

Course Syllabus

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Course Number: BI-216

Section: 3

Course Title: Cellular and Organismal Biology II

Department Name: Biology

College/School/Division Name: Natural Sciences and Mathematics

Term: Spring 2026

Course Credits: 3

Class Meeting Days: Mon, Wed, & Fri

Class Meeting Hours: 9:30 - 10:20am

Class Location: Wesselkamper Science Center (WSC), room 120

Instructor Name: Michael Dohm, PhD

Email: mdohm@chaminade.edu

Phone: 808-739-8543

Office Location: Wesselkamper Science Center, Room 108

Office Hours: You are welcome to drop by anytime -- my Spring Schedule is posted outside my door & available in CANVAS ([click to follow link \(https://chaminade.instructure.com/courses/44997/pages/drd-schedule\)](https://chaminade.instructure.com/courses/44997/pages/drd-schedule)).

Scheduled office hours:

Mon & Thurs	3 - 4:30pm
• Or by appointment -- send request in CANVAS. • You do not need an appointment to visit during scheduled office hours!	

E-mail: [mdohm \[at\] chaminade.edu](mailto:mdohm@chaminade.edu) (current students, please use CANVAS messaging)

Website: [letgen.org \(https://letgen.org/\)](https://letgen.org/)

University Course Catalog Description

Introduction to the cell biology of prokaryotic and eukaryotic organisms, with particular reference to the relationships between structure and functions, the cell cycle and mitosis, organization of cells, and the roles of cell signaling and extracellular environment in establishing structures in animals and plants.

Course Overview

This course has been designed to:

- Prepare the students for further education in advanced biology courses, or related fields.
- Introduce the student to the cellular biology of prokaryotes and eukaryotes.
- To help the student on their road to becoming a competent and educated professional.
- To examine and analyze specific content areas, such as molecular or cellular biology, evolution, genetics, physiology, and related areas of biochemistry and biophysics.

Course Prerequisites

Concurrent registration BI 216L required. Cross-listed with BC 216

Required Learning Materials

Urry, Cain, Wasserman, Minorsky and Reece (2017). *Campbell Biology, 11 edition*. Pearson Education, Inc., or newer edition.

Hardin, Bertoni, and Kelinsmith. (2016). *Becker's World of the Cell, 9th edition*. Pearson Education, Inc., or newer edition.

Suggested Learning Materials

Four free and open textbooks on Cell and Molecular Biology at

https://bio.libretexts.org/Bookshelves/Cell_and_Molecular_Biology 

(https://bio.libretexts.org/Bookshelves/Cell_and_Molecular_Biology)

Clark, Douglas, and Choi. (2018). *Biology 2e*. OpenStax, Houston, TX. Available at

<https://openstax.org/details/books/biology-2e>  (<https://openstax.org/details/books/biology-2e>)

Khan Academy, *Biology archives*. Available at <https://www.khanacademy.org/science/biology> 

(<https://www.khanacademy.org/science/biology>)

Various Wikipedia pages will also be provided.

Course Management System (CMS)

BI-216 is a web-enhanced course: We meet at the scheduled times like any traditional course, but components of the course are available to you at all times throughout the semester. Chaminade University relies on CANVAS to help manage courses. Access to the site is

via <https://chaminade.instrustructure.com/courses/44997> 

(<https://chaminade.instructure.com/courses/44997>). Logon instructions will be provided on the first day of class. Slides presented during class time are posted on the course website for your use. Homework, quizzes and related materials are also made available on the site.

Need to connect to Chaminade University's on-campus WI-FI? Help is available [at this page \(click here https://chaminade.instructure.com/courses/44997/pages/connect-cuh-wi-fi\)](https://chaminade.instructure.com/courses/44997/pages/connect-cuh-wi-fi).

Course Credit Hour Expectations

BI-216 is a three-credit hour course and therefore requires a minimum of 135 hours of student engagement (see CUH Credit Hour Policy). One university semester credit hour typically includes one hour of in-class contact time with the professor plus two hours of preparation time by the student. Thus, over the course of the semester, students enrolled in BI-216 are expected to spend about 40 hours in class, 15 hours on quizzes, 25 hours on homework, 15 hours on assigned readings and reflections, and up to 40 hours preparing for the five exams (4 midterm plus a 2-hour final exam). These times are approximate -- individual needs may vary. Time spent outside of class by students may be better expressed by tasks to do. For example, students can re-write and update lecture notes, perform focused reading from the textbook and other resources, coding and problem solving, developing concept maps, and creating and taking practice exams.

