

CHAMINADE UNIVERSITY
ONLINE LEARNING
BIO 101
General Biology (non-major)

COURSE SYLLABUS
Spring Evening Term 2014

Chaminade University Mission Statement – Biology

The mission of the biological sciences programs at Chaminade University of Honolulu includes a recognition of its Catholic/Marianist tradition and addresses the five principles that make Chaminade unique in its curriculum. Those principles are providing a quality of education; educating for formation in faith; in maintaining family spirit; working towards service, peace, and justice; and preparing students for adaptation and change. The biology curriculum has successfully offered a broad based, quality education for years. This has resulted in our graduates successfully applying to graduate and professional schools, as well as employment in a community. Faith is involved in many educational pursuits and biology works unceasingly towards improving the human condition and society in which we live. The laboratory environment of the program encourages and fosters a family spirit amongst biology students and faculty. Additionally, many students and faculty offer their talents and skills in community service projects and voluntary experiences at health or scientific institutions. Finally, the very nature of science, including the cornerstone of the scientific method encompasses adaptation and change, fundamental components of a scientific and biological education.

INSTRUCTOR INFORMATION:

Dr. Elena P. Gold
Office: khs.drgold@gmail.com
elena.gold@adjunct.chaminade.edu

INSTRUCTOR EDUCATION:

BS Biology
PhD Marine Biology

Students: Please include course section and your name in any emails sent to the instructor.

NOTE: For course syllabus posted prior to the beginning of the term, the instructor reserves the right to make changes prior to or during the term. The instructor will notify students, via e-mail or ecollege announcement, when changes are made in the requirements and/or grading of the course.

OFFICE HOURS:

****Always available via e-mail**** Note: emergency emails may be sent to office gmail which is synced directly to my cell phone.

Office hours: You can contact me 24/7 via email. If I am unavailable I will answer you asap.

I will make every attempt to respond to student messages within 24 to 48 hours (I am transitioning from Hawaii to the east coast during the semester, if anything arises where I am unavailable in this timeframe I will notify students.)

COREQUISITES:

PLEASE NOTE!!!!

Biology Lab. Students must register for both the lecture (BI 101) and lab (BI L101) concurrently (Please note: If a student has previously passed the lecture or lab, then a student may be allowed to register for only the lecture or lab). If a student drops the lecture (BI 101), then the student MUST also drop the lab (BI L101).

Lab is a separate course and has separate requirements. It is your responsibility to follow all of the guidelines for the lab as posted in the lab portion of the class. Please make sure that you read the lab syllabus and follow all of the directions.

ENTRANCE COMPETENCIES:

The student must possess the knowledge and skills of a high school graduate and the capability to perform on a college level.

To assess student outcomes, students in the non-majors science courses will be given a pre-test at the beginning of the term, and post-test at the end of the term.

STUDENT EXPECTATION STATEMENT:

This is not a correspondence course. You are required to perform your work following the schedule provided by the instructor. Students will be given weekly assignments or exams to minimize the chance of students falling behind.

1. There will be weekly assignments (writing assignments, discussion boards, quizzes, exams) in this course. Therefore students must log-in at least twice per week to stay caught up in the course.
2. Students must view/read Powerpoint Presentations for course information and to obtain or supplement information for their assignments. These presentations directly supplement your text material. The presentations may also provide additional information, links to other sites, and material for discussion.
3. All exams and assignments will be due on time as posted (very few exceptions will be granted when arrangements are made with the professor). The exams and assignments are posted several days before the due date. Do not wait until the last second, and risk missing the deadline (computers always seem to crash 5 minutes before the deadline).

CATALOG DESCRIPTION:

BIO 101 is an overview of biology that includes scientific methods, biological chemistry, cell biology, biological energy transformations, physiology, genetics, gene expression and regulation, population genetics, and ecology.

