

Course: Human Biology / BIO 115

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

Text(s): Biology of Humans; Concepts, Applications, and Issues, Judith Goodenough & Betty McGuire, 3rd 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 & 211 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:

Attendance of all class activities in lecture and laboratory is required. Absences are counted from the first meeting of class. More than four consecutive or more than six accumulative absences could result in a student receiving a "F" grade in this course. An explanation of the cause of all absences should be given to your instructor.

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 a "F" grade for the course in addition to other possible disciplinary sanctions which maybe imposed through the regular institutional procedures. Any student that believes that he or she has been erroneously accused may appeal the case through the appropriate institutional procedures if their grade was affected.

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 not 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 *14th weeks of class, **without** written authorization from the instructor or their academic advisor. (* Deadline will be announced.)

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

Tests:

There will be nine or more scheduled quizzes, all quizzes are given during the first ten minutes of class. The lowest two quiz scores will be dropped.

Three-unit test, two labs tests and a comprehensive final exam may also be given. A ten minute oral presentation may also be required. Unit tests are scheduled in advance.

Grade Determination:

1/2 of the semester's average, 1/4 of the lab grade, 1/4 of the score on the comprehensive final exam will determine the final course grade.

EXAMPLE:

(Semester's Average)	1/2	(90)	=	45
(Lab Grade)	1/4	(92)	=	23
(Final Exam Score)	1/4	(96)	=	<u>24</u>
				92

The best seven quiz scores will be added together and divided by seven to determine the quiz average. The quiz average and the three unit tests scores will be added together and divided by four to determine the semester's average. The lab grade will be determined by averaging the two lab test scores plus points for laboratory reports. The comprehensive final exam consist of one hundred or more questions for a total possible 100 points.

Grade Scale: There will be NO grading on the normal distribution curve.

- 100.00 - 93.50 = A
- 93.49 - 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

Make-ups:

Any assignment missed can be obtained from the instructor. Lab work **cannot** be made up. Quizzes, scheduled or pop, cannot be made up for any reason. Unit tests can only be made up by special arrangement with the instructor. Makeup tests will be granted on an individual basis only following a conference with the instructor; where the reason(s) for missing the test must be determined mitigating circumstances beyond the control of the student such as, illness, death in the family, or change in condition of employment. All make-up tests will be scheduled by special arrangements. If two unit tests are missed during the semester and/or if the final exam is missed the student will receive a “F” grade if he or she is failing other parts of the course or an “I” if the student is passing all other parts of the course.

Revisions to the Syllabus:

Students are responsible for learning all of the objectives and all of the items in the course outline whether they are discussed in lecture and/or laboratory or not. The instructor reserves the right to revise the objectives, topical outline, or academic schedule contained in this syllabus without notice. However, if the revisions affect scheduled unit tests a 48-hour notice will be given for the new test date.

Cellular phones and/or beepers:

Cellular phones and beepers are only allowed in class or lab if they are turned off or in silent mode. Under no circumstances are phones to be answered in class. When there are extenuating circumstances that require that a student be available by phone or beeper, that student must speak to the instructor prior to class, so that together they can arrive at an agreement.