

# BIOL 1306: Biology for Science Majors I

Class: 3 Semester Credit Hours

BIOL 1306 Online

# BIOL 1106: Biology for Science Majors I Lab

Lab: 1 Semester Credit Hours

BIOL 1106 Online

Clarendon College

Division of Science and Health

**Course Syllabus Fall Mini 2024**

**Instructor:** Mrs. Rachel Randall

**E-mail:** [rachel.randall@clarendoncollege.edu](mailto:rachel.randall@clarendoncollege.edu)

**Virtual Office Hours:** Contact me through email or Open LMS to set up zoom meetings or phone call

**The “Messages” feature within the online platform is the main method you should use to contact me.** I will make every effort to check the course website every weekday and respond to your message requests within 24 hours on business days.

## **Instructor's Plan for Regular and Substantive Interaction**

The student can expect timely and frequent interaction with the instructor throughout the course. Each assignment will have a due date on the calendar, syllabus link, or within the module. The instructor will communicate with the student using email, announcements, discussions, assignments, office hours, and/or virtual Zoom meetings. The student can expect instructor-initiated posts, replies, and/ or follow-up questions on discussion boards, individualized feedback on assignments, live Zoom discussions or meetings, and/or announcements focused on the course content. The instructor will respond to learner inquiries or requests for assistance within two business days and provide feedback on assignments within 7 days of the due date.

**Online Course website:** This online course uses Open LMS as its online course management program. All instructions, tutorials, exams, and assignments are provided through your Open LMS course. All assignments must be submitted there. Due dates for all assignments are listed in the “Course Schedule” at the course website. Most communication between you and your instructor and fellow classmates will be handled in the online platform through the “Messages” feature and discussion forums. You will be able to log into the course website once you have officially registered for the course and once you have been added to the course website. The course website will become available to you by the first day of the semester. If you register late, you will generally have access to the course within 24 hours after you register. In order to be successful in completing BIOL 1306, a 3-credit hour course, and BIOL 1106, a 1-credit hour course, you should plan to spend between 28-38 hours per week on the courses.

The information explaining how to log into your course website can be obtained by going to [Clarendon College's](#) home page and clicking on the drop-down menu **Portal Login** then clicking on Online Classes. On that page, click on the link [“Click here to login to Online Courses.”](#) **If you have any difficulty logging in, email our help desk at:** [administrator@clarendoncollege.edu](mailto:administrator@clarendoncollege.edu)

## **Required Enrollment Verification Activity**

This activity is a “Course Contract” that explains you understand and will abide by my class policies as explained in the syllabus. It is located in the Class Orientation section of your course.

Students who fail to complete the Syllabus Agreement EVA (Enrollment Verification Activity) by the official census date may not be able to continue in the course. This could result in an F for the course and forfeiture of Financial Aid. The census date for this term can be found on the Academic Calendar located at the Inside CC link on Clarendon College's home page.

**BIOL 1306 Course Description:** Fundamental principles of living organisms will be studied, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Concepts of cytology, reproduction, genetics, and scientific reasoning are included.

**Co-requisite:** BIOL 1106 Biology for Science Majors I Lab

**BIOL 1106 Course Description:** This laboratory-based course accompanies BIOL 1306, Biology for Science Majors I. Laboratory activities will reinforce the fundamental principles of living organisms, including physical and chemical properties of life, organization, function, evolutionary adaptation, and classification. Study and examination of the

concepts of cytology, reproduction, genetics and scientific reasoning are included.

**Pre-/Co-requisite:** BIOL 1306 Biology for Science Majors I

**Statement of Purpose:** Biology for Science Majors I partially satisfies the requirements for the Associates Degree at Clarendon College and is designed for transfer to a senior college.

**Required Instructional Materials Supplies:** This course has a required textbook that is available online at no cost to students. The labs require materials that can be purchased at a grocery and/or variety store.

**Required Text** Biology 2e textbook authored and published by OpenStax College (License: [CC-BY 4.0](https://creativecommons.org/licenses/by/4.0/)). **You are responsible for reading the Text.** You can access and/or download the textbook material at <https://openstax.org/details/books/biology-2e>.

**You do not have to print the textbook as it is available as an e- text on the OpenStax website and available via hyperlinks from Open LMS.**

**Methods of Instruction:** This course will utilize readings, PowerPoint presentations, forum discussions, audio-visual materials, and lab instruction.

