WALTERS STATE COMMUNITY COLLEGE
Course Syllabus

Course: BIOL 1011 – Introductory Biology Lab I
Semester: Fall 2014, Spring 2015, Summer 2015
Instructors:
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E-Mail: Jerry.Wilhoit@ws.edu

Course Supervisor
Dr. Jeff T. Horner, Dean of Natural Science, Office NSCI 126,
Contact: Phone: 423-585-6865, E-Mail: Jeff.Horner@ws.edu
Office Hours: Instructors’ Office Hours are posted on their office doors
FAX: 423-318-2762
Divisional Secretary: 423-585-6865

Required Textbook:
8th edition Biology CD, Lindsey, Rowe, Warren and Strickland. The Laboratory Guide for General Biology I will be posted in eLearn. Students will be expected to print out necessary material.

Catalog Course Description:
Course with laboratory experiments and exercises which correspond to lecture material in BIOL 1010. (Corequisite: BIOL 1010).
1 Credit Hour

Prerequisites: None

Course Outcomes:
The course syllabus is built around a common core. The subject content for the core is shown as learning outcomes which are available on eLearn and on the Biology Home Page at www.ws.edu. (See Attachment A)
Common Core Schedule:
Exercise
1  Using Measurements in the Biology Lab
   Using the Microscope in Biology
3  Organic Chemicals in Cells
4  Diffusion and Osmosis
5  Cell Division
6  Examining How Characteristics are Inherited
   Lab Exam #1
7  Enzyme Activity
8  Plant Organization
9  Photosynthesis and Respiration
   Lab Exam #2
10 Domain Bacteria, Domain Eukarya = Algae, Protozoans and Fungi
11 Domain Eukarya = Bryophytes and Ferns
12 Domain Eukarya – Seed Plants, Gymnosperms and Angiosperms
   Lab Exam #3

General Education Course Designation: Natural Science (1 semester hour)

Instructional and Evaluation Methods:
Three laboratory exams worth 100 points each will be given. The exams will focus on activities and results obtained from the laboratory exercises and assess the achievement of the learning outcomes prescribed for this course. Your attendance is essential to your success. You are required to attend each laboratory session in its entirety; each failure to do so without an acceptable excuse will result in 5 points being subtracted from the overall total points for each laboratory class missed. If you cannot attend your normal laboratory section you may avoid the penalty by arranging in advance to attend a different section that week; however, this requires the advanced consent of both lab instructors. It is your responsibility to make sure your regular lab instructor is aware that you attended a different section.

All lab exams are to be taken as scheduled by the instructor and all must be taken in order to receive a passing grade for the course. If you miss an exam with acceptable justification (e.g. A signed physician’s note explaining why you could not attend.) you must contact your lab instructor within 48 hours to determine if other arrangements to take the exam can be made, otherwise a grade of zero will be given for that exam.

There will be no extra credit assignments.

The Student Can Expect from the Instructor:
1. Email response within 24 hours during the normal work week. Holidays and vacations excluded.
2. Email during the weekend will be answered on Monday.
3. Exams to be graded and returned in a timely manner.
4. Enthusiasm for the subject and encouragement to help you when you need it.
5. A fair grading system with feedback.
6. Learning that ties concepts into the real world around us.
7. Respect for you as a learner.

Grading Scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
<th>Points Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90%</td>
<td>270 – 300 pts</td>
</tr>
<tr>
<td>B</td>
<td>80%</td>
<td>240 – 269 pts</td>
</tr>
<tr>
<td>C</td>
<td>70%</td>
<td>210 – 239 pts</td>
</tr>
<tr>
<td>D</td>
<td>60%</td>
<td>180 – 209 pts</td>
</tr>
<tr>
<td>F</td>
<td>less than 60%</td>
<td>Less than 180 pts</td>
</tr>
</tbody>
</table>

Extra Credit:
Each professor has the option to offer the opportunity to earn up to 10 additional points through the semester. Examples include, but are not limited to, bonus questions on exams, in class quizzes, attending a scientific event, etc. The instructor’s policy will be explained in detail on the first day of class. In no instance will credit be provided for any activity not related to the scope of the course. The aim of the class is to get a solid understanding of anatomy & physiology so that grades reflect our abilities to communicate the material and not a supplementary assignment or task. All students, especially those that feel they are struggling with the material, are strongly encouraged to use office hours, send emails, make appointments for extra help, etc. throughout the semester.

