

## BI215L -- Organismal Biology Laboratory

Fall 2017

### Syllabus

**Instructor:** Dr. Michael Weichhaus  
**Address:** Wesselkamper, Room 107  
**Phone:** 440-4286  
**Email Address:** michael.weichhaus@chaminade.edu  
**Office Hours:** Tue: 13:00 - 16:00 and Thu: 13:00 - 16:00  
**Lab Hours:** Wed 14:30 - 17:20; Henry Hall, Lab 3

**Text:** There is no required text for this lab. All necessary protocols and reading will be provided to you either as handouts or will be posted on canvas.

**Concurrent or previous registration with BI215 required.**

**COURSE DESCRIPTION AND GOALS:** BI215L is a 1 semester credit introductory biological science laboratory for those students enrolled in BI215 - Cellular and Organismal Biology I. This laboratory course is for students desiring advanced studies in the sciences, e.g., biology, forensic science, medicine, dentistry, environmental health, and other areas.

**Goals of the Course:** This course is designed to fulfill the following goals:

1. Describe and apply the Scientific Method to observable phenomenon including being able to recognize and synthesize proper scientific questions and hypotheses;
2. Analyze and graph scientific data appropriately;
3. Identify representative flora and fauna, and whether it is endemic, invasive or indigenous of Hawaii;
4. Perform dissection, observation and identification of invertebrate and vertebrate anatomical organs and body systems;
5. Perform anatomy & physiology experiments to better understand how body systems function.

### Laboratory preparation, outline, and attendance:

1. Preparation of laboratory assignments listed on the lab outline and presented in lab handouts are essential in successful completion of the laboratory and safety of your fellow students.
2. Handouts in the laboratory outline refer to assignments not in the lab manual. Lab handouts will be given to students prior to the laboratory exercise and include procedures and instructions for the laboratory.
3. Attendance for the laboratory is mandatory. Laboratory absences must be documented by valid excuses, such as a physician's excuse. Grade penalties may be imposed for unexcused absences by the instructor.

### Laboratory notebook:

1. All students will be required to maintain a bound laboratory notebook into which ALL laboratory information and data is to be entered. Lab notebooks will be graded twice and are to be handed in on exam days.
2. Notebooks must be bound with non-tear out pages. No spiral notebooks, as are three holed folder paper.

3. Additional formatting information is available on canvas.

### **Laboratory Summaries:**

1. A written report will be required on two lab exercises. The report should be written so that it could be understood by another student in a similar biological course, but who has not done the same lab exercise. Points will be taken for spelling and grammar. Lab work can be done in groups, but lab reports must be done individually.
2. Late lab reports will receive deductions on the grade.

### **Grade Determination:**

1. Separate grades will be given for lecture and laboratory. It is possible to receive different grades for lecture and laboratory.
  2. The instructor does not curve grades or grade scores. Grades will be determined according to the scale below.
  3. There will be two lab practical examinations with each consisting of station questions. Station questions are those questions in which the student has a specified period of time to identify the organism under a microscope, relate a function of a structure or explain a graph. The first exam will include material completed **prior** to the exam; the second exam will include material covered since the midterm exam, it is not cumulative.
2. The laboratory grade will be determined in the following manner:

Attendance & Participation	10%
Lab Summaries	10%
Homework	10%
Presentation	5%
Lab Notebook	15%
<u>2 Exams</u>	<u>50%</u>
Total	100%

### **Grading scale:**

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	50 - 69%
F	less than 50%

### **Class standing:**

1. Students may obtain their grades at any time by consulting with the instructor. Students with D or F grades will receive verbal notification and/or deficiency notices. It is mandatory that students receiving deficiency notices make an appointment to see the instructor.

### **Situations to avoid:**

1. Tardiness and Absences:

Arriving late will cause you to miss important information and instructions given at the beginning of each class session. Please be on time as a mark of respect for your instructor and classmates, and be discreet in entering the lab if you must come late. Avoid skipping class and contact me if you cannot attend a class.

2. Turning in assignments late:

There are no make-ups for exams, unless a physician's note documents your absence during exams. Lecture presentations CANNOT be made-up. Assignments turned in late will be assessed a penalty: a half-letter grade if it is one day late, or a full-letter grade for 2-7 days late. will not be accepted if overdue by more than seven days.

### **Departmental and University Policies:**

1. **Disability Access**

Pursuant to several federal and state laws, including the Americans with Disabilities Act of 1990, as amended by the ADA Amendments Act of 2008, and Section 504 of the Rehabilitation Act of 1973, all qualified students with disabilities are protected from discrimination on basis of disability and are eligible for reasonable accommodations or modifications in the academic environment to enable them to enjoy equal access to academic programs, services, or activities. If a student would like to determine if they meet the criteria for accommodations, they should contact the Counseling Center at 808-735-4845 for further information.

