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Course Information: BIOL-1308 – General Biology

This is a non-lab class for non-biology majors...

After you have read this course information, you must e-mail me that you have read and understand the information and agree to its terms. If I do not receive this e-mail from you by February 1st, you will be dropped from the course!

Course Name	BIOL-1308
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Course Description	GENERAL BIOLOGY
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Goals

Course Goals (Uncategorized)	Course Goals
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COURSE OBJECTIVES:

1. To develop an understanding of the basic biological principles that affect daily life.
2. To introduce the diverse forms of life found on planet Earth.
3. To gain knowledge in the structure and functioning of animals and microorganisms.
4. To provide general information on the basis, patterns and new developments in genetics, inheritance of traits, and immunology.
5. To give insight into the interrelationships between all living organisms and their environment.
6. To impart an understanding of the scientific method used by scientists.
7. To develop a level of scientific literacy in biology sufficient to comprehend new developments and medical reports as presented in current publications and television programming.

Introduction

PURPOSE: This is an introductory course that covers the fundamentals of biology. This course is designed to satisfy the science elective for Applied Science degrees. BIOL 1308 does NOT satisfy a laboratory science requirement.

TexBook Program: This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course. You do not have to purchase a separate textbook because the access code gives you access to a digital version.

SPC TexBook Syllabus Statement

TexBook Program: *This course is in the SPC TexBook program, so you do not need to purchase a textbook or access code for this course.*

- **What is TexBook?** The required textbook/digital content for this course is available to you in Blackboard from the first day of class. The charge for the textbook/digital content is the lowest price available from the publisher and bookstore and is included in your tuition.
- **How do I access my TexBook?** Your course material is in your Blackboard course from the first day of class. Access to your course material is provided either by VitalSource or other links inside your Blackboard course. VitalSource (and many publisher's) eBook features include the ability to hear the text read aloud, highlight, take notes, create flash cards, see word definitions, build study guides, print select pages, and download 100% of the book for offline access.
- **Help with TexBook issues and support:** check with your professor or visit: <https://support.vitalsource.com/hc/en-us/requests/new> (available 24/7 via chat, email, phone, and text)
- **Opting out of TexBook:** Participating in TexBook is not mandatory, and you can choose to opt out. However, by opting out you will lose access to the course textbook/digital content and competitive pricing, and you will need to purchase the required course material on your own. If you drop the class or opt-out before the opt-out deadline, the TexBook fee will be automatically refunded to your SPC account. The opt-out deadline for Fall and Spring is the

twelfth class day. The opt-out deadline for shorter terms varies between the second and third class day.

Please consult with your professor before deciding to opt-out.* If you still feel that you should purchase the course textbook/materials on your own, send an **opt-out email to pwells@texasbook.com. Include your first name, last name, student ID number, and the course you are opting out of. Once you have been opted-out, you will receive a confirmation email. If you need assistance with the process, contact the SPC Bookstore:

Email: pwells@texasbook.com / **Phone:** 806-716-2097

Email: agamble@texasbook.com / **Phone:** 806-716-4610

A word about internet classes: Internet classes are very appealing because they allow students to complete a course within their own schedule. However, the downside is that the failure rate for internet classes is high. The only reason for a high failure rate is that students do not get their work turned in on time. It is too easy to wait until the last minute to complete assignments. Students must remain vigilant and get assignments turned in timely and regularly. Also, this course requires intensive reading and writing.

Unit details

The course is divided into 12 Units plus three written assignments. Each Unit covers one chapter in the textbook. For each Unit, you will need to study the chapter. Then you will study through a program called Learnsmart. The Learnsmart module is designed to help you study and learn the material. After you complete the Learnsmart module for each chapter, you will take a quiz over the material in the chapter. There are also three written assignments. Each written assignment will cover 1 or 2 chapters in the text, as well as require some internet research.

The details for each written assignment are listed on the tabs on the left.

