



The mission of Concord University is to provide quality, liberal arts based education, to foster scholarly and creative activities and to serve the regional community (<http://www.concord.edu/academics/>).

## **Part 1:**

**Instructor Information:** Paul Thomas (Tom) Davis, Adjunct Professor of Biology

**Office :** S:205, **Office Phone:** 304-384-5134, **Home Phone:** 304-384-3298

**E-mail Address:** [tdavis@concord.edu](mailto:tdavis@concord.edu)

**Office Hours:** 2:00 pm to 3:30 pm, Tuesday and Thursday

**Course Title:** General Biology 101

**Course CRN # and Section, Credit Hours:** CRN 20001, Section 1, 4 credit hours

**Biology 101 Lab -- 8:00 am:** CRN 20002, Section 1A

**Biology 101 Lab -- 10:00 am:** CRN 20003, Section 1B

**Semester Taught (including year):** Spring 2019

**Room Number (if applicable):** Lecture, S-300 Lab, S-203

**Course Time (if applicable):** Lecture Tuesday and Thursday, 12:30 pm to 1:45 pm

**Lab:** Thursday 8:00 am and 10:00 am

**Course Management System:** Lecture: Overhead projector, chalkboard, and models.

**Lab:** Overhead projector, chalkboard, and models.

**Hardware/Software Needed:** None

**Prerequisites:** None

**Text requirements:** Biology, Tenth Edition, by Raven, Johnson, Mason, Losos, and Singer

**Concord University General Biology II Lab Manual**

## **Part 2:**

**Course Description:**

**Introduction to scientific methodology and critical thinking in science; cellular structure, function, and metabolic pathways; plant anatomy and physiology, human anatomy and physiology. Biology majors must complete with a C or better for program progression.**

**Concord University Educational Goal(s):**

**Skills:** An ability to analyze, synthesize, and integrate elements, information, and ideas. Also, an ability to appropriate observational, logical, analytical, computational, creative, and critical thinking skills within and across academic disciplines; and to apply these skills in problem solving.

**Knowledge:** An awareness of the fundamental characteristics and properties of the physical universe. A recognition of the complex interactions between organisms, including human beings, and these environments.

**National Standards:** None

**Course Objectives:**

**Describe the attributes of living organisms and non-living matter.**

**Apply the scientific method to answer questions.**

**Explain the importance of chemistry to the functioning of life.**

**Identify the parts of eukaryotic, prokaryotic and bacteria cells.**

**Discuss the steps of aerobic and anaerobic cell metabolism.**

**Identify the anatomical structures of plants.**

**Explain physiology of plants.**

**Identify the anatomical structures of animals with an emphasis on humans.**

**Explain the physiology of animals with an emphasis on humans.**

**Course Requirements: None**

**Electronic Devices:** Cell phones and all other electronic communication devices will be silenced during lecture sessions and instructor laboratory sessions. All devices will be turned off and put away during any type of exam. Computers may be used for taking notes during lectures. Phones and cameras are permitted and recommended to take photos of laboratory slides and models during laboratory exercises .

**Grading Policy and Scale, Make-up Policy, Late Work:**

There will be three 100 point exams, one of these being the final exam. Five quizzes will be given, with the lowest quiz score dropped. Each quiz is worth 25 points. We will also have three 50-point lab exams.

The final grade for the course will be determined by totaling the points assigned for all exams. If, at the end of the term, a student's grade is borderline, attendance and class participation will affect the final grade, at my discretion.

<u>Grading</u>	<u>Points</u>	<u>Scale</u>	
3 exams (100 x 3) =	300	491 - 550 pts. = A	325 – 380 = D
3 lab exams (50 x 3) =	150	436 - 436 pts. = B	0 – 324 = F
4 quizzes (25 x 4) =	100	381 – 435 pts. = C	
	= 550 total pts.		

