

SYLLABUS

**BIO 115-HUMAN BIOLOGY FALL 2017
THREE RIVERS COMMUNITY COLLEGE
NORWICH, CONNECTICUT 06360**

**Monday and Wednesday lecture 3:00 to 4:15 P.M. D126
Friday lab 2:00 to 5:00 P.M. A 215**

TRCC INSTRUCTOR: JEAN E. SKIBA B.A in Biology; M.S. in Science; Certificate of Advanced Study in Science; Conn. State Certified Teacher and Clinical Data Manager
jskiba@trcc.commnet.edu Text/Cell Phone: 860-908-0169



Special Notice: If you have a visible or hidden disability which may require classroom, lab and/or test-taking modifications, please contact TRCC's disability service providers; Elizabeth Wilcox 860-215-9289 for learning disabilities and Matt Liscum 860-215-9265 for medical disabilities

PROPOSED ACADEMIC SCHEDULE

BIO 115 Human BIOLOGY

Tentative Schedule

FALL 2017

Jeannie Skiba

WEEK – DATE ***** LESSON(S)

1	8/30	Orientation/ Syllabus
	9/1	LAB: Laboratory Safety/Scientific Method
2	9/4	No Class
	9/6	The Chemical & Biological organization of life
2	9/8	LAB: Care and Use of the Microscope
		<i>Quiz 1 and 2 (on Previous Week's Lecture (PWL))</i>
3	9/11-9/13	Lecture: The Cell
3	9/15	LAB: Cell
		<i>Quiz 3 (on PWL)</i>
4	9/18-9/20	Lecture: Tissues and the organ systems / Skin
4	9/22	LAB: Tissues
		<i>Quiz 4 (PWL)</i>
5	9/25-9/27	Lecture: The Skeletal System
5	9/29	LAB: The Skeletal System
6	10/2-10/4	UNIT TEST 1 (MONDAY)
		Lecture: The Muscular system
6	10/6	LAB: Skin
7	10/9-10/11	<i>No Quiz</i>
		Lecture: Muscular system cont'd/ Neurons
7	10/13	Lab Practical (Labs 1-6)
8	10/16-10/18	<i>Quiz 5</i>
		Neurons cont'd ; Brain/Nervous system

8	10/20	LAB : Muscular System
9	10/23-10/25	Quiz 6
		Nervous and Endocrine Systems
9	10/27	LAB: Special Senses
10	10/30-11/1	Quiz 7 Cardiovascular and Lymphatic Systems
10	11/3	LAB: Cardiovascular System
11	11/6-11/8	UNIT TEST 2 (MONDAY) Blood
11	11/10	LAB: Blood
12	11/13-11/15	Blood; Respiratory System
12	11/17	LAB: Forensic
13	11/20	<i>Quiz 8</i> Respiratory System / Body Defenses
13	11/24	NO LAB: BLESSED THANKSGIVING TO YOU!!
<i>14</i>	<i>11/27-11/29</i>	<i>Quiz 9</i> Digestive System and Nutrition
14	12/1	LAB: Nutrition and Digestion
15	12/4-12/6	<i>Quiz 10</i> Urinary and Reproductive Systems
15	12/8	Lab: Urinary and Reproductive Systems
16	12/11	Human Development
	12/13	Unit 3 Test (WEDNESDAY)
	12/15	Lab Practical 2
17	12/18	FINAL EXAM

Happy Break! Healthy Holidays! Happy Graduation!

Course: Human Biology / BIO 115

Credits: 4 hrs. Credit (3 hours of lectures and 3 hours of lab each week)

Text: Biology of Humans; Concepts, Applications, and Issues, Judith Goodenough & Betty McGuire, 5th edition, Pearson/Benjamin Cummings, Publishers

Description of the Course

- A) Catalogue Description: This course is an introduction to the study of the structure and function of the human body. Laboratory procedures ***do not*** involve animal dissection. **Course Design:** to meet the lab science requirement for the General Studies or LAS programs of study. **This course does not meet the pre-admission requirement for the Nursing Program and does not meet the pre-requisite requirement for BIO 211 & 212 or BIO 235. Prerequisites:** Successful completion of ENG 100 with a C- grade or higher, or placement score indicating eligibility to take English 101.
- B) General Course Objectives:
- 1) To aid the student in developing an understanding of the life processes.
 - 2) To aid the student in developing and understanding of the normal structures and functions of the various systems of the human body.
 - 3) To provide a useful body of knowledge for students majoring in non-science programs.

Class Attendance Policy

Attending lecture and lab is mandatory. Leaving lecture early counts as an absence. Your presence, questions, comments are an integral part of the teaching and learning process. Any in class work assignments/activities are designed to further your understanding of the material and cannot be made up. Handouts from class are given once that week. In short, your participation counts and will help you to learn more and earn a better grade. College policy is that the instructor is under no obligation to “catch up” any student who habitually misses class or lab. One absence is acceptable as things happen, however, habitual absences after that will impact your learning and grade.

