



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/>).

Course Prefix, Number and Title: General Biology I (Biology 101)

General Biology 1 Lab (Biology 101L)

Course CRN # and Section: Lecture 20031 Section 1CH; Lab 20032 Section 1 CH and 20736 Section 2 CH

Semester Taught: Spring 2019

Professor: L. K. Darlington

Credit Hours: 4

Office Location: Concord Beckley
Office W31

Prerequisites: None

Office Hours: 6:00—6:45 T/R or by
appointment

Course Time: Lecture Tuesday 1900-2130

Email: lkdarlington@concord.edu

Lab Thursday 1700-1850 or 1900--2050

Building and Room Number: Lecture TBA; Lab 15

Phone: 304-384-5614 (Beckley Office)

Office Fax: 304-256-0270

College/Department Website: N/A

Course Description/Rationale: : 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.

Course Management System: Moodle

Hardware/Software Needed: Access to internet and printer

Lecture Text requirements: : Peter Raven, George Johnson, Kenneth Mason, Jonathan Losos and Susan Singer. Biology. 10th ed. McGraw Hill Publishing Co. 2014. ISBN 978-0-07-338307-1.

Laboratory Manual Requirements: 1) Chambers, Creer, Ford, McKinley and Wise. Photocopied Biology 101 Lab Manual on sale only in bookstore.

2) Perry, James W and David Morton. Photo Atlas for Biology.
Wadsworth Publishing Co., 1996.

Concord University Educational Goals: In this course we will be addressing the following goals in full or part:

Skills #4: An ability to analyze, synthesize, and integrate elements, information and ideas.

Knowledge #2: An awareness of the fundamental characteristics and properties of the physical universe.

Knowledge #5: A recognition of the complex interactions between organisms, including human beings, and their environments.

National Standards: Not applicable

Specific Learning Outcomes: students should be able to:

- 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 aerobic and anaerobic cell metabolism.
- Identify the anatomical structures of plants.
- Explain the 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:

This course has two components: Lecture and Laboratory.

- I. **Lecture:** The lecture component constitutes 75% of the final grade for the course. (app.750 points)

The student is expected to read the material to be covered before class. On occasion, internet videos may also be assigned before class discussion. The publisher also has a site which has short videos and sample quiz and test questions that may be useful.

Exams: There will be four (4) lecture exams worth 100 points and a comprehensive final worth 150 points. Many of the lecture exam questions will be multiple choice questions. However, other question types including essays, labelling, fill in the blank and charts may be utilized. You will have 75--90 minutes in which to take the exam, depending upon the number of questions involved. After a short break we will reconvene and go over the test.

The four lecture exams will cover material covered since the previous test. The final will be 2/3 old material and 1/3 new. (550 points total for exams)

Quizzes: Approximately eight fifteen-point quizzes will be given on Moodle and will be on material covered in class. Quizzes will open on Tuesday night at midnight and will close the following Monday night at midnight. Notes and power points can be used. No cell phones, computer or other electronic devices can be used. Collaboration is not permitted. (120 points; pro-rated in necessary)

Enrichments Assignments: These may include worksheets, video summaries and other activities as the instructor deems necessary. They will vary in value depending upon difficulty/length. Together they will worth a total of 50 points (pro-rated if necessary).

Participation/Attendance: Your success in this course will depend heavily on your attendance. Please be in attendance and on time. Excessive absences can result in instructor withdrawal from course. Each

lecture session will count as two points for participation—not just being present—total 30 points. Leaving early is strongly discouraged. Roll will be taken. Perfect attendance will be rewarded with a 10-point bonus; one absence, 5-points.

Disclaimer: These assignments and point values are subject to change if the needs of the class change.

II. Laboratory: Laboratory grades count as 25% of the final grade for the course. (app. 250 points total)

The student is expected to read the assigned lab before class and complete the assigned pre-lab questions. Students are expected to follow laboratory safety rules and to dress according to laboratory dress code. Violation of lab rules will result in expulsion from lab and loss of credit for the lab period and any assignments, including practicals.

- No food or drink is permitted in the lab. (This includes water!)
- Closed toed and heeled shoes are required.
- Sleeved shirts are required.
- Legs must be covered above the knees.

Pre-Lab: Five points per assignment or a total of 50 points. Answer in complete sentences. Text book and lab manuals can be used. Due at beginning of lab session. See lab schedule for questions and page numbers (if applicable). **If you miss a lab, you are still responsible for the pre-labs and the work done in class. Pre-labs are due at the next class session—be it lecture or lab.**

Participation/Attendance: Your success will heavily depend upon your presence in lab. Please be on time. Roll will be taken. Two points per lab will be awarded for participation—not just attendance--20 points possible. Perfect attendance will be rewarded with a 10-point bonus; one absence (if work is made up)--5. Labs can be made-up for credit, by appointment.

Lab Practicals: There will be three lab practicals during the semester—50 points each—150 points total. Each practical will cover new material in lab since the last exam. The number of questions per practical may vary from 50 to 100, but the total score possible will be 50 points. As a rule, these exams will be short answer, identification, labelling. For example, you may be given a cell to label and/or give functions of labeled parts. Or you may be asked to explain ways diabetes can affect the human body. You may or may not receive a work bank. **DO NOT** count on one!

