



Biology 1111L - Introductory Biology Laboratory

Course Syllabus – Fall 2010

Individuals with disabilities who need to request accommodations should contact the Disability Services Coordinator, Student Center 214, 678-466-5445, [.disabilityservices@mail.clayton.edu](mailto:disabilityservices@mail.clayton.edu).

Course Description:

Number and Title:

BIOL1111L
Introductory Biology Laboratory

Credit Hours:

1.0 semester credit hours

Catalog Description:

Laboratory accompanying BIOL1111, Introductory Biology I

Course Co-requisite:

BIOL 1111, Introductory Biology I

Note: Due to the co-requisite nature of BIOL 1111L and BIOL 1111, if either course is dropped, the other must also be dropped.

Computer Requirement:

Each CSU student is required to have ready access throughout the semester to a notebook computer that meets faculty-approved hardware and software requirements for the student's academic program. Students will sign a statement attesting to such access. For further information on CSU's Official Notebook Computer Policy, please go to <http://itpchoice.clayton.edu/policy.htm> .

Computer Skill Prerequisites:

- Able to use the Windows™ operating system.
- Able to use the Microsoft Word™ word processing program.
- Able to send and receive e-mail using the Outlook™ or Outlook Express™ program.
- Able to use a Web browser (preferably Microsoft Explorer™).
- Able to print documents either on your home computer's printer or Smart Print (networked printers on campus).
- Must have Acrobat Reader on computer to access lab materials. This program can be obtained for free at the following website:
<http://www.adobe.com/products/acrobat/readstep2.html>

In-class Use of Student Notebook Computers:

- You will be required to use your computer and internet service to access the laboratory manual, which is posted on the web. You will need to access the manual to obtain protocols, lab report sheets, the course syllabus, lab review pages and other important information.
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Program Learning Outcomes:

General Education Outcomes:

The following links provide tabular descriptions of the communications outcome and the critical thinking outcome components (see BIOL1111L in table):

- [Communications outcomes components](#)
 - [Critical thinking outcomes components](#)
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Teacher Education Standards:

The content of this course syllabus correlates to education standards established by national and state education governing agencies, accrediting agencies and learned society/ professional education associations. Please refer to the course correlation matrices located at the following web site:

<http://a-s.clayton.edu/teachered/Standards%20and%20Outcomes.htm>

Course Learning Outcomes:

Upon completion of this course, students will be able to:

- Make observations and to follow the scientific method in biology.
 - Use a microscope and other tools used in biological investigations.
 - Have a better understanding of biological principles learned in the lecture portion of the course.
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Term:

Fall Semester 2010

Instructor Information:

Dr. Samantha R. Fowler (CRN 87038)

Office: A-14C

Phone: 678-466-4816

e-mail: SamanthaFowler@clayton.edu

Internet address: <http://a-s.clayton.edu/sfowler4/SamanthaFowler.default.htm>

Office Hours: <http://a-s.clayton.edu/sfowler4/schedule.htm>

Dr. Jackie Jordan (CRN 87035, 87046)

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Office hours: <http://a-s.clayton.edu/jordan/Schedule.htm>

Dr. Fran Norflus (CRN 87044)

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Dr. Paul Melvin (CRN 88459)

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Email: PaulMelvin@mail.clayton.edu

Internet: <http://a-s.clayton.edu/pmelvin/pmelvin.htm>

Office hours: <http://a-s.clayton.edu/pmelvin/Schedules/schedule.htm>

Dr. Diane Day (CRN 87037, 87039, 87041, 87043, 87045)
Office: TBA
Phone: TBA
Email: TBA
Internet: TBA
Office hours: TBA

Class Meetings: All labs are held in the Business & Health Science Bldg.

*******IMPORTANT NOTE***** Labs will be conducted online until the BHS building is reopened. Please check your student email and/or GA View for further information from your instructor**

CRN	Day	Times	Room	Instructor
87035	Tuesday	6:30 – 8:20 PM	C-29	Jordan
88459	Wednesday	1:00 – 1:50 PM	C-29	Melvin
87041	Wednesday	3:00 – 4:50 PM	C-29	Day
87043	Thursday	9:15 – 11:05 AM	C-29	Day
87044	Thursday	12:45 – 2:35 PM	C-29	Norflus
87045	Thursday	3:00 – 4:50 PM	C-29	Day
87046	Thursday	6:30 – 8:20 PM	C-29	Jordan
87037	Friday	9:00 – 10:50 AM	C-29	Day
87038	Friday	11:00 AM – 12:50 PM	C-29	Fowler
87039	Friday	1:00 – 2:50 PM	C-29	Day

Textbook Information:

There is no textbook for this course. You will be using an on-line lab manual written by CSU faculty. You can access the manual at <http://a-s.clayton.edu/biology/BiologyLabManual/Labmanualmenu.htm>

Recommended supplies:

It is recommended that you bring colored pencils/markers to class because a number of laboratories require you to make a graph of the data.

