRID course which means most of the lecture information falls on you to learn.  Don’t get behind in this class.  Ultimately you want to be one step ahead of me and ask questions when you have them.  This really benefits you because then you are not lost behind days of lectures

**GRADING POLICY**

The final grade will be determined as follows:

**Welcome Quiz                                                                                        10 points**

Due Aug 29th at 11:59pm

**Lecture Exams\*                                                                                       200 points**

              2 exams worth 100 points each

           **Online homework                                                                                   65 points**

                     13 online Chapter Homework assignments in Pearson

                     5 points per assignment

           **Discussion Posts**                                                                                       **60 points**

          Requires you to make an initial post and 2

           responses to a classmate’s original post

         (not a reply to yours) 6 discussion posts

        at 10 points each

            **Chapter Quizzes                                                                                 130 points**

                        At the completion of each week you will have a Pearson

                        quiz that will test your knowledge of the chapter assigned that

                        week. 10 points each quiz.

           **Lab Practical 1                                                                                         30 points**

                        Covers Lab Exercises 1- 6.

**Lab Practical 2                                                                                         40 points**

                  Covers Lab 7-12 and a bit from 1-6

**Lab Quizzes                                                                                            110 points**

                        There will be a quiz at the beginning of

                        each lab.  5 points from the previous lab

                        and 5 points from the current lab.

**Department Comprehensive Final Exam \*                                      100 points**

**TOTAL                                                                                            745 points**

**100-88% = A, 87-77%= B, 76-66%= C, 65-55% = D, and less than 54% = F**

\*indicates test is taken in the testing center. You must arrive with enough time to complete the exam before the center closes or you will NOT be allowed to complete the exam. I suggest 3 hours for Chapter Exams and 3.5 hrs for the Final Exam.

**GENERAL POLICIES:**

The College believes that regular attendance and class participation are significant factors which promote success in college. This means that:

* You’re are expected to attend every lab and log into Canvas 5 out of every 7 days
* You are allowed to miss 1 classes without penalty.  After that one missed classes, points will be deducted.  This means that if you miss 1 lab, that absences will not hurt your grade.  However, if you miss an exam after this absence, you will receive a zero on the exam.
	+ There is no distinction between excused and unexcused absences.  If you miss class for any reason, it will not be counted against you until you miss a class for the 2nd time.
	+ If you miss more than three classes I do have the right to withdraw you from the course.  I will contact you before I do this however if I do not hear back from you within 48 hours, you will be withdrawn.
* If you do not comply with the lab OSHA rules you will not be allowed to enter that lab and this will count against you as an absence
* For Lab you MUST have
	+ Closed-toed shoes
	+ Wear a long pant, dress or skirt that covers your legs to your ankles
	+ Wear a lab coat at all time
* Can be found at the Valencia Bookstore.  Must be long sleeved
* The lab manual
* Late Work Policy: For every day your assignment is late, 20% of your grade will be deducted. Late work is the death sentence for an online or hybrid course.  Be sure to check due dates in all aspects of this course.  Again, this is a hybrid class so you need to stay on top of everything if you want to be successful in this class.
	+ Your instructor CANNOT provide technical support.If you are experiencing problems with Atlas, Canvas, etc. you will need to contact the appropriate department: Canvas (407)582-5600 (available 24/7) or onlinehelp@valenciacollege.edu The ATLAS help desk phone # is (407)582-5444.
	+ A special note about computers: Even though computers and word-processing software are marvelous time and energy-saving devices, they can and do cause problems with the production of your documents.  Please be aware that a broken or ill-functioning computer, or the inability to retrieve, produce or submit your assignments from a computer will not be accepted as a valid excuse for a document that is submitted late.  I advise you to save all your documents to a flash drive and your hard drive.

**DISCUSSION POSTS & PEARSON ACCESS:**

You are required to submit an initial post by 11:59pm on Tuesday of the week that it’s assigned and then 2 replies for each discussion question are due by 11:59pm on Saturday of the week it’s assigned. Be sure that your post is insightful, original, and answers all parts of the question. The goal here is to make educated posts that include scientific information that was obtained through a credible source like the textbook, scientific journal article, or accredited website.  I do expect your discussion posts to contain sources.  Yes, we care what you think and feel but in a science course we care about facts. Be sure to properly cite your information in your post in order to get full credit using APA format.  Failure to cite will result in a zero for the assignment.  Plagiarism is not tolerated and will be treated with severe punishment. See “Academic Dishonesty” for more information.

