



Fall 2017L: Biology 215 Cellular and Organismal Biology I Lab

Instructor: Dr. Kandel

Class Meetings: T: 2:30 – 5:20am, Henry Hall Lab 3

Office Hours: W: 1:30pm-5:30pm, F: 10-11am

or by appointment

E-mail: frederique.kandel@chaminade.edu

Required 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

Course Description:

This laboratory course accompanies the BI215 Organismal Biology lecture.

General Course Objectives:

- Prepare the students for further education in advanced biology or related fields lab courses.
- To present principal methods and techniques coupled with appropriate instruments utilized in the study of organisms.
- To allow investigation and problem solving through observational and experimental methodology.
- To study organisms included in the zoological & botanical fields emphasizing Hawaiian flora & fauna.
- Learn how to critically read scientific journal articles.
- Develop an appreciation of working collaboratively in groups

Laboratory notebook:

- Students are required to maintain a bound laboratory notebook into which all laboratory information and data is to be entered.
- Notebooks must be bound with non-tear out pages.

Grading:

Grading scale :

A 90 – 100%

B 80 – 89%

C 70 – 79%

D 60 - 69%

F less than 60%

Grade given BI 215 lecture and BI 215L laboratory are independent. (Consequently, it is possible to receive different grades for lecture and laboratory.)

The laboratory grade will be determined as follows:

Attendance & Participation	10%
Lab Notebook	10%
Homework	20%
Exam 1	30%
<u>Exam 2</u>	<u>30%</u>
Total	100%

Attendance/Participation:

- Presence in class is mandatory.
- Students should notify their instructors when illness or other extenuating circumstances prevents them from attending class and make arrangements to complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, or by leaving a message with the instructor's division office (Natural Science and Math 1 (808) 440-4204). It is the instructor's prerogative to modify deadlines of course requirements. Any student who stops attending a course without officially **withdrawing** may receive a failing grade.

- Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being **withdrawn** from the course by the instructor, although the instructor is not required to **withdraw** students in that scenario.

Makeup exams and extra credit:

- Makeup exams are generally not given for this laboratory class. If there is an insurmountable problem please come talk to the instructor to see if arrangements can be made.

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. Faculty member, promote a safe and healthy environment, and should they learn of any sexual misconduct, physical and/or psychological abuse, they 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.
- 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.
- Please contact the Tutor Coordinator if you have any questions or concerns regarding tutoring at (808) 739-8305.

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

Week	Date	Lab topic
1	8/29/2017	Lab Safety
2	9/5/2017	Scientific Method
3	9/12/2017	Phylogeny
4	9/19/2017	Plant Diversity & Microbiomes – prep for upcoming field trip labs
5	9/26/2017	Kaloko Cove Field Trip
6	10/3/2017	Lyon Arboretum Field Trip
7	10/10/2017	Microbiome data Analysis- Protista
8	10/17/2017	EXAM 1
9	10/24/2017	Invertebrate Dissections
10	10/31/2017	Vertebrate Dissections
11	11/7/2017	All BI215 labs cancelled this week (Veterans Day Holiday Friday)
12	11/14/2017	Confocal Microscopy
13	11/21/2017	All BI215 labs cancelled this week (Thanksgiving Holiday)
14	11/28/2017	Anatomy and Physiology
15	12/5/2017	EXAM 2

Note: Every effort has been made to insure that the material in this syllabus is accurate and complete. However, occasionally changes must be made in the printed schedule. Thus the instructor reserves the right to make changes in the contents of this syllabus as needed. These changes, if any, will be announced as soon as possible.