Course Ground Rules:
All students attending Walters State Community College, regardless of the time and location of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes. A copy of the Catalog/Handbook and the Timetable of Classes may be obtained from the admissions office on the main campus or at any of our off-campus sites. You may also access the Catalog/Handbook on-line at the following web address: http://www.ws.edu/catalog

Students should attend the first day of class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class.

Plagiarism, cheating, and other forms of academic dishonesty are prohibited.

Students with disabilities must register with Student Support Services in the Student Services Building, Room U134 (phone 423-585-6892) if they need any special facilities, services, or consideration.

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located in the Student Services Building, Room L107 at phone number 423-585-6920 or 423-798-7982 for the Greenville Campus, 865-286-2787 for the Sevierville Campus, 423-851-4762 for the Claiborne Campus.

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.
Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Admissions and Records Office will not be allowed to remain in class or receive credit for this course.

Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

For information related to the cancellation of classes due to inclement weather, please check the college’s Web site at www.ws.edu or call the college’s student information line, 1-800-225-4770, option 1; InfoConnect, (423) 581-1233, option 1045; the Sevier County Campus, (865) 774-5800, option 7; or the Greeneville/Greene County Center for Higher Education, (423) 798-7940, option 4. Also, please monitor local TV and radio stations for weather-related announcements. For additional information on this policy see the college catalog.

In the event of a pandemic or other college declared critical event that impacts the college’s ability to proceed with academic course activities as planned, the college reserves the right to alter this course plan. In the event of a pandemic or other event, please refer to the college’s home web page, www.ws.edu or call InfoConnect, (423) 581-1233 for further information.

Regular class attendance is a student's obligation. (See the Walters State Catalog/Student Handbook) If for some reason a student misses class, it is his or her responsibility to see the instructor regarding missed assignments and/or activities and to be prepared for the next class. Excessive absences may substantially lower the semester grade. The college requires the instructor to keep accurate records and to report when students are not attending class.

Safety:
1. There will be NO food, drink or tobacco products in the laboratory.
2. NO opened-toe shoes can be worn during lab. You will not be allowed to stay in the laboratory if the lab exercise uses any sort of glassware or chemicals.
3. NO purses, bags or coats on top of the student tables.
4. NO visitors in the laboratory without prior approval of the instructor.

Your Right to Know:
Tennessee Law requires that you are provided notice that some of the laboratory exercises involve contact with chemicals which have been identified with potential health hazards. These chemicals include, but are not limited to: acetone, chloroform, formalin, acids and bases. While every effort has been made to make the materials as safe as possible these chemicals are toxic and you must be responsible for their safe handling. If you feel you may be at a higher risk then normal, if pregnant for example, we recommend you consult your physician.

WSCC Catalog Notification Statement:
All students attending Walters State Community College, regardless of the time and location of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current “Walters State Timetable of Classes.” A copy of the Catalog/Handbook and the “Timetable of Classes” may be obtained from the Admissions Office on the Main campus or at any of our off-campus sites. You may also access the Catalog/Handbook on-line at the following web address: http://www.ws.edu/catalog.
Alternative Teaching Plan
In the event of a pandemic or other college declared critical event, the lead faculty member for this course will use eLearn to communicate with the students. If the lead faculty member is affected by this event, another member from the teaching team will assume instruction for the course. The course will continue utilizing an online format of instruction and testing.

Drop Dates for Current Term

The last day to drop a course or withdraw from the college-full term for Fall 2014 term is November 5, 2014.
The last day to drop a course or withdraw from the college-full term for Spring 2015 term is April 2, 2015.

ATTENTION: The Natural Science faculty members are concerned with proper academic advising of students in ALL Pre-Professional programs. It is our explicit desire to help you with any advising problems you may encounter.