Pearson access is **REQUIRED** in order to be part of this class.  Assuming you purchase the correct access code, this will also give you an electronic copy of the textbook.  Many of our assignments will rely on this access.  Access must be purchased and active within the **FIRST WEEK** of school.  Failure to do this will cause you to have late assignments which will significantly impact your grade.  In the event your financial aid does not kick in by the first week, please call Pearson and ask for a 14-day free trial to get you setup.  Once you get your code you will need to call them back and have that code linked to your account.

**ACADEMIC DISHONESTY:**

All forms of academic dishonesty are prohibited at Valencia Community College. Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a test situation, and misuse of identification with intent to defraud or deceive.

* All work submitted by students is expected to be the result of the student's individual thoughts, research and self-expression. Whenever a student uses ideas, wording or organization from another source, the source shall be appropriately acknowledged.
* If you are suspected of cheating
	+ The student shall be given informal notice and an opportunity to be heard by the professor.
	+ Any student determined by the professor to have been guilty of engaging in an act of academic dishonesty shall be liable to a range of academic penalties as determined by the professor which may include, but not be limited to, one or more of the following: loss of credit for an assignment, examination or project; a reduction in the course grade; or a grade of "F" in the course. At the option of the professor, the campus provost may be furnished with written notification of the occurrence and the action taken. If such written notice is given, a copy shall be provided to the student.
	+ Students guilty of engaging in a gross or flagrant act of academic dishonesty or repeated instances of academic dishonesty shall also be subject to administrative and/or disciplinary penalties which may include warning, probation, suspension and/or expulsion from the college.

**EXAMS AND FINALS:**

* All exams are multiple choice
* You must provide your own scantrons for this course.  They are the green ones sold in the campus bookstores. If you do not have a scantron you will not be allowed to take the exam.
* All exams and finals are taken in the testing center.  It is your responsibility to check the hours of operation for the testing center and complete the exam within the correct time frame.  Failure to do this will result in a ZERO for the missed exam.  The time window is large enough that you need to plan ahead for any issues.  NO make-up will be allowed…no exceptions. They will not allow you to take an exam if there isn’t enough time before the center closes. For example, if you have 2 hours to take an exam and the center closes at 9pm you need to be there no later than 7pm. Again, it is your responsibility to look up the testing center hours and plan ahead.
* Cell phones must be placed on the desk, screens down, during all exams, quizzes, or finals.
* If you miss the final you will automatically receive a F for the course
* The final will be cumulative and it is made by the department.  Every BSC1010C student will take the same final exam.
* In the event the final exam score is higher than any of the four unit exams, it will also be used to replace the lowest score.

**WITHDRAWL:**

You are responsible for initiating a voluntary withdrawal from the class prior to the published withdrawal date. You must withdraw prior to the withdrawal date in order to avoid being given an “F” grade. After the official withdrawal date, you cannot withdraw from the course. A faculty member MAY withdraw a student up to the beginning of the final exam period for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of “W”. Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of “F”. For a complete policy and procedure overview on Valencia policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals) please go to <http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75>

**How do I study for this course?**

This is a college-level science course (perhaps your first) and, as such, will require academic self-discipline and good study skills on your part.  Regular attendance, good note-taking, and a willingness to "keep up" and seek help when you need it will contribute to your success in this class.