Technical Assistance for Canvas Users:

- Search for help on specific topics or get tips at [Canvas Students \(https://chaminade.instructure.com/courses/44997/pages/home\)](https://chaminade.instructure.com/courses/44997/pages/home)
- Live chat with [Canvas Support for students](https://cases.canvaslms.com/liveagentchat?chattype=student) <https://cases.canvaslms.com/liveagentchat?chattype=student>
- Canvas Support Hotline for students: +1-833-209-6111
- Watch this [video](https://community.canvaslms.com/docs/DOC-18585-getting-started-with-canvas-as-a-student) <https://community.canvaslms.com/docs/DOC-18585-getting-started-with-canvas-as-a-student> to get you started
- [Online tutorials](https://community.canvaslms.com/community/answers/guides/video-guide#jive_content_id_Students) https://community.canvaslms.com/community/answers/guides/video-guide#jive_content_id_Students: click on "Students" role to access tutorials
- Contact the Chaminade IT Helpdesk for technical issues: helpdesk@chaminade.edu or call (808) 735-4855
- Connect to Chaminade's WI-FI: [Chaminade Network Access Control](https://nac.chaminade.edu) <https://nac.chaminade.edu>

Assessment

Course grade assessed from successful completion of exams, quizzes, homework, readings, and participation. A total of 500 points, weighted by category.

Category	Item	How many/often?	Points per item	Subtotal	Weight
Exams	Unit exams	4	50	200	40%

Category	Item	How many/often?	Points per item	Subtotal	Weight
	Cumulative final exam	1	70	70	14%
Quizzes	Chapter quizzes	10	6		12%
Homework	Worksheets	10	6		12%
Readings	Journal articles	4	16		13%
Participation	Includes group and individual work	daily	a total of 45 points for semester		9%
					100%

Grading Scale

Letter grades are given in all courses except those conducted on a credit/no credit basis. They are interpreted as follows:

Letter grade	Percentage range	Criteria *
A	90 - 100%	Outstanding scholarship and an unusual degree of intellectual initiative
B	80 - 89%	Superior work done in a consistent and intellectual manner
C	70 - 79%	Average grade indicating a competent grasp of subject matter
D	60 - 69%	Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite course work
F	< 60%	Failed to grasp the minimum subject matter; no credit given

* From [University Course Catalog](#) 

(<https://catalog.chaminade.edu/generalinformation/academicaffairs/undergraduate/academicinformation/grading>)

Tutoring and Writing Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua 'Ike's website (<https://chaminade.edu/advising/kokua-ike/> ) (<https://chaminade.edu/advising/kokua-ike/>) for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via Smarthinking. Smarthinking can be accessed 24/7 from your Canvas account. Simply click Account – Notifications – Smarthinking. For more information, please contact Kōkua 'Ike at tutoring@chaminade.edu or 808-739-8305.

Schedule of lectures, assignments, and exams

Click here to view [BI216 schedule \(https://chaminade.instructure.com/courses/44997/pages/bi216-schedule\)](https://chaminade.instructure.com/courses/44997/pages/bi216-schedule)

Exam* schedule

subject to updates by instructor

Week 4, Mon	Exam01
Week 7, Mon	Exam02
Week 9, Fri	Exam03
Week 14, Mon	Exam04
Finals week, 7 May	Final 1:15 – 3:15pm

- All exams in class, paper & pen/pencil

Course Learning Outcomes

1. Cellular Structure Function: Explain why the cell is the basic unit of life as well as identify and describe the structure and function of prokaryotic and eukaryotic cellular components and organelles.
2. Membrane Transport Mechanisms: Identify and explain transmembrane and cellular transport mechanisms.
3. Cellular Energy Systems: Compare and contrast plant and animal cell structures as well as how each cell type produces and harvests chemical energy.
4. Cell Cycle Regulation: List and describe each phase of the cell cycle and how it is regulated.
5. Biomolecular Cellular Processes: Identify the biological macromolecules of the cell, describe their structures and function and what roles each play in cellular processes such as metabolism, bioenergetics, respiration, photosynthesis, etc