Evaluation:

item	points
2 lab practical examinations @ 50 points	100
5 - 10 report sheets @ 5 or 10 points each	50
quizzes and assignments	50
Total	200

Grading:

Your final **grade** will be determined as follows:

grade	point range	percentage range
A	180-200	90 - 100%
B	160-179	80 - 89%
C	140-159	70 - 79%
D	120-139	60 - 69%
F	Below 120	below 60%

Course Schedule:

Tentative Lab Schedule--any changes will be announced:

Week of	Laboratory	Lab
August 16	No Lab This Week	
August 23	Introduction to the Lab Laboratory Safety	
August 30	Laboratory Measurements	Lab 2
September 6	Scientific Method Lab 1	Lab 1
September 13	Biological Chemistry Lab	Lab 3
September 20	Microscope Lab	Lab 4
September 27	Osmosis and Membrane Transport Lab	Lab 5
October 4	Lab Practical I (Labs 1 - 5)	
	Friday October 8th: LAST DAY TO DROP WITHOUT ACADEMIC PENALTY	
October 11	Enzymes Lab	Lab 6
October 18	Fermentation Lab	Lab 7
October 25	Photosynthesis Lab	Lab 8
November 1	Cellular Reproduction (Mitosis and Meiosis)	Lab 9
November 8	Genetics Problems and Punnett Squares	Lab 10
November 15	Lab Practical II (Labs 6 - 10)	

Mid-term Progress Report

Due to the relatively small number of laboratory reports that will have been returned by mid-term, no mid-term grade will be reported for this course. Students making unsatisfactory progress will be contacted individually by the instructor before mid-term.

You do not need to attend lab after practical II.

Course Policies:

Students must abide by policies in the [Clayton State University Student Handbook](#), and the [Basic Undergraduate Student Responsibilities](#).

Prompt attendance is required for all laboratory periods. Any absence must be accompanied by a written excuse from a doctor or other competent authority. You must bring the excuse within one week of the absence. Without a valid excuse, a grade of zero points will be assigned for the missed laboratory and quiz, if applicable. Missed laboratories cannot be made up. If a valid excuse is provided, the missed laboratory will not count in calculating the course grade. This means that other laboratory reports will be responsible for a greater weight in determining the course final grade.

Quizzes and lab practicals begin at the start of class, and there are no make-ups. Missing a quiz due to tardiness will be handled in the same manner as if the student were absent.

- You must come prepared for each lab. Make sure you read the material before coming to class. Quizzes will be given over the reading material at the discretion of the instructor.
- The lab assignments are due at the end of each lab. Try to answer as many questions as you can in the lab manual before coming to class. You will have only 2 hours to complete the lab and answer all the questions for your lab assignment. You will need to get a head start.

In most laboratories you will be working as part of a lab group. You are expected to collaborate freely and participate in the work of the group. You may discuss any aspect of the lab with other members of your lab group or of the lab section. You are encouraged to compare results with your lab partners and to discuss possible sources of error. However, the laboratory report is INDIVIDUAL work. You may not copy the work of any other person. You may not copy files, diagrams or text from any other person.

Laptop computers will not be used during lab. You will need internet access to download and print the lab protocol and worksheet before each class meeting.

Cell phone use during class is disrespectful and distracting to the instructor and other students. Any student using their cell phone during class (ringing, talking, or sending/receiving text messages) may be asked to leave the class and forfeit his or her lab grade for that week. It is suggested you switch your phone to the off position before class begins.

No form of academic dishonesty will be tolerated in this class. Any type of activity that is considered dishonest by reasonable standards may constitute academic misconduct. The most common forms of academic misconduct are cheating and plagiarism. All instances of academic dishonesty will result in a MINIMUM penalty of a grade of zero for the work involved. All instances of academic dishonesty will be reported to the office Student Life/Judicial Affairs. Judicial procedures are described at <http://adminservices.clayton.edu/judicial/>

Behavior which disrupts the teaching–learning process during class activities will not be tolerated. While a variety of behaviors can be disruptive in a classroom setting, more serious examples include belligerent, abusive, profane, and/or threatening behavior. A student who fails to respond to reasonable faculty direction regarding classroom behavior and/or behavior while participating in classroom activities may be dismissed from class. A student who is dismissed is entitled to due process and will be afforded such rights as soon as possible following dismissal. If found in violation, a student may be administratively withdrawn and may receive a grade of WF. Please refer to <http://a-s.clayton.edu/DisruptiveClassroomBehavior.htm> for more information.

VERY IMPORTANT

- No make-up practicals or quizzes will be given.
- If you have a valid excuse and you miss a regular lab (i.e. one in which a lab practical is not given) then the lab report and/or quiz that corresponds to that lab will not be counted in the final grade. Remember, you must have a proper excuse.
- If you have a valid excuse and you miss a practical you have 2 options. It is ultimately up to your instructor, which option is most applicable to your situation. PLEASE discuss it with your instructor.
 1. You can take the practical in another lab section if you have permission from your lab instructor and the instructor of the lab you wish to attend. This may not be possible if all other lab sections are full. Please make arrangements in a timely manner.
 2. You can forfeit taking the practical and the other practical will count double. For instance, if you miss lab practical one, have a valid excuse and are unable to take the practical in another lab section then when you take lab practical 2 it will count as 100 points rather than the normal 50 points. **YOU WILL BE UNABLE TO MISS MORE THAN 1 PRACTICAL REGARDLESS OF THE EXCUSE. MISSING MORE THAN ONE PRACTICAL IS CONSIDERED UNREASONABLE SINCE THE PRACTICALS ACCOUNT FOR THE MAJORITY OF YOUR GRADE. YOU WILL BE ASKED TO CONSIDER A HARDSHIP WITHDRAWAL IF THIS OCCURS.**

- BIOL 1111 and BIOL 1111L are co-requisite courses which must be taken together. Dropping only one of these courses during the semester is not permitted. Any exceptions to this policy must be approved by Dr. Michelle Furlong, Natural Sciences Department Head.
- No smoking, eating or drinking is permitted at any time in the laboratory room.
- You will be taught the proper safety procedure. If the instructor discovers that you are not handling the laboratory equipment responsibly and safely he/she has the right to ask you to leave the lab ASAP, which means you will be unable to turn in your report sheet or make up that particular lab for that week and 0 points will be given for that assignment.

Last update: Aug. 9, 2010