**Student Rights and Responsibilities:** Student Rights and Responsibilities are listed on the College website at: <http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf>

In accordance with recommendations from the Texas Higher Education Coordinating Board, all life and physical science courses at Clarendon College will address the following core objectives:

- **Critical Thinking Skills** – including creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication Skills** – including effective written, oral, and visual communication.
- **Empirical and Quantitative Skills** – including application of scientific and mathematical concepts.
- **Teamwork** – including the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

Specific **Student Learning Outcomes** for the class and lab can be viewed from the THECB website at this link:

<https://reportcenter.highered.texas.gov/training-materials/lower-division-academic-course-guide-spring-21/>

#### **Course Expectations:**

- You may expect a response time from me of a day (24hrs) on business days for messages or email, and perhaps two to three days for Forum grades.
- Etiquette expectations (netiquette) for all types of communication: You are expected to take responsibility in helping to maintain a classroom environment that is conducive to learning. Please be polite and maintain a professional tone in your writing. NO abusive language will be tolerated in this course.

**Computer/Technology Requirement:** This course uses a variety of web resources that require a good Internet connection and an up-to-date browser. The course will have its best appearance and functionality utilizing Mozilla Firefox. Note: If you use your iPad or iPhone to work in this course, download and use Mozilla Firefox to access the course instead of using Safari as your internet browser. Note: To use your **mobile device**, install the **Open LMS app**. Some activities cannot be completed on a mobile device.

You must have the following programs on your computer in order to use and complete these online courses:

- Adobe Reader (to view the PDF type of documents)
- Latest version of one of these internet browsers on your computer: **Mozilla Firefox, Google Chrome, or Microsoft Edge.**
- You must also have access to the **Microsoft Office** program that contains Microsoft Word to view some documents and PowerPoint to view some slideshows. (If you don't already have it on your computer, you can download the free Microsoft 365 available through Clarendon College. Click [these instructions](#) for help downloading it as well as accessing your Bulldogs email.)

**Grading Policies:** You will receive one letter grade for BIOL 1306 and one letter grade for BIOL 1106. Those grades come from the components described below. **Student grades and course averages are viewable in Open LMS by clicking on the “Course Dashboard” and then clicking on the “Gradebook” in Open LMS. All graded activities /discussions/quizzes for BIOL 1306 and BIOL 1106 must be completed and/or submitted in the Open LMS learning platform.**

#### **BIOL 1306: Biology for Science Majors I Class**

1. **Required Enrollment Verification Activity (EVA):** Required Enrollment Verification Activity  
This activity is a “Course Contract” that explains you understand and will abide by my class policies as

explained in the syllabus. It is located in the Class Orientation section of your course.

Students who fail to complete the Syllabus Agreement EVA (Enrollment Verification Activity) by the official census date may not be able to continue in the course. This could result in an F for the course and forfeiture of Financial Aid. The census date for this term can be found on the Academic Calendar located at the Inside CC link on Clarendon College's home page.

2. **Chapter quizzes and assignments will count as 60%** of your final course grade. Each chapter has at least one quiz. BEFORE you attempt the quiz:
  - a. Be sure to read the e-text chapter thoroughly.
  - b. You may find it helpful to review the included PowerPoints as well as class notes that accompany the chapters.
  - c. Be certain to complete the discussion or activity for that chapter.
  - d. You will only have one attempt for each chapter quiz. Once you begin the quiz, you must complete it within the allotted time.
  - e. No quiz grades will be dropped.
  
3. **Class exams will count as 40%** of your final course grade.
  - a. The exams will utilize a variety of question formats (objective, matching, multiple choice, true/false, etc.)
  - b. You will only have one attempt for each exam. Once you begin the exam, you must complete it within the allotted time.
  - c. All class exams, including the final, will be weighted equally.
  - d. Each exam covers the material covered since the last exam (not comprehensive).
  - e. No exam grades will be dropped.

### **BIOL 1106: Biology for Science Majors I Lab**

#### 1. **Required Enrollment Verification Activity**

This activity is a "Course Contract" that explains you understand and will abide by my class policies as explained in the syllabus. It is located in the Class Orientation section of your course.

Students who fail to complete the Syllabus Agreement EVA (Enrollment Verification Activity) by the official census date may not be able to continue in the course. This could result in an F for the course and forfeiture of Financial Aid. The census date for this term can be found on the Academic Calendar located at the Inside CC link on Clarendon College's home page.

2. **Lab quizzes and assignments will count as 60%** of your final lab grade.
  - a. There will be **One Attempt** per quiz. Even though these quizzes are open notes; it would be to your advantage to watch the Video, read the Lab Exercise, and perform any required lab activities before taking the quiz.
  