Program Learning Outcomes

Upon completion the program in Biology, a graduating student will be able to:

1. Explain fundamental biological concepts and their interrelationships across various levels of biological organization, from molecules to ecosystems, including cell biology, genetics, evolution, physiology, and ecology.
2. Perform laboratory, field and computational techniques relevant to biological research, including accurate data collection, analysis, and interpretation.
3. Design and conduct scientific investigations using advanced methodologies, technologies, and resources, and communicate results effectively to professional and lay audiences.
4. Make ethically informed decisions in biological research and practice, considering bioethics, environmental ethics informed by indigenous and traditional knowledge and practices.
5. Analyze societal challenges related to health and the environment through the lens of biological science, recognizing how biological knowledge and associated career paths can contribute to studying, addressing, and solving these challenges.

Course Learning Outcomes and Linkage to Program Learning Outcomes

Students who successfully complete this course will be able to:

Course Learning Outcomes	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5
1. Cellular Structure Function				X	
2. Membrane Transport Mechanisms				X	
3. Cellular Energy Systems				X	
4. Cell Cycle Regulation				X	X
5. Biomolecular Cellular Processes				X	X

University outcomes

Marianist Values

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith
2. Provide an integral, quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation and change.

Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'eau 364) May I live by God
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957)
Acquire skill and make it deep
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school.

Alignment of BI-216 course with Marianist and Hawaiian values of the University.

BI-216, an introduction to Cell and Molecular Biology course, promotes integral, quality education by building foundational knowledge of life processes at the cellular and molecular levels. It supports education for adaptation and change by preparing students to engage with rapidly advancing biological technologies and research. The course also aligns with educating for service, justice, and peace by fostering understanding of biological mechanisms that can inform ethical medical and environmental solutions.

Alignment of Natural Sciences Courses with Marianist and Hawaiian values of the University.

The Natural Sciences Division provides an integral, quality education: sophisticated integrative course content taught by experienced, dedicated, and well-educated instructors.

- We educate in family spirit – every classroom is an Ohana and you can expect to be respected yet challenged in an environment that is supportive, inclusively by instructors who take the time to personally get to know and care for you.
- We educate for service, justice and peace, since many of the most pressing global issues (climate change, health inequity, poverty, justice) are those which science and technology investigate, establish ethical parameters for, and offer solutions to.
- We educate for adaptation and change. In science and technology, the only constant is change. Data, techniques, technologies, questions, interpretations, and ethical landscapes are constantly evolving, and we teach students to thrive on this dynamic uncertainty.

The study of science and technology can be formative, exploring human creativity and potential in the development of technologies and scientific solutions, the opportunity to engage in the stewardship of the natural world, and the opportunity to promote social justice. We provide opportunities to engage with the problems that face Hawai'i and the Pacific region through the Natural Sciences curriculum, in particular, those centered around severe challenges in health, poverty, environmental resilience, and erosion of traditional culture. The Marianist Educational Values relate to Native Hawaiian ideas of mana, na'auao, ohana, aloha and aina. We intend for our Natural Sciences programs to be culturally-sustaining, rooted in our Hawaiian place, and centered on core values of Maiau, be neat, prepared, careful in all we do; Makawalu, demonstrate foresight and planning; `Ai, sustain mind and body; Pa`a Na`au, learn deeply.

Alignment of BI216 with Marianist and Hawaiian values of the University

BI216/L Cellular and Organismal Biology II lecture and lab provides an integral quality education as it is an introductory science course which provides students a foundation that will be necessary to be successful in several upper division science courses, including but not limited to BI320/L, BI321/L, BI411L and BI471/L. As each new topic is introduced throughout the semester, a point is made to link the current subject matter with those future biology courses. Additionally, it is highlighted how the subject matter may be integrated with other sciences like chemistry and physics so that students understand that this BI216 course, as well as biology in general, is not a standalone course. To be successful and utterly understand biology one needs to understand how it relates to the bigger scientific community.

This course also focuses on educating in the family spirit. This is done by emphasizing that science is not done in a vacuum. Throughout the semester there are several small group projects/presentations both within

the lecture and the lab. These are designed to not only assist student in learning the subject matter but to encourage them to build relationships within the peer groups. In order to foster collaborative learning homework assignments are given such that students are instructed to answer in their own words; however students are strongly encouraged to work with their peers to find and discuss the answers to these questions.