* **Asking for help:**Please ask for help if you need it! Do not wait until the end of the semester to ask for help. The sooner you ask, the more beneficial it will be.
	+ Email works too
* Read the chapters before you come to lab
	+ You should have a firm grasp of the concepts before coming to lab
* Do all checklist questions at the end of each chapter
* Do all extra practice assignments that give to you by your professor
* Get into study groups and quiz each other
* Make flash cards and be sure to go from the front of the card (see definition and answer) and from the back of the card (see the answer and decide what the definition is)
* Use the youtube videos provided on the “useful biology links” document found on the course webpage
* Utilize the tutoring center at Valencia.  Call 407-582-1633 for an appointment.  The tutoring center is located in Building 7 room 240

**Baycare Behavioral Health’s Student Assistance Program:**

Valencia is committed to making sure all our students have a rewarding and successful college experience.  To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work.  Students have 24 hour unlimited access to the Baycare Behavioral Health’s confidential student assistance program phone counseling services by calling (800) 878-5470.  Three free confidential face-to-face counseling sessions are also available to students

**Students with Disabilities:** Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of the semester. The OSD (West Campus SSB 102, ext. 1523) determines accommodations based on appropriate documentation of disabilities.

**Security Statement:**

* We want to reassure you that our security officers are here around the clock to ensure the safety and security of the campus community.  It’s important to remain alert and aware of your surroundings, especially during the early morning or evening hours. Remember that you can always call security for an escort if you feel uncomfortable walking alone on campus.  White security phones can also be found in many of our buildings; simply pick up the phone and security will answer.
* Finally, report any suspicious persons to West Campus Security at 407-582-1000, 407-582-1030 (after-hours number) or by using the yellow emergency call boxes located on light poles in the parking lots and along walkways

**Lecture and Lab Schedule**

|  |  |  |
| --- | --- | --- |
| **Week of:** | **Online Content** | **Experiments** |
| **Week 1**  | Read: Chapter 1Due: Viruses Discussion Post, Pearson Chapter 1 Online Assignment, Chapter 1 Quiz | Reaction Times |
| **Week 2** | Read: Chapter 2 and 3 Due: Global Climate Change Discussion Post, Pearson Chapter 2 and 3 Online Assignment, Chapter 2 and 3 Quiz | No Labs |
| **Week 3** |  Read: Chapter 4Due: Pearson Chapter 4 Online Assignment, Chapter 4 Quiz | Atoms and Molecules |
| **Week 4** | Read: Chapter 5Due: Pearson Chapter 5 Online Assignment, Chapter 5 | Use of the Microscope |
| **Week 5** | Read: Chapter 6Due: Organelle Illness Discussion Post, Pearson Chapter 6 Online Assignment, Chapter 6 Quiz | The Cell |
| **Week 6** | Read: Chapter 7Due: Pearson Chapter 7 Online Assignment, Chapter 7 Quiz  | Diffusion I |
| **Week 7**  |  Exam 1 Chapters 1-7 | Diffusion II |
| **Week 8**  | Read: Chapter 8Due:  Pearson Chapter 8 Online Assignment, Chapter 8 Quiz | Practical, Enzymes |
| **Week 9**  |  Read: Chapter 9Due: Cellular Respiration Discussion Post, Pearson Chapter 9 Online Assignment, Chapter 9 Quiz | Respiration |
| **Week 10**  | Read: Chapter 10Due: Pearson Chapter 10 Online Assignment, Chapter 10 Quiz |  Photosynthesis  |
| **Week 11**  | Read: Chapter 12 and 13Due: Stem Cells Discussion Post, Pearson Chapter 12-13 Online Assignment, Chapter 12-13 Quiz | Mitosis and Meiosis |
| **Week 12** | Read: Chapter 14-15Due: Pearson Chapter 14-15 Online Assignment, Chapter 14-15 Quiz | Genetics |
| **Week 13** | Read: Chapter 16-17Due: Gene Modification Discussion Post, Pearson Chapter 16-17 Online Assignment, Chapter 16-17 Quiz |  Human phenotypes |
| **Week 14** | Study for Exam | DNA Worksheet |
| **Week 15** | Exam 2 Chapter 8-10 and 12-17 | Practical |
| **Week 16** | Final Exam Due by Dec 13th. NO exceptions |   |

Drop/Refund Deadline: Sept 4th

Withdraw Deadline: Nov 9th

Final Exam Date and Time: Final Exam due by Dec 13

\*\*Disclaimer: All information on the schedule is subject to change without notice.  Be sure to check Canvas and your email daily to ensure you do not miss any important information.

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