Lab Notebook: The instructor will periodically check your lab notebook for random questions, drawings, and/or charts completed in/out of class and/or instructor may take up notebooks on the night of the last practical. 40 points total for the semester. Notebooks will be returned.

Disclaimer: These assignments and point values are subject to change if the needs of the class change.

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

--Grading Policy and Scale:

The scale to be used is a 10 point percentage scale:

- 100—90% A 1000—900 points
- 89—80% B 899—800 points

- 79—70% C 799—700 points
- 69—60% D 699—600 points
- 59 % and Below F 599 points and below

At the end of the term, if a student is borderline, the instructor reserves the right to take into consideration the student's attendance, class participation and overall improvement in determining the final grade.

I do not curve lecture or laboratory exams/practicals. I may adjust an exam score if I determine that one or more questions were not presented in a clear or fair manner. In this case, I will adjust everyone's score accordingly.

--Make-up Policy, Late Work

A documented excuse must be provided to make-up an exam/practical. It is the student's responsibility to contact the instructor **within 48 hours** to make arrangements for make-up work, not a week later or not at the end of the semester. (E-mail me!) Exams must be made-up **as soon as possible (7-10 week days/ not class meetings)** after the original test date. Make-up exams may be in a different format and/or have different questions from the original exam.

Late work will result in a grade of 10% grade reduction if handed in the same week in which it was due; or 20% if turned in following week. Late work will not be accepted beyond that point. If submitting work electronically, please do so in a Word format and make sure it has been received.

Course Timeline –on following pages

Course Timeline (Schedule of Assignments/Assessments/Presentations)

Biology 101 Lecture

Date	Chapters	Topic(s)	Additional Assignments
Jan. 15	1,2	The Science of Biology; The Nature of Molecules and The Properties of Water	Quiz C1
22	2,3	Nature of Molecules, continued; The Chemical Building Blocks of Life	Quiz C 2,3
29	4, 5.1-5.4	Cell Structure/ Membranes	Quiz 4-5.4
Feb. 5		Exam C1-5.4	
12	5.4-6	Membrane Transport; Energy & Metabolism	Quiz C 5.4-6
19	7	How Cells Harvest Energy	Quiz C 7
26	8	Photosynthesis	Quiz C 8
March 5		Exam 5.4-8 Mid-term grades due 3/6	Exam 3—Take Home Assignment
March 12		Spring Break—No Class	
19	36-41	Introduction to Plants	
26	42, 47	The Animal Body; The Digestive System	Quiz C 42, 47—as directed
April 2	48-50	Respiratory, Circulatory, and Urinary Systems	Quiz C 48-50—as directed
9	46, 51	Musculoskeletal and Immune Systems	Quiz C 46, 51—as directed *Take Home Due
16	52, 53	Reproduction/Development	Quiz 52, 53
23		Exam C 46, 48-53	
30	43, 44	Nervous System/ Senses	
May 7		Finals Week/Comprehensive Final	

Disclaimer : Schedule subject to change as need arises!

Course Timeline (Schedule of Assignments/Assessments/Presentations)

Biology 101 Lab/Corrected

Date	Lab	Topic(s)	Pre-Lab Assignment Due
Jan. 17		Dress Code/ Safety	None
24	I	The Care and Use of the Microscope	Handout
31	II	The Chemistry of Life	Handout
Feb. 7	III	Cellular Organization	Handout
14		Practical Labs I --III	None
21	IV	Leaves	Handout
28	V	Roots and Stems	Handout
March 7	VI	Flowers, Fruits, Seeds	Handout
14		Spring Break—no class	None
21		Practical –Labs IV--VI	None
28	VII	Integumentary and Digestive Systems	Handout
April 4	VIII	Respiratory, Urinary, Circulatory Systems	Handout
11	IX	Skeletal, Muscular, Reproductive Systems	Handout
18	X	Nervous System	Handout
May 2		Practical—Labs VII—X Notebooks Due	None
May 9		Finals week—no lab unless cancellations	

Disclaimer: Schedule is subject to change as needs.

Handout will be given out the lab before due. Make sure to get yours before you leave or if absent.

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 nellison@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.)

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.*

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 & 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. Reports to Campus Security can be made at (304-384-5357). 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.

Syllabus Disclaimer

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

Miscellaneous:

---Use of Electronic Devices in the Classroom & Laboratory

Cell phones and pagers are to be turned off during class. Texting not permitted. Use of a tape recorder is permissible. Computers, tablets may be used to take notes (no gaming, IM, surfing, etc). No electronic devices may be used during quizzes or exams.

Cell phones may be used during lab to take photos to study for practicals.

--Sources of help:

http://higher.mheducation.com/sites/0073383074/information_center_view0/index.html

Glossary of Terms

Related Research/Professional Organizations

**--It is your responsible to find out what you have missed, if you miss a class or lab, within a week.
Most, but not all, assignments are in this syllabus**

--Instructions for Moodle:

Go to concord.edu

Under Every Day Access click on Moodle

If you cannot login, email me at lkdarlington.edu, and we will get you added.

Online quizzes will open Tuesday at midnight and close the following Monday at 11:59 P.M. Be sure to submit!

--Moodle Privacy Policy:

<https://moodle.org/admin/tool/policy/view.php?policyid=1>