Course and University Policy, Reminders, and Notices:

Student with Disabilities Statement

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008).

Students are responsible for contacting Kokua Ike: Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to review them. Appropriate paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kokua Ike via email at [ada@chaminade.edu \(mailto:ada@chaminade.edu\)](mailto:ada@chaminade.edu) each semester if changes or notifications are needed.

Kōkua 'Ike: Tutoring & Learning Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua 'Ike: Center for Student Learning in a variety of subjects (including, but are not limited to biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check [Kōkua 'Ike's \(https://chaminade.edu/student-success/kokua-ike/\)](https://chaminade.edu/student-success/kokua-ike/) website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at [tutoring@chaminade.edu \(mailto:tutoring@chaminade.edu\)](mailto:tutoring@chaminade.edu) or 808-739-8305.

TITLE IX AND NONDISCRIMINATION STATEMENT:

Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

Nondiscrimination Policy & Notice of Nondiscrimination

The university is committed to comply with all State and Federal statutes, rules, and regulations which prohibit discrimination. The university is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin (including shared ancestry and ethnic characteristics), ancestry, citizenship, disability, genetic information, marital status, breastfeeding, arrest and court record (except as permissible under State law), sexual orientation, or status as a covered veteran. Inquiries about Title IX or general Civil Rights concerns may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found [HERE \(https://chaminade.edu/titleix/nondiscrimination/\)](https://chaminade.edu/titleix/nondiscrimination/). On-campus Confidential Resources may also be found here at [CAMPUS CONFIDENTIAL RESOURCES \(https://chaminade.edu/titleix/resources-and-support/\)](https://chaminade.edu/titleix/resources-and-support/).

The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/> (<https://chaminade.edu/compliance/title-ix-nondiscrimination-policies-procedures/>).

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the [Campus Incident Report form \(https://cm.maxient.com/reportingform.php?ChaminadeUniv&layout_id=0\)](https://cm.maxient.com/reportingform.php?ChaminadeUniv&layout_id=0). Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates.

The NOTICE of NONDISCRIMINATION can be found here: [Notice of Nondiscrimination \(https://chaminade.edu/compliance/title-ix-nondiscrimination-policy/\)](https://chaminade.edu/compliance/title-ix-nondiscrimination-policy/).

Hazing Prevention Resources and Athlete Helpline:

Assists athletes, parents, coaches, and any allies interested in ensuring physical and mental safety for sports communities by offering confidential emotional support, crisis intervention, informational athlete-focused resources, and guidance related to concerns about any type of abuse—including hazing.

Chaminade University's Hazing Policy:

<https://catalog.chaminade.edu/studenthandbook/codeofconduct>
(<https://catalog.chaminade.edu/studenthandbook/codeofconduct>)

(<https://catalog.chaminade.edu/studenthandbook/codeofconduct>)

<https://hazingpreventionnetwork.org/athlete-helpline/> (<https://hazingpreventionnetwork.org/athlete-helpline/>)

(<https://hazingpreventionnetwork.org/athlete-helpline/>) <https://hazingpreventionnetwork.org/how-to-report-hazing/> (<https://hazingpreventionnetwork.org/how-to-report-hazing/>)

Basic Needs Resources:

<https://chaminade.edu/basic-needs/> (<https://chaminade.edu/basic-needs/>)

Campus Safety/ SafeSwords

A program for students, faculty and staff, who may feel uncomfortable or unsafe walking alone on campus, at any time of the day. Call security, and a security professional will meet you at your location on campus. The

security professional will escort you to your residence hall, car, etc. Students may utilize this when walking to and from night classes around campus or after late night events. [SafeSwords webpage](https://chaminade.edu/student-life/security/campus-safeswords-program/) (<https://chaminade.edu/student-life/security/campus-safeswords-program/>)

CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

Canvas "grading"

Canvas "grades" are tentative and not official. Canvas scores available to students are not official until the instructor announces such to the class. CANVAS does not keep track of any BONUS assignment scores given. Official grading is done by the instructor and records are kept on the instructor's computer.

Instructor and Student Communication

Please ask questions during class -- interrupt the lecture, it's OK!

Weekly discussions are available, too. Please post and do respond to classmate postings!