Each Chapter will be worth 50 points toward your final grade. 20 points will be from studying the SmartBook module. The more you study, the more points you will receive. There is absolutely no

reason not to receive the full 20 points for the SmartBook t module. The other 30 points for each chapter will be from an on-line multiple choice quiz. The quizzes and the SmartBook modules will only be available on specific dates. The dates you may take each quiz are listed further down this course information guide. The quizzes will have 30 questions and you will have 45 minute to complete the quiz. Once you start the quiz, you cannot stop the timer... if you pause, lose your internet connection, etc...your 45 minutes keeps on ticking and will automatically submit your answers at the end of the 45 minute period! However, there is no time limit on the SmartBook modules.

Summary

So, to sum it up. You will have three written assignments to turn in. You will also have 12 chapters to cover. Each written assignment will be worth 100 points. Each chapter will be worth 50 points. Your lowest two quiz grades and your lowest two Learnsmart grades will be dropped! You can NOT drop any written assignment grades!

Quiz information

The quizzes are open book, but they are detailed and cover a lot of material. To do well on the quiz, you must work on the SmartBook module ahead of time and will need to make an outline or take notes. Also, some computers will disconnect you from the internet after a time of inactivity. It is possible that while you are taking an assessment the internet connection will become inactive and disconnect. If your computer does this, you need to reset your inactivity time period to a longer time frame. You might want to set it to disconnect only after 3 hours of inactivity.

You must take the quiz on the days specified below. You can take the quiz as early as 4 AM on the first day the quiz is available and have until 11:55 PM on last day the quiz is available to complete the quiz. If you miss a quiz, then you will receive a zero for that quiz. But do remember, you get to drop your lowest two quiz and SmartBook grades.

More on assignments

Introduction

Once the assignments for the unit are graded, I will post the grades on this web site. If you would like to see your comments about your grade, you must e-mail me and request them. **LATE ASSIGNMENTS WILL NOT BE ACCEPTED.** Let me repeat this, late assignments will not be accepted. If your computer malfunctions or there is a problem with sending e-mail, that is your responsibility. If you miss an assignment or if it is late, you will receive a zero for that assignment. Do not wait until the last minute to turn in your assignment. When turning in your assignments, e-mail them directly to me.

Additional information

As Biology students, it is your responsibility to explain, tell me, what is going on, what that cell part is doing, etc.? You may not assume that I can read your mind or that I have just read the material that you have read. I will only grade what I read, so be sure to explain your answers thoroughly. If your answer fails to deal with the issues in the question, then you have failed to properly answer the question. These answers must be in your own words. I do not want answers that are copied or paraphrased from the textbook or a web site. This is plagiarism and will result in a grade of zero. Remember that your work replaces your in-class time. I do not expect short answers for these questions. You will not receive credit for the class if only minimalist effort is given. Also, remember that spelling, grammar, syntax are all important. I will not grade work that is full of typos and other errors.
AGAIN, NO LATE ASSIGNMENTS WILL BE ACCEPTED!

Units, quiz dates, and Chapter covered

Below is a list of the chapters and the dates that you can complete the work for the chapter:

Unit #	Date	Chapter covered
1	Jan 18 – Feb 6	Chapter 1
2	Feb 7 – Feb 13	Chapter 2
3	Feb 14 – Feb 20	Chapter 3
4	Feb 21 – Feb 27	Chapter 4
5	Feb 28 – Mar 6	Chapter 5
6	Mar 7 – Mar 20	Chapter 6
7	Mar 21 – Mar 27	Chapter 7
8	Mar 28 – April 3	Chapter 8
9	April 4 – April 10	Chapter 9
10	April 11 – April 17	Chapter 18
11	April 18 – April 24	Chapter 19
12	April 25 – May 1	Chapter 20

Written Assignment #

Due Date:

#1

February 22nd

#2

March 29th

#3

May 3rd

Section Instructor: Phil Ricker

There are four ways you can communicate with me. You can e-mail me. I recommend using your personal e-mail address rather than through blackboard simply because that is generally the e-mail you are used to checking (please be sure to include what class you are in as I have several different internet classes). My email is pricker@southplainscollege.edu You can e-mail me through blackboard if that is what you are used to, just remember my reply e-mail will go to your school e-mail address. I check my e-mail several times a day on weekdays, but I may check it on weekends. Also, you can call me at my office, 806-716-2314, you can set up an appointment and we can meet in person, or you may text me on my cell at 891-4159 (emergencies only please). I reply to my e-mails timely. If you do not hear from me within a day, then I did not get your e-mail. You may want to call me or text me.

