



Introductory Biology – BIOL 1309 ONLINE

Course Syllabus: Fall 2017

Instructor: Robert Fenton

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"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online anytime

The information contained in this syllabus is subject to change without notice.

Students are expected to be aware of any additional course policies presented by the instructor during the course.

Course Description: Three Credit Hours. Three Credit Hours. A survey of biological principles with an emphasis on humans, including evolution, ecology, plant and animal diversity, and physiology.

Required Textbook:

Essentials of Biology **Text with Connect Plus**, Mader, 4th Edition, McGraw-Hill, ISBN 9781259659065

-OR-

Essentials of Biology Ebook/Connect Plus Only, Mader, 4th Edition, ISBN 9780077681852 (this choice does not include a paper textbook but only an electronic version)

Student Learning Outcomes: Upon successful completion of this course, students will:

1. Describe the evolutionary history of microbial life and plants.
2. Describe the structure, function, and reproduction of microbial life.
3. Describe the structure, function, and reproduction of nonvascular, seedless vascular, and seed plants.
4. Know the function of plant organs, cells, and tissues.
5. Describe the organization of plant roots, stems, and leaves.
6. Describe the characteristics of animals.
7. Describe the anatomy, structure, function and reproduction of invertebrates and vertebrates.
8. Know the function of human types of tissues, body cavities, and membranes.
9. Describe the structure and function of the human cardiovascular, lymphatic, immune, digestive, respiratory, urinary, nervous, and muscular systems.
10. Describe the human senses.

Lectures & Discussions: This course covers chapters 17 through 32 in the textbook, Essentials of Biology. The following is a general time frame for each Unit and Chapter.

Sep 15: Exam Unit I: Ch. 17-19

Sep 29: Exam Unit II: Ch. 20 &

Oct 20: Exam Unit III: Ch. 22-24

Nov 10: Exam Unit IV: Ch. 27-29

Dec 7: Exam Unit V: Ch. 30-32

Dec 13: Final Exam Ends

Evaluation/Grading Policy:

Connect Homework = 35%

Unit Exams = 40%

Final Exam = 25%

Grading Scale

A = 100 – 90%

B = 89 – 80%

C = 79 – 70%

D = 69 – 60%

F = <59%

Exams:

All exams include both objective (multiple choice, true-false, matching) and subjective questions over notes and text material and any additional outside reading that may be assigned. All unit exams are online thru Respondus Lockdown Browser Webcam and timed. The Final must be proctored at the NTCC Testing Center or instructor approved Higher Education testing center. See Evaluation for other information.

Make up tests WILL NOT be given under any circumstances.

Other Course Requirements:

ENTRANCE REQUIREMENTS:

- Students new to online learning must complete the online Orientation during the first week of class.
- It is your responsibility to obtain a username and password to enter Blackboard, to enter the classroom the first week of class, to read the directions on the homepage, and to successfully navigate through the course. If you have taken an internet course in the past but still feel unsure of your Blackboard skills, then please take the orientation mentioned above.

COMPUTER SKILLS:

Students taking my internet class are required to have basic computer skills, an up to date working computer with internet access, and either Microsoft WORD (.doc) or EXCEL (.xls) software. Students who do not have access to WORD or EXCEL can save documents in RICH TEXT FORMAT (.rtf). Inadequate computer skills or a malfunctioning computer system is not adequate reason for me to accept late homework assignments, homework assignments in the wrong format, missed chats, or bulletin board postings.

TECHNICAL REQUIREMENTS:

The course content is loaded on software called Blackboard which requires Java capability. The student must have a Java-compatible Internet browser such as Google Chrome, Firefox, or Microsoft Internet Explorer 5.0. Firefox is preferred. To get your computer "class ready," go to the following website. <http://ntcc.blackboard.com>

For assignments that will be posted, it is preferable to have the most recent versions of your browser, so please download this browser prior to the beginning of class (this is free, but time consuming, so plan ahead).

Student Responsibilities/Expectations:

ATTENDANCE POLICY:

- Blackboard allows your instructor to monitor your participation in this course on a daily basis. While there is flexibility in the schedule, this is NOT an independent study course. Access to course materials follows the same time schedule as a traditional classroom, and students are expected to complete assignments by a specified dates as indicated in the course calendar. NO LATE WORK will be accepted!

- In case of server problems, contact me via voicemail, email or alternate email. My email address must never be abused. They are for instructional purposes only. DO NOT put me on your distribution lists!!!

In case of server problems, contact me via voicemail, email or alternate email. This course covers a lot of material and moves rapidly, so do not fall behind.

At the first sign of trouble you should seek help immediately. I am happy to help you with any of your biology coursework. However, if you wait too long to seek help, there is a point where there is nothing I can do to help you.

Tuesday, Nov. 21 is the last day to withdraw from the course with a grade of "W". If you stop participating in class and fail to officially withdraw, expect to earn a grade of "F" in the course.

NTCC Academic Honesty Statement:

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

Academic Ethics:

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to arrange an appointment with a college advisor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent

of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

SYLLABUS MAY BE MODIFIED AT ANY TIME