Outside of class:

- use CANVAS Messaging to communicate with the instructor, not CUH email.
- DrD has an open-office policy -- if he's in his office you are encouraged to drop by and chat about biology!
- Official office hours are Monday & Thursday 3 - 4:30pm

Questions about assignments, but not grade challenge for assignments should be asked during class time. All questions for this course can be posted to the instructor via CANVAS Messaging. Online (e.g., Zoom) and in-person conferences can be arranged. Most messages to Canvas will be replied within 24 hours between Monday and Thursday; Weekend or Friday messages will be replied to on Monday. Please note that questions or communication about the course sent to instructor's chaminade.edu e-mail may take up to 7 days for response. In general, the reply will not answer the question but will request you repost at the proper venue (CANVAS Messaging).

Graded materials will generally be returned within 7 - 10 days.

CANVAS allows Comments and the instructor will use this feature to add context to grading of assignments. If you have questions or are instructed to follow up based on Comments, please communicate via CANVAS

Messaging, not by adding to the assignment comments.

Attendance Policy

The following attendance policy is from the [Chaminade University Undergraduate Catalog \(https://catalog.chaminade.edu/generalinformation/academicaffairs/policies/attendance\)](https://catalog.chaminade.edu/generalinformation/academicaffairs/policies/attendance) : Students are expected to attend regularly all courses for which they are registered. Student 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, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. 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. Repeated absences put students at risk of failing grades. Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes. Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

Online Attendance

During the first three weeks (subject to change), this course is primarily online. Attendance for this course during the online phase is based on the (1) timely submission of assignments and/or (2) logging onto the course at least once per week. Students will receive credit for 'attending' the class each time a weekly assignment is submitted and/or each time student signs on to the course and navigate to at least one page or module removed from the home page within the Canvas system for the course. Some weekly lessons require the submission of one assignment, some require two. Each lesson will indicate when it is complete. The student is responsible for pressing the 'submit' button each time he or she has completed an assignment. If the page indicating that the assignment has been submitted does not appear, then the assignment has not been submitted.

Late Work Policy

Assignments are due according to the BI216 schedule and we use CANVAS to assist management of due dates. CANVAS provides two dates, the **due date** and a later date and time that the assignment may be submitted (displayed as **Available** and date/time range). Class policy holds that there is up to 12 hour grace period from the due date, but no additional time post the last submit date and time.

Quizzes and homework are due by 5pm HST on the assigned date. If CANVAS is used for the quiz or assignment, note that CANVAS may mark the work late -- however, per the first sentence in this notice, there is up to 12 hour grace period.

After the grace period, a 10% grade reduction may be assessed for each 12 hour late assignment. All quizzes and assignments close by 3 days post the due date.

There are no make-ups for exams, homework, or quizzes without a physician's note or letter from Dean of Students office documents your absence during the assignment due date. Journal article presentations CANNOT be made-up. In the absence of such notes, you are still encouraged to communicate with the instructor should you expect to miss a class assignment.

Grades of "Incomplete"

Students and instructors may negotiate an incomplete grade when there are specific justifying circumstances. An Incomplete Contract (available from the Divisional Secretary and the Portal) must be completed. When submitting a grade, the "I" will be accompanied by the alternative grade that will automatically be assigned after 30 days. These include IB, IC, ID, and IF. If only an "I" is submitted the default grade is F. The completion of the work, evaluation, and reporting of the final grade is due within 30 days after the end of the semester or term. This limit may not be extended.

Writing Policy

Instructions for the writing assignments are detailed for each individual assignment on the canvas course page.

Potential resources for writing assignments:

- Google Scholar
- Pubmed
- Sullivan Library

Cell phones, tablets, and laptops

Instructor policy: Students are encouraged to use personal digital devices during class provided such use does not distract others or interfere with class activities.

University policy. Music Devices and Cellular Phones: *Unless specifically permitted by your instructor* [emphasis by instructor], use of music devices and cell phones is prohibited during all Natural Science and Mathematics classes, as it is discourteous and may lead to suspicion of academic misconduct. Students unable to comply will be asked to leave class. Out of consideration for your classmates, please set your cell phone to silent mode during class. Students are encouraged to bring laptops or tablets to class as the instructor will assign online activities and readings that will require the use of a laptop or tablet. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and respect your classmates and instructor.