2. **Title IX Compliance**

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. Should you want to speak to a confidential source you may contact the following:

- a. Chaminade Counseling Center 808 735-4845.
- b. Any priest serving as a sacramental confessor or any ordained religious leader serving in the sacred confidence role.

3. **Academic Conduct Policy**

The success of the Honor Code is made possible only with the acceptance and cooperation of every student. Detailed policies on Academic Conduct can be found in the Student [Handbook](#). Each student is expected to maintain the principles of the Code. Example of Honor Code violations include, but are not limited to:

- Giving or receiving information from another student during an examination;
- Using unauthorized sources for answers during an examination;
- Illegally obtained test questions before the test;
- Any and all forms of plagiarism – submit all or part of someone else's work or ideas as your own;
- The destruction and/or confiscation of school and/or personal property.

- Violations of the Honor Code are serious. They harm other students, your professor, and the integrity of the University. Alleged violations will be referred to the Office of Judicial Affairs. If found guilty of plagiarism, a student might receive a range of penalties, including failure of an assignment, failure of an assignment and withholding of the final course grade until a paper is turned in on the topic of plagiarism, failure of the course, or suspension from the University.

Violations of Academic Integrity: Violations of the principle include, but are not limited to:

- Cheating: Intentionally using or attempting to use unauthorized materials, information, notes, study aids, or other devices in an academic exercise.
- Fabrication and Falsification: Intentional and unauthorized alteration or invention of any information or citation in an academic exercise. Falsification is a matter of inventing or counterfeiting information for use in any academic exercise.
- Multiple Submissions: The submission of substantial portions of the same academic work for credit (including oral reports) more than once without authorization.
- Plagiarism: Intentionally or knowingly presenting the work of another as one's own (i.e., without proper acknowledgment of the source).
- Abuse of Academic Materials: Intentionally or knowingly destroying, stealing, or making inaccessible library or other academic resource materials.
- Complicity in Academic Dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

Plagiarism includes, but is not limited to:

- Copying or borrowing liberally from someone else's work without his/her knowledge or permission; or with his/her knowledge or permission and turning it in as your own work.
- Copying of someone else's exam or paper.
- Allowing someone to turn in your work as his or her own. DO NOT provide your work to someone else for reference.
- Not providing adequate references for cited work.
- Copying and pasting large quotes or passages without properly citing them.

### **On-Campus Tutoring**

- Retention, Advising, and Career Preparation offers free, one-on-one tutoring for all undergraduate students at Chaminade. Subjects tutored include, but are not limited to: biology, chemistry, math, nursing, English, etc. The tutoring corps consists of trained Peer and Professional Tutors.
- Tutoring is available by appointment only. Tutoring takes place in either the Student Support Services building during the hours of 8:30 a.m. to 4:30 p.m., Monday to Friday.
- In order to receive tutoring, a student can visit the Student Support Services building and complete an information form. After submitting this form, a staff member will assist the student in creating
- an online account that allows him/her to book a tutoring appointment through the online system.
- All appointments must be made two days prior to the desired appointment. Cancellations must be made 24 hours in advance.

### **Online Tutoring through Smarthinking**

- All CUH students are eligible to use Smarthinking, an online tutoring system. Students are able to access Smarthinking via their canvas account.
- Through Smarthinking, students are able to connect in real-time with an expert educator in a variety of subjects using a virtual whiteboard technology. Students also have an option to schedule a 30-minute appointment with a tutor of their choice. The Online Writing Lab provides students with the ability to receive a detailed, personalized critique of any written assignment through a formal critique process.
- All sessions are archived and available for students to review at any time for studying or test preparation.

For any questions related to tutoring services, please contact Nicolle Bekers, Tutor Coordinator, at [nicolle.bekers@chaminade.edu](mailto:nicolle.bekers@chaminade.edu).

**Tentative Course Outline** (subject to change as instructor sees fit)

<b>Week</b>	<b>Date</b>	<b>Lab topic</b>	<b>Assignments</b>
1	8/30	Lab Safety Intro to Scientific Method	
2	9/6	Scientific Method	
3	9/13	Phylogenetics	
4	9/20	Plant Diversity & Microbiomes – prep for upcoming field trip labs	
5	9/27		
6	10/4	Kaloko Cove Field Trip	
7	10/11	Lyon Arboretum Field Trip	
8	10/18	<b>EXAM 1</b>	
9	10/25	Squid dissection	
10	11/1	Invertebrate Dissections	
11	11/8	Veterans Day - No class	
12	11/15	Vertebrate Dissections	
13	11/22	Thanksgiving recess - No class	
14	11/29	Anatomy and Physiology	
15	12/6	<b>EXAM 2</b>	