Collected Program Learning Outcomes – Biology

Upon completion of the B.A. or B.S. Degree program in the Biological Sciences, the student will demonstrate an understanding of the following:

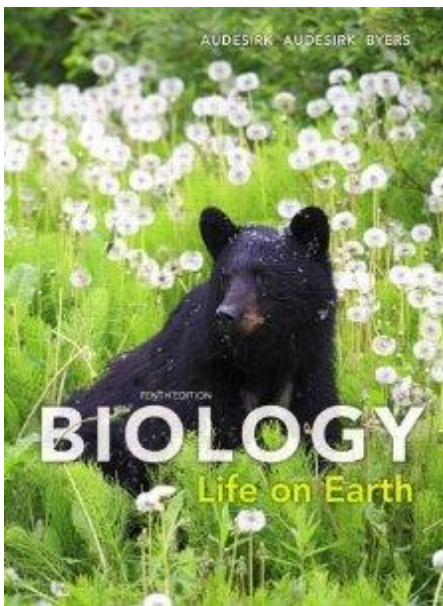
1. The scientific method and its application in the Biological Sciences
2. Living organisms and their relationship to each other and the environment
3. Theoretical and practical experiences in Biology
4. Opportunities available in the Biology Discipline

MORE SPECIFIC STUDENT OBJECTIVES:

BIO 101 offers students the following opportunities:

- (1) to gain basic knowledge of facts and concepts in biological science;
- (2) to understand the ultrastructure, cellular processes, chemistry, and anatomy and physiology of biological systems;
- (3) to comprehend molecular and Mendelian genetics and their applications in the allied health professions;
- (4) to practice the scientific method of investigation;
- (5) to realize the impact of humans in shaping the world environment;
- (6) to gain insight into the complexity of life from the molecular level to the ecological level;
- (7) to become more aware of the need to conserve natural resources.

TEXTBOOK(S) AND/OR OTHER MATERIALS NEEDED:



Biology: Life on Earth with Physiology and MasteringBiology, 10th/E (ISBN-10: **0-321-79403-6**)

Gerald Audesirk, *University of Colorado, Denver*

Teresa Audesirk, *University of Colorado, Denver*

Bruce E. Byers, *University of Massachusetts, Amherst*

The textbook is available in the bookstore.

or you can order it online (you can check amazon, textbook.com, etc. for copies)

Students should have their text the first week of class. Not having your book will not be an acceptable excuse for late work.

RESEARCH COMPONENT:

Discussion board assignments and homework may require brief internet research.

DISTANCE LEARNING COURSES AT CHAMINADE UNIVERSITY:

In every Distance Learning course, students should read all information presented in the course site and should periodically check for updates—at least every 48 hours.

All Students

- **All students are responsible for ensuring that the correct email address is listed by the beginning of Week #1.** Email is the only way the instructor can, at least initially, communicate with you. It is your responsibility to make sure a valid email address is provided. Failure on your part to do so can result in your missing important information that could affect your grade.

Students are responsible for the information that is sent to their CHAMINADE account.

COURSE REQUIREMENTS:

- Upon Enrollment: **check ecollege and email address!!**
- Writing assignments/discussion boards
- Homework (prequizzes, quizzes)
- Exams

STUDENT/FACULTY INTERACTION:

- Interaction will take place via E-Mail, Telephone (if needed).
- The student will participate in this course by following the guidelines of this syllabus and any additional information provided by the instructor, or Chaminade University
- The student is expected to remain in regular contact with the instructor and class via email or other communications means, by participating in the discussion forums, submitting assignments and taking exams, all in a timely fashion.
- As instructor, I will communicate on the Announcement page and/ or via e-mail.

MAKE-UP WORK POLICY:

Missing any part of this schedule may prevent completion of the course. If you foresee difficulty of any type (i.e., an illness, employment change, etc.) which may prevent completion of this course, notify the instructor as soon as possible. Failure to do so will result in failure for an assignment and/or failure of the course.