Methods of Evaluation for Lecture and Lab

There will be quizzes, three unit exams, in-class activities, and possible other written or oral assignments. All of these assignments including class participation/attendance count toward your final grade. For lab evaluation, there are 2 lab practicals and weekly lab reports, which are due at the end of each lab.

You are required to take **10 quizzes (which will average a test score), ALL 3 unit exams, 2 lab practicals and your final exam.**

Make-ups

Lab work and lab practical exams cannot be made up because there is set up of equipment which is only available week by week.

A missed unit test can be made up on the night of the final by special arrangement with the instructor. Missing more than one unit test is unacceptable. Please let me know if you have to miss an exam ahead of time.

Quizzes cannot be made up. If you miss a unit test, or a lab practical, you cannot pass the course.

Grade Determination:

Your final grade will be based on percentage of the following:

50% = average of 10 quizzes + 3 exams

20% = lab practicals

10% = lab reports

10% = final exam

10% = class assignments

Grade Scale:

100.00 - 93 = A

92 - 90.00 = A-

89.99 - 87.50 = B+

87.49 - 84.50 = B

84.49 - 79.50 = B-

79.49- 77.50 = C+

77.49- 73.50 = C

72.49 - 69.50 = C-

69.49- 63.50 = D+

63.49 - 59.50 = D

59.49 - 00.00 = F

Revisions to the Syllabus

The instructor reserves the right to change her mind and revise grade determination, the objectives, topical outline, assignments, or academic schedule contained in this syllabus. Any changes will be announced in advance in class.

Cell phones

Out of respect for your fellow classmates and instructor, please turn off your cell phones or keep them in silent mode.

No phone answering or calling, texting or tweeting please! According to editors of The Week magazine, the typical person checks his or her smartphone 150 times throughout the day. Think about what this does to one's ability to focus attention on any task at hand! Challenge yourself to observe good habits with your phone, and to make any changes to increase the amount of time you are paying attention and focusing on anything you're doing whether in class or in other areas of your life.

Academic and Classroom Misconduct:

The instructor has primary responsibility for control over classroom and/or laboratory behavior and maintenance of academic integrity, and can request the temporary removal or exclusion from the classroom or laboratory of any student engaged in conduct that violates the general rules and regulations of the institution or any student engaged in conduct deemed hazardous in the laboratory. Extended or permanent exclusion from lecture or laboratory activities or further disciplinary action can only be effected through appropriate procedures of the institution.

Plagiarism, cheating on quizzes or tests, or any form of academic dishonesty is strictly prohibited.

Students guilty of academic dishonesty directly or indirectly will receive a zero for the exercise or quiz or test and may receive an "F" grade for the course in addition to other possible disciplinary sanctions which may be imposed through the regular institutional procedures.

Procedure for Dropping the Course

*** College's Withdrawal Policy***

Any student who finds it necessary to discontinue this course **MUST** complete a withdrawal form in the Registrar's Office at the time of the withdrawal. If you can't withdraw in person you may call the Registrar's Office and provide them with the appropriate information.

Students may withdraw from the course anytime during the first 14 weeks of class, **without** written authorization from the instructor or their academic advisor. * Deadline is DECEMBER 11th.

Once you withdraw from class you are no longer eligible to continue attending class or take any remaining quizzes or test. Students who don't withdraw, and stop attending will be assigned an "F" grade in this course. Verbal withdrawals **CANNOT** be accepted.

BOARD OF REGENTS FOR HIGHER EDUCATION AND CONNECTICUT STATE COLLEGES AND UNIVERSITIES POLICY REGARDING SEXUAL MISCONDUCT REPORTING, SUPPORT SERVICES AND PROCESSES POLICY

Statement of Policy for Public Act No. 14-11: An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus:

"The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education free from acts of sexual misconduct, intimate partner violence and stalking. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence."

UNITED STATES DEPARTMENT OF EDUCATION AND OFFICE OF CIVIL RIGHTS TITLE IX STATEMENT OF POLICY:

"Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. If any part of a school district or college receives any Federal funds for any purpose, all of the operations of the district or college are covered by Title IX.

Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) at recipient institutions are protected by Title IX – regardless of their sex, sexual orientation, gender identity, part-or full-time status, disability, race, or national origin-in all aspects of a recipient's educational programs and activities."

If any student experiences sexual misconduct or harassment, and/or racial or ethnic discrimination on Three Rivers Community College Campus, or fears for their safety from a threat while on campus, please contact Edward A. Derr, the Diversity Officer and Title IX Coordinator:

Edward A. Derr
Title IX Coordinator and Diversity Officer
Admissions Welcome Center * Office A116
574 New London Turnpike, Norwich CT 06360
860.215.9255 * EDerr@trcc.commnet.edu