Exams of any type will require a make-up, if they are missed. Arrangements for make-ups are to be initiated by the student within 24 hours of the exam. Unless the reason for missing the exam is catastrophic, the grade for missing the exam will be zero. I will always let the class know well in advance when an exam will be occurring. It is the student's responsibility to be present for any exam.

### **Course Timeline (Schedule of Assignments/Assessments/Presentation)**

<u>Lecture</u>	<u>Lab</u>
Jan. 15 Introduction to Biology/Chemistry	#1 Jan. 24 The Microscope
Jan. 17 Chemistry	#2 Jan. 31 Chemistry of Life
Jan. 22 Biochemistry	#3 Feb 7 Cellular Organization
Jan. 24 Biochemistry	Feb. 14 LAB EXAM #1
Jan. 29 Biochemistry & Cell Structure & Function	#4 Feb. 21 Leaves
Jan. 31 Cell Structure and Function	#5 Feb. 28 Roots and Stems
QUIZ 1 – Introduction and Chemistry	#6 Mar.7 Flowers, Fruits, and Seeds
Feb 7. Plant Tissues	Mar. 21 LAB EXAM #2
Feb. 12 Plant Tissues and Organs	#7 Mar. 28 Integumentary and Digestive Systems
Feb 14 Animal Tissues	
Feb. 19 Animal Tissues --- QUIZ 2 – Cell Structure and Function, Plant Tissues & Organs	#8 Apr. 4 Respiratory, Circulatory and Urinary Systems
Feb. 21 Introduction to Metabolism	#9 Apr. 11 Skeletal, Muscular, and Reproductive Systems
Feb. 26 Photosynthesis	
Feb. 28 EXAM #1 – Introduction, Biochemistry, Cell Structure & Function, Plant Tissues & Organs, Animal Tissues	#10 Apr. 18 The Nervous System Apr. 25 LAB EXAM #3

- Mar. 5    Photosynthesis/ Aerobic Respiration
- Mar. 7    Aerobic Respiration
- Mar. 19   Introduction to Human Anatomy/ Body Cavities, Fluids, and Membranes
- Mar. 21   Integumentary System/ QUIZ #3 --- Metabolism
- Mar. 26   Digestive System
- Mar. 28   Digestive System/ Circulatory System
- Apr. 2    Circulatory System
- Apr. 4    Respiratory System
- Apr. 9    Urinary System
- QUIZ #4 – Body Membranes & Cavities, Integumentary System, Digestive & Circulatory System
- Apr. 11   Urinary System/ Reproductive System
- Apr. 16   Reproductive System
- Apr. 18   EXAM #2 – Metabolism, Body Membranes and Cavities, Integumentary System, Digestive System, Circulatory System, and Respiratory System
- Apr. 23   Reproductive System/ Nervous System
- Apr. 25   Nervous System
- Apr. 30   Nervous System/ Endocrine System
- May 2    Endocrine System
- May 9    FINAL EXAM, 11:30 a.m.
- Urinary System, Reproductive System, Nervous System, Endocrine System

### **Part 3:**

#### **Accessibility/Accommodations:**

Concord University is committed to responding to the needs of students with disabilities as defined by the Americans with Disabilities Act. Please inform your instructor at the beginning of the class semester if you have a disability and are requesting accommodations. It is your responsibility to self-disclose that you are requesting accommodations. The University and instructor will provide you with a reasonable accommodation. You should register with CU's Disability Services Office, located in the Athens campus Jerry and Jean Beasley Student Center, Bottom Floor, across from the Campus Post Office. The Disability Services Office phone is 304-384-6086 or you can email the Director, Nancy Ellison, at [nellsion@concord.edu](mailto:nellsion@concord.edu) for assistance.

## **Academic Dishonesty**

Academic dishonesty is morally unacceptable as well as destructive to the learning and teaching atmosphere. Academic dishonesty includes the giving or receiving of improper help on examinations or assignments, falsifying documents, and plagiarism (the act of stealing and using, as one's own, the ideas or the expression of the ideas of another). Such dishonesty can lead to a variety of penalties — including but not limited to failure of assignment, failure of course, loss of institutional privileges, or dismissal from the University. (See University Catalog Academic Policies and Procedures.)