Recording of lecture material

Students may not record audio or video of lectures conducted by the instructor nor of any media presented during the lecture without prior permission from the instructor. All materials presented in class by the instructor will be made available to students.

Academic honesty

Academic integrity is the commitment by all members of the academic community -- educators, researchers, scholars, and students -- to act with honesty, trust, fairness, respect, and responsibility. Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism, in addition to more obvious dishonesty.

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.

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 original work (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.
- Use of generative artificial intelligence (AI) without permission by instructor. Sentences, paragraphs, or entire papers written by AI is not original work.
 - Students are encouraged to utilize change tracking and history functions of their word processing software to help document that a work is original to the student.
- 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.

For the most up to date information, please refer to the [Academic Honesty Policy](https://catalog.chaminade.edu/academicaffairs/policies/academichonesty).

(<https://catalog.chaminade.edu/academicaffairs/policies/academichonesty>) on the Chaminade University

Catalog website.

CANVAS assignments

The CANVAS summary is provided for your convenience -- check Course Schedule page for deadlines

Course Summary:

Date	Details	Due
Fri Jan 16, 2026	 Quiz00 (https://chaminade.instructure.com/courses/44997/assignments/471409)	due by 5pm
Mon Feb 2, 2026	 Exam01 (https://chaminade.instructure.com/courses/44997/assignments/464047)	due by 10:20am
Mon Feb 23, 2026	 Exam02 (https://chaminade.instructure.com/courses/44997/assignments/464048)	due by 10:20am
Fri Mar 13, 2026	 Exam03 (https://chaminade.instructure.com/courses/44997/assignments/464049)	due by 10:20am
Mon Apr 13, 2026	 Exam04 (https://chaminade.instructure.com/courses/44997/assignments/464050)	due by 10:20am
Thu May 7, 2026	 Final exam (https://chaminade.instructure.com/courses/44997/assignments/464051)	due by 3:15pm
	 Homework01 (https://chaminade.instructure.com/courses/44997/assignments/464052)	
	 Homework02 (https://chaminade.instructure.com/courses/44997/assignments/464053)	
	 Homework03 (https://chaminade.instructure.com/courses/44997/assignments/464054)	
	 Homework03b (https://chaminade.instructure.com/courses/44997/assignments/464055)	
	 Homework04 (https://chaminade.instructure.com/courses/44997/assignments/464056)	

Date	Details	Due
	 Homework05 https://chaminade.instructure.com/courses/44997/assignments/464057	
	 Homework06 https://chaminade.instructure.com/courses/44997/assignments/464058	
	 Homework07 https://chaminade.instructure.com/courses/44997/assignments/464059	
	 Homework10 https://chaminade.instructure.com/courses/44997/assignments/464060	
	 Quiz01 https://chaminade.instructure.com/courses/44997/assignments/464042	
	 Quiz02 https://chaminade.instructure.com/courses/44997/assignments/464040	
	 Quiz03 https://chaminade.instructure.com/courses/44997/assignments/464046	
	 Quiz04 https://chaminade.instructure.com/courses/44997/assignments/464038	
	 Quiz05 https://chaminade.instructure.com/courses/44997/assignments/464044	
	 Quiz06 https://chaminade.instructure.com/courses/44997/assignments/464045	
	 Quiz07 https://chaminade.instructure.com/courses/44997/assignments/464041	
	 Quiz08 https://chaminade.instructure.com/courses/44997/assignments/464039	
	 Quiz09 https://chaminade.instructure.com/courses/44997/assignments/464043	
	 Reading01 https://chaminade.instructure.com/courses/44997/assignments/464061	

Date	Details	Due
	 <u>Reading02</u> https://chaminade.instructure.com/courses/44997/assignments/464062	
	 <u>Reading03</u> https://chaminade.instructure.com/courses/44997/assignments/464063	
	 <u>Reading04</u> https://chaminade.instructure.com/courses/44997/assignments/464064	
	 <u>Readingcc</u> https://chaminade.instructure.com/courses/44997/assignments/464065	
	 <u>Student Course Evaluation</u> https://chaminade.instructure.com/calendar?event_id=52099&include_contexts=course_44997	
	 <u>Video: Beyond the elements of life</u> https://chaminade.instructure.com/courses/44997/assignments/464066	
	 <u>Video: It takes guts</u> https://chaminade.instructure.com/courses/44997/assignments/464067	