If I have not heard from you **by the deadline dates for assignments, exams, or forums, NO MAKE-UP WORK WILL BE ALLOWED** (unless extraordinary circumstances existed, such as hospitalization). Requests for extensions must be made in advance and accompanied by appropriate written documentation if the excuse is acceptable to the instructor. "Computer problems" are not an acceptable excuse.

METHOD OF INSTRUCTION:

This is a distance learning class. It is ***not*** a "correspondence course" in which students may work at his or her own pace. Each week there will be assignments, on-line discussions, and/or exams with due dates. Refer to the schedule at the end of this syllabus for more information.

METHOD OF EVALUATION:

Policy Quiz	Point Values TBA
3 Exams	300pts (100pts each)
Final Exam	150pts (Comprehensive)
Writing assignments/discussion boards/homework/prequizzes	150pts
Bonus points may be given at times (these points will be added to your earned points, but will not change the total points in this class)	
Total	600pts

PLEASE NOTE: Your final a COMPREHENSIVE exam (60% of the exam will come from material covered on your first 3 exams and 40% will be new material-----everything we have covered since exam 3.....see tentative schedule below). It will be closed book/closed notes, and consist of a variety of question types.

ASSIGNMENT OF GRADES:

All grades will be posted in the student grade book in Blackboard and will be assigned according to the following or similar scale:

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	59% and below

Postings: Grades will be posted in the Gradebook as the instructor completes them.

SUBMITTING ASSIGNMENTS:

- No e-mail attachments will be accepted, due to the risk of viruses.
- Assignments will be submitted in the dropbox.
- Exams/Pre-Quizzes and Quizzes are expected to be submitted on or before posted due dates.

EXAMINATION SCHEDULE & INSTRUCTIONS:

- **Exams/Quizzes will be available for a specific time period.** See the Course Schedule in the back of this syllabus for the dates during which time the exams will be available.
- **The exams will be timed.** Points will be deducted if the student overruns the time limit for the exam. Generally, you will have one hour to complete the exams.

TECHNOLOGY REQUIREMENTS:

Students must have:

- A Chaminade e-mail account that you can access on a regular basis
- E-mail software capable of sending and receiving attached files.
- Access to the Internet with a 56.9 kb modem or better.
- A personal computer capable of running Netscape Navigator 7.0 or above, Internet Explorer 6.0 or above, or current versions of Firefox or Mozilla. Students who use older browser versions will have compatibility problems with Blackboard.
- Microsoft WORD software. (I cannot grade anything I cannot open! This means NO MS-Works, NO Wordpad, NO Wordperfect)
- Virus protection software, installed and active, to prevent the spread of viruses via the Internet and email. It should be continually updated!

Internet Access:

- This is an on-line class. Students must have access to a working computer and access to the internet.
- “Not having a computer” or “computer crashes” are not acceptable excuses for late work.

NON-HARASSMENT, HOSTILE WORK/CLASS ENVIRONMENT:

Chaminade University expects students to treat fellow students, their instructors, other faculty, and staff as adults and with respect. No form of “hostile environment” or “harassment” will be tolerated by any student or employee.

AMERICANS WITH DISABILITY ACT (ADA): Chaminade University supports Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, which insure that postsecondary students with disabilities have equal access to all academic programs, physical access to all buildings, facilities and events, and are not discriminated against on the basis of disability. Eligible students, with appropriate documentation, will be provided equal opportunity to demonstrate their academic skills and potential through the provision of academic adaptations and reasonable accommodations.

HONESTY AND PLAGIARISM:

The awarding of a university degree attests that an individual has demonstrated mastery of a significant body of knowledge and skills of substantive value to society. Any type of dishonesty in securing those credentials therefore invites serious sanctions, up to and including suspension and expulsion. Examples of dishonesty include actual or attempted cheating, plagiarism*, or knowingly furnishing false information to any university employee.