## **Concord University Honor Code**

A Concord University Honor Code was approved by students, staff, faculty, administration, and the CU Board of Governors. The Code states:

*"As a member of the Concord University Community I will act with honesty and integrity in accordance with our fundamental principles and I will respect myself and others while challenging them to do the same."*

The Honor Code is intended to unite the Concord community behind a culture of honesty, integrity, and civility.

## **Class/Online Attendance Policy**

Regular class attendance is part of a student's academic obligation at Concord. Irregular attendance may affect academic performance adversely and is detrimental to the atmosphere of a class. (See University Catalog Academic Policies and Procedures.) Attendance for both lecture and lab is always highly recommended. This fall term, I will award 20 points for perfect attendance in all sessions of lecture and lab, 10 points for one absence, and 5 points for 2 absences. Three or more absences for ANY reason will result in no attendance points. A CONFLICTING OFFICIAL university function does not count as an absence. Once the class roll has been taken, and my grade book is closed, late arrivals are logged as absent.

## **Emergency Alert System**

In an effort to increase safety and security on our campus, Concord University encourages everyone to register for instant text message alerts. Alerts will only be used for security and safety notices. All students, faculty, and staff are eligible to receive text message alerts on their cell phones or email alerts. Please contact the IT Help Desk for further assistance (304-384-5291).

## **Emergency Information**

Emergency/courtesy telephones are located at the main entrance of each residence hall and at various other locations on campus. Emergency telephones can be identified by the flashing blue light and will provide the user with a direct link to Public Safety at the press of a button. To report an on-campus emergency, call 304-384-5357 or 911. The Office of Public Safety is located on the bottom floor of the Rahall Technology Center. For further emergency information go to: <http://www.concord.edu/administration/office-public-safety>.

## **Inclement Weather Policy**

As a general policy, the University will remain in normal operations during adverse weather conditions. In the event of severe weather conditions, the following may occur:

### University Closure

No students or employees are to report.

### Classes Cancelled

Students do NOT report BUT employees are expected to report to work at their normal time.

### Operating on an Inclement Weather Delay

Under this schedule, all 8 a.m. classes will start at 10 a.m. Students and faculty will follow the Inclement Weather Schedule. (See <http://www.concord.edu/emergency-alerts> for Athens/Beckley Inclement Weather Schedules.)

*\*Announcements invoking the late schedule or other options referenced above are aired on area radio and television stations and are sent as text and email messages to those enrolled for this service.*

*Lecture: 1:15 pm to 2:15 pm; 8 am Lab: 10 am to 11:25 am; 10 am Lab: 11:30 am to 12:55 pm*

## **Student Conduct**

In classrooms, online, laboratories, and during any activities that are part of course requirements, students are expected to observe reasonable rules of conduct.

## **Sexual Harassment and Assault**

Federal law, Title IX, and Concord University policy prohibits discrimination, harassment, and violence based on sex and gender (including sexual harassment, sexual assault, domestic/dating violence, stalking, sexual exploitation, and retaliation). If you or someone you know has been harassed or assaulted, you can receive confidential counseling support through the Concord University Counseling Center (304-384-5290). Alleged violations can be reported non-confidentially to the Concord University Title IX Coordinator at 304-384-6327 or [titleix@concord.edu](mailto:titleix@concord.edu). Reports to Campus Security can be made at (303-384-5357). As an employee at Concord University, I am a mandatory reporter, which means I must report any sexual misconduct I am made aware of. This includes verbal or written (such as in an assignment) disclosures of sexual harassment or sexual assault.

## **Technology Services**

Contact the CU Help Desk at extension 5291 from campus or 304-384-5291 off campus. You may also e-mail [cuhelpdesk@concord.edu](mailto:cuhelpdesk@concord.edu).

## **Syllabus Disclaimer**

**"This syllabus is subject to change based on the needs of the class. Please check it regularly."**

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