All assignments should be submitted through the Blackboard assignment page as an attachment. I use Windows and have the latest versions of Microsoft Word. **All written assignments must be sent as an attachment that Microsoft Word can read. All written assignments must be submitted through the Blackboard assignment page. Do NOT send the assignments through regular e-mail without checking with me first.**

Just because this is an internet class where we never have to meet face-to-face or talk on the phone does not mean that you cannot contact me outside of the internet. Please feel free to telephone me or make an appointment to meet.

WITHDRAWAL POLICY: The last day to withdraw/drop with a grade of “W” is **April 27th**. It is the student’s responsibility to withdraw from this course. Otherwise, students will be assigned their earned letter grade at the end of the course. If you need guidance about whether you need to drop the class or not, please contact me. For more information regarding drops/withdrawals, please visit <https://www.southplainscollege.edu/admission-aid/apply/schedulechanges.php>.

Also, if you go more than 7 days without logging into this course on Blackboard, you will be dropped from the course!

Your work for this class is expected to be your own. You cannot copy someone else's work, work with someone to complete the assignments, or turn in another person’s work. That is cheating. Anyone suspected of cheating will be turned over to the Dean for investigation and disciplinary action. Persons caught cheating will receive a grade of F for the course, as well as face academic suspension or expulsion.

Written assignments for the units are due no later than midnight on the due date. I do not answer e-mails on weekends, so you **MUST** work on your assignment ahead of time so you can contact me with any questions that you have. Be sure and allow plenty of time for your assignment to make it over the internet. Again, late assignments are not accepted.

The grade book part of the web site does not properly calculate your average only because it does not drop your lowest assessment grades. If you need to know your average with your lowest assessment grade dropped, please e-mail me and I will be happy to let you know your current status.

e-mail information

Our school server checks every e-mail for viruses. If it senses a virus threat, the-mail is stopped. Students who use Hotmail accounts have the most problem with this. This might happen to one of your e-mails without your realizing it. If I do not timely respond to your e-mail, this might be the case. On school days, I generally respond to e-mails the same day. On weekends and holidays, it will be the

following Monday. If you do not hear back from me, then you need to contact me by phone at my office.

Other items:

COVID-19: For information and resources about COVID-19, please visit <https://www.southplainscollege.edu/emergency/covid19-faq.php>.

For information regarding official South Plains College statements about diversity, disabilities, non-discrimination, Title V Pregnancy Accommodations, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>.

How the class is graded

Each chapter is worth 50 points toward your final grade. Your lowest two learnsmart grades and your lowest two quiz will be dropped. This means that you will have 10 chapters each worth 50 points toward your final grade, totaling 500 points. The blackboard gradebook does not drop low grades, so your total points on blackboard might be higher than the actual points you have for the class. You can always email me if you want to know your current average in the class!

Each written assignment is worth 100 points toward your final grade. You can NOT drop any written assignments.

So, you have a total of 800 possible points.

Grading Scale

Introduction

GRADING SCALE: Course grades will be assigned on the following scale based on the total points earned by the student:

Grade Total Points Earned

A 720 - 800 points

B 640 - 719 points

C 560 - 639 points

D 480 - 559 points

F 0 - 479 points

Remember to e-mail me that you have read, understand, and agree to the syllabus!

Available tutoring

SPC Tutors

Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, get to know the tutors, and view tutoring locations. <http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php> However, because local tutors are mainly current students, not all subjects have an available tutor.

***** COVID STATEMENT*****

If you are experiencing any of the following symptoms please do not attend class and either seek medical attention or get tested for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376.