3. **Lab exams will count as 40%** of your final lab grade.
  - a. You will take a midterm and a final lab exam.
  - b. These exams are equally weighted and non-comprehensive.
  - c. You will only have **One Attempt** on the lab exams. **Neither one will be dropped.** They are closed book. Grading Scale for the class and lab:

<u>Letter Grade</u>	<u>Numeric Grade</u>
A	90-100
B	80-89
C	70-79
D	60-69
F	59 and below

#### **Your official final course grade will appear in your Student Portal.**

Grades earned for each graded activity will be available in Open LMS. However, in your Open LMS gradebook, assume that any activity you did not complete is a zero, even if a hyphen appears beside the activity in the gradebook. The current course average shown in the Open LMS gradebook will not be correct until I have replaced the hyphens with zero.

## **Academic Integrity Policy: An Excerpt from Clarendon College's Student Handbook**

Clarendon College is committed to a philosophy of honesty and academic integrity. It is the responsibility of all members of the Clarendon College community to maintain academic integrity at Clarendon College by refusing to participate in or tolerate academic dishonesty. Any act of academic dishonesty will be regarded by the faculty and administration as a serious offense.

Be certain to review the Student Academic Integrity and Classroom Ethics policies in your Student Handbook. You are responsible for both knowing and adhering to these policies. You may access the Student Handbook at this link:

<https://www.clarendoncollege.edu/resources/student%20services/2018-2019%20student%20handbook.pdf>

### **Class Policies for 1306 and 1106:**

1. **Online Attendance Policy:** Regular attendance is mandatory in all online courses. Specific activities will be identified each week or during each chapter that must be completed in order for students to be considered "in attendance." Failure to complete these assignments can result in forfeiture of Financial Aid and failure of the class. For this course, I will submit an attendance report each Monday morning and on the census date. Students who are following the online attendance policy and participating in the weekly highlighted assignments on the course schedule are marked "present."
2. **Make-up work:** Late will not be accepted unless the missed assignment is due to an emergency (with documentation). Allowing a student to make up late work is solely at the discretion of the instructor.
3. **Final Exam:** Students must take a final for each of their academic courses. The schedule of final exam times is published at the beginning of the semester. I will not give any early finals except in extreme emergencies after students have provided documentation of said emergency. The final exam will be **open from 12:01 a.m. CDST on January 12, 2025, through 11:59 p.m. CST on January 15, 2025.** **\*\*Because grades must be posted to transcripts, this deadline absolutely cannot be extended. Be sure that you do not miss taking these exams during the specified time.\*\***
4. **Scholastic Honesty:** I adhere to a strict policy regarding academic honesty. Anyone who is dishonest in any way will receive a zero on that assignment or exam with no opportunity to make up the zero and may be dropped from the course with a grade of F.
5. **Grievance Policy:** If you have a dispute concerning your grade or policies in this class, it is the student's responsibility to contact the instructor to discuss the matter. Should things remain unresolved, please follow the procedures described in the Clarendon College Student Handbook or College Policy Manual.
6. **Accommodations:** REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT: In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874- 4837 / [janean.reish@clarendoncollege.edu](mailto:janean.reish@clarendoncollege.edu) or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.
7. **Nondiscrimination Policy:** Clarendon College, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status.

It is the policy of Clarendon College not to discriminate based on gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation. Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.

8. **Withdrawal:** If you decide that you are unable to complete this course or that it will be impossible to complete the course with a passing grade, you may drop the course and receive a "W" on your transcript instead. (The last day to drop a course is available on the Academic Calendar, located at the Student link on the Clarendon College website.) Withdrawal from a course is a formal procedure that you must initiate. If you do not go through the formal withdrawal procedure, you will receive whatever grade you have earned. Whether to drop a class or not requires a lot of thought. According to Texas state law a student is only allowed to drop the same class twice before he/she will be charged triple the tuition amount for taking the class a third time or more. Furthermore, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After the 6<sup>th</sup> dropped class, he/she will no longer be able to withdraw from any classes.

