

## BI215L -- Organismal Biology Laboratory

Fall 2018

### Syllabus

**Instructor:** Dr. Michael Weichhaus  
**Address:** Wesselkamper, Room 107  
**Phone:** 440-4286  
**Email Address:** michael.weichhaus@chaminade.edu  
**Office Hours:** Tue: 12:00-3:00 pm, Wed: 1:00-3:00 pm Thu: 1:00-2:00 pm  
**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 and 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. Assignments will not be accepted if overdue by more than seven days.

## **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. The Chaminade Counseling Center is located in the Student Support Services Building. For referrals and questions, contact Dr. June Yasuhara at (808) 735-4845 or [counselingcenter@chaminade.edu](mailto:counselingcenter@chaminade.edu).

## **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:

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

## **3. Attendance Policy**

In college courses you are responsible for your learning. Attendance during lecture is one way to familiarize yourself with the learning material, however you may by now have discovered more effective ways of learning. As such attendance during lecture is not enforced in this course. You are responsible to familiarize yourself on all topics/material covered during your absence. Please note that official University policy mandates your attendance in all classes and I may report continued absence to Advising and/or the dean of students. (see [University catalogue](#), p.57)

## **4. Academic Conduct Policy**

The success of the Honor Code is made possible only with the acceptance and cooperation of every student. 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:

- Complete or partial copying directly from a published or unpublished source without proper acknowledgement to the author. Minor changes in wording or syntax are not sufficient to avoid charges of plagiarism. Proper acknowledgement of the source of a text is always mandatory.
- Paraphrasing the work of another without proper author acknowledgement.
- Submitting as one’s own original work, however freely given or purchased, the original exam, research paper, manuscript, report, computer file, or other assignment that has been prepared by another individual.

Consequences of academic honesty violations:

In the cases of alleged academic dishonesty, such as plagiarism, cheating, claiming work not done by the student, or lying, where a faculty member observes or discovers the dishonesty, the faculty members may choose to confront the student and handle the matter between the faculty member and the student, or the faculty member may choose to refer the incident to the Dean or Graduate Program Director. If the faculty member chooses to confront the situation and it is not satisfactorily resolved between the faculty member and the student, the matter may then be referred or appealed to the Dean or Director.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of Academic Division and may include an “F” grade for the work in question, an “F” grade for the course, suspension, or dismissal from the University. ([University catalogue](#) p. 57)

Additional information on student conduct can be found in the [student handbook](#).

### **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 the Student Support Services building during the hours of 8:30 a.m. to 4:30 p.m., Monday to Friday.
- The Chaminade Tutoring Center is located in the Student Support Services Building. Contact the Tutor Coordinator, Amanda Lunday, at (808) 739-8305, for more information.

### **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.

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

<b>Week</b>	<b>Date</b>	<b>Lab topic</b>	<b>Assignments</b>
1	8/22	Lab Safety Intro to Scientific Method	
2	8/29	Scientific Method	
3	9/05	Phylogenetics	
4	9/12	Kaloko Cove Field Trip	
5	9/19	Lyon Arboretum Field Trip	
6	9/26	Foster Gardens Field Trip	
7	10/3	TBD	
8	10/10	<b>EXAM 1</b>	
9	10/17	Invertebrate Dissections	
10	10/24	Vertebrate Dissections	
11	10/31	Anatomy and Physiology	
12	11/7	Cellular Organelles 1	
13	11/22	Cellular Organelles 2	
14	11/29	Thanksgiving recess - No class	
15	12/6	<b>EXAM 2</b>	