

## **SYLLABUS**

**BIO 115-HUMAN BIOLOGY FALL 2019  
THREE RIVERS COMMUNITY COLLEGE  
NORWICH, CONNECTICUT 06360**

**MONDAY AND WEDNESDAY lecture: 3:00 to 4:15 PM D 107  
FRIDAY lab: 2:00 to 5:00 PM A215**

Ms. Jeannie Skiba. BA in Biology, Master's degree and Certificate of Advanced Study in Science, Connecticut State certified teacher and Clinical data manager

Jskiba@trcc.commnet.edu

860-908-0169



### *Special Notice*

**If you have a visible or hidden disability which may require classroom, lab and/or test-taking modifications, please let me know and contact TRCC's disability service**

providers; Elizabeth Wilcox 860-215-9289 for learning disabilities and Matt Liscum 860-215-9265 for medical disabilities.

# ACADEMIC SCHEDULE

## BIO 115 Human BIOLOGY

Tentative schedule

---

WEEK – DATE	*****	LESSON(S)
*****		
1	8/28-8/30	Orientation/ Syllabus <b>LAB:</b> Laboratory Safety/Scientific Method
2	9/4-9/6	The Chemical & Biological organization of life – C 1, and C 2
2	9/6	<b>LAB: Care and Use of the Microscope</b>
		<i>Quiz 1 and 2 (on Previous Week's Lecture (PWL))</i>
3	9/9-9/13	Lecture: The Cell – C 3
3	9/13	<b>LAB: Cell</b>
		<i>Quiz 3 (on PWL)</i>
4	9/16-9/20	Lecture: Tissues and the organ systems / Skin –C 4
4	9/20	<b>LAB: Tissues</b>
		<i>Quiz 4 (PWL)</i>
5	9/23-9/27	Lecture: The Skeletal System – C 5
5	9/27	<b>LAB: The Skeletal System</b>
6	9/30 10/2	<b>UNIT TEST 1</b> Lecture: The Muscular system – C 6
6	10/4	<b>LAB: Skin</b>
7	10/7-10/11	<i>No Quiz</i> Lecture: Muscular system cont'd/ Neurons - C 7
7	10/11	<b>Lab Practical (Labs 1-6)</b>
8	10/14-10/18	<i>Quiz 5</i> Neurons cont'd-, Chapter7 Brain/Nervous system- C8, 8A

---

8	10/18	<b>LAB : Muscular System</b>
9	10/21-10/25	<b>Quiz 6</b> Lecture: Nervous System cont'd C8, 8A Endocrine System - C 10
9	10/25.	<b>LAB: Special senses</b>
10	10/28-11/1	<b>Quiz 7 (PWL)</b> Lecture: Cardiovascular and Lymphatic System C 12, 12A
10	11/1	<b>LAB: Cardiovascular System</b>
11	11/4-11/8	<b>UNIT TEST 2</b> Lecture: Blood C11
11	11/8.	<b>LAB: Forensic</b>
12	11/11-11/15	<b>Quiz 8</b> Lecture: Blood cont'd, Respiratory System C14/ Body Defenses C13
12	11/15	<b>LAB: Respiratory System</b>
13	11/18-11/22	<b>Quiz 9</b> Lecture: Digestion/Nutrition cont'd/The Urinary System
13.	11/22.	LAB: Nutrition
14.	11/25-11/27	Quiz 10 Nutrition cont'd
<b>HAPPY THANKSGIVING TO YOU!!!!</b>		
15	12/2-12/6	<b>No Quiz</b> Lecture: Reproductive System C17 /Human Development C 18
15	12/6	<b>Lab Practical 2</b>
16	12/9	<b>Unit 3 Test No Lecture</b>
16	12/11	<b>FINAL EXAM</b>

**Happy Holidays Happy Break 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,  
5<sup>th</sup> 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 by the next lab period.

You are required to take **10 quizzes, ALL unit exams, and both of 2 lab practicals** and the 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 two unit tests, two lab practicals, 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**

**30% = lab practicals**

**10% = lab reports**

**10% = class assignments/homework/presentations/participation**

### **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 your 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 regulations of the institution or any student engaged in conduct deemed hazardous in the laboratory.

### Academic Integrity

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, quiz or test and may receive a “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 must withdraw by November 5th. Verbal withdraws **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 the Diversity Officer and Title IX Coordinator.