**The last day to withdraw from this course with a "W" is Monday, January 6, 2025**

**Course Outline Fall Mini 2024 ( Dec 18th – Jan15th)**

	CLASS and LAB TOPICS Yellow highlighted – used for attendance
	WEEK 1 ( DEC 18 – DEC 20 )
<b>Due Friday Dec 20th</b>	<p>Classes start Wednesday, December 20 – it is important to log in to the course immediately so I can count you present for the college's records</p> <p>Thurs., Dec 19th - last day to last day to register and add/drop</p> <p>Friday, Dec 20th – Census Day - Final day to submit EVA</p> <p>Syllabus and Quick Links            Keys to success in this course            Unit 1 - Class Orientation &amp; Required EVA            *Verify Identity (attendance )            Unit 2 - Introduction to Biology (Chapters 1 and 2)</p>
<b>Due Friday Dec 20th</b>	<p><b>Lab:</b>            Syllabus and Quick Links            Start Here: Class Orientation &amp; Required EVA            *Verify Identity (attendance )</p>
	WEEK 2 ( DEC 21 – DEC 27 )
<b>Due Thursday Dec 26th</b>	<p>Unit 3 - Chemistry of Life &amp; Biological Macromolecules (Chapters 2 and 3)            Unit 4 - Cells and Plasma Membranes (Chapter 4 and 5)            *Discussion - Tonicity in Cells (attendance)            Unit 5 - Cell Reproduction (Chapter 10)</p>
<b>Due Friday Dec 27th</b>	<p><b>Lab: Due Friday Dec 27th</b>            Microscopy &amp; Scientific Method            Prokaryotic Vs Eukaryotic            Cell Anatomy &amp; Plasma Membrane            Mitosis            *Mitosis Mover (Attendance)</p> <hr/> <p><b>** Exam 1 (Chpt 1-5 and 10) Due Friday Dec 27th</b></p>
	WEEK 3 (DEC 28 – JAN 2 )
<b>Due Wednesday Jan 1</b>	<p>Unit 6 - Metabolism and Cellular Respiration (Chapters 6 and 7) Cellular Respiration (attendance)            Unit 7 - Photosynthesis (Chapter 8)</p>
<b>Due Thursday Jan 2nd</b>	<p><b>Lab: Due Thursday Jan 2nd</b>            Cellular Respiration            Photosynthesis (Attendance)</p> <hr/> <p><b>** Exam 2 (Chpt 6-8) Due Thursday Jan 2nd</b></p>

<b>WEEK 4 ( JAN 3 - JAN 8 )</b>	
<p><b>Due Tuesday Jan 7th</b></p> <hr/> <p><b>Due Wednesday Jan 8th</b></p>	<p>Unit 8 - Meiosis and Sexual Reproduction (Chapter 11)  <b>*Discussion - Meiosis and Sexual Reproduction (attendance)</b>  Unit 9 - Mendel's Experiments and Heredity (Chapter 12)  Unit 10 - Modern Understandings of Inheritance (Chapter 13)</p> <hr/> <p><b>Lab: Due Wednesday Jan 8th</b></p> <p>Meiosis  Mendelian Genetics  <b>*Quiz 12 Mendel's Laws (Attendance)</b>  Midterm Lab Practical (Exam)</p> <hr/> <p><b>** Exam 3 (Chpt 11-13) Due Wednesday Jan 8th</b></p>
<b>WEEK 5 ( JAN 9 - JAN 13 )</b>	
<p><b>Due Monday Jan 13</b></p> <hr/> <p><b>Due Tuesday Jan 14th</b></p> <hr/> <p><b>Due Tuesday Jan 14th</b></p>	<p>Unit 11- DNA Structure and Function (Chapter 14)  Unit 12 - Genes and Proteins (Chapter 15)  Unit 13 - Biotechnology and Genomics (Chapter 17)  Unit 14 - Evolutionary Processes (Chapter 18)  Unit 15 - Viruses (Chapter 21)  <b>*Quiz 19</b></p> <hr/> <p><b>Lab: Due Tuesday Jan 14th</b></p> <p>DNA  <b>*Protein Synthesis Race (Attendance)</b>  Genetic Engineering  Population Genetics  Evidence for Evolution  Dichotomous Keys</p> <hr/> <p><b>** Exam 4 (Chpt 14, 15, and 17) Due Tuesday Jan 14th</b></p>
<b>FINAL EXAM ( JAN 14 - JAN 15 )</b>	
<p><b>Due WEDNESDAY JAN 15</b></p>	<p><b>**Final Exam – Chapters 18 and 21</b></p> <p><b>Lab Practical - THE BIOCHEMICAL EVIDENCE INTERACTIVE</b></p> <p><b>THIS IS DUE NO LATER THAN WEDNESDAY, January 15th at 11:59 p.m. CST</b></p>