*Plagiarism is defined as submitting anything for credit in one course that has already been submitted for credit in another course, or copying any part of someone else’s intellectual work – their ideas and/or words – published or unpublished, including that of other students, and portraying it as one’s own. Proper quoting, using strict APA formatting, is required, as described by the instructor.

- Students must properly cite any quoted material. No term paper, business plan, term project, case analysis, or assignment may have **no more than 20% of its content quoted** from another source.
- This university employs **plagiarism-detection software**, through which *all* written student assignments are processed for comparison with material published in traditional sources (books, journals, magazines), on the internet (to include essays for sale), and papers turned in by students in the same *and* other classes in this *and all previous terms*. The penalty for plagiarism may range from zero credit on the assignment, to zero in the course, to expulsion from the university with appropriate notation in the student’s permanent file.

HOW TO SUCCEED IN AN ONLINE COURSE:

Chaminade University eCollege is designed to serve any student, anywhere in the world, who has access to the Internet. All Distance Learning courses are delivered through the *eCollege* Learning System.

In order to be successful, you should be organized and well motivated. You should make sure you log in to our course on *eCollege* several times each week. Check all “announcements” that have been posted. Start early in the week to complete the weekly assignment. **You should also go to the Discussion Board (view the topic and question/s for the group discussion exercise) and post your initial post by Wednesday and second post by Sunday night (HST).** Make your “initial” posting and participate in the discussion. Begin reviewing for the exams early in the term. Do not wait until the last minute and “cram” for these exams. You should review the material frequently, so you will be prepared to take the exams.

THE COURSE DATES WILL BE POSTED IN YOUR CLASS SHELL ON THE FIRST DAY OF CLASS

*****PLEASE NOTE*****

For specific dates and directions please refer to the weekly units tab in the navigation tree.

It may seem like we cover a lot of chapters some weeks. Generally, **we will cover specific sections within those chapters**. I will post the assigned reading for each chapter in the **powerpoint lectures** that cover the weekly material. You will be responsible for all material covered in the assigned reading.

WEEKS	DATES	Chapters	Assignments
		*check powerpoints for specific sections	
1	April 7-13	1-2 (introduction, chemistry)	Discussion board: Introduction Read Chapter 1-2 Quizzes (Ch. 1 and Ch. 2)
2	April 14-20	3-4 (biological molecules, cells)	Discussion Board Read Chapter 3-4 Quizzes (Ch. 3 and Ch. 4)
3	April 21-27	5-6	EXAM 1 (covers Ch. 1-4) due by Sunday Read Chapter 5-6 Quizzes (Ch. 5 and Ch. 6)
4	April 28-May 4	6, 7 & 8 (Energy, cellular respiration and photosynthesis)	Discussion Board Read Chapter 6-8 Quizzes (Ch. 6, Ch. 7 and Ch. 8)
5	May 5-11	9-11 (DNA and Inheritance)	Homework: (Mitosis & Meiosis, DNA Replication, Mendelian Genetics)
6	May 12-18	12-13 (gene expression, biotechnology)	Exam 2 (covers Ch. 6-11) due by Sunday Read Ch. 12-13 Homework: (Transcription, translation, DNA fingerprinting, stem cells)
7	May 19-25	14-17 (Evolution)	Discussion Board Read Chapter 14-17 Quizzes (Ch. 14, Ch. 15 and Ch. 17)
8	May 26-June 1	19-20 (prokaryotes, protists)	Exam 3 (covers Ch. 12-17) due by Sunday Read Chapter 19-20 Quizzes (Ch. 19 and Ch. 20)
9	June 2-8	21, 23-24 (plants, fungi, animals)	Discussion board Read Chapter 21, 23, 24 Quizzes (Ch. 21, Ch. 23 and Ch. 24)
10	June 9-15 Final exam must be completed on or before June 15th		<u>Comprehensive final and post assessment test (70% old material and 30% from Chapters 21-24)</u>