



WACO, TEXAS

**COURSE SYLLABUS
AND
INSTRUCTOR PLAN**

BIOLOGY FOR NON-SCIENCE MAJORS 1

BIOL 1408 _87

MICHELLE RAPIER

NOTE: This is a 16-week course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

BIOLOGY FOR NON-SCIENCE MAJORS I

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Course Description:

Provides a survey of biological principles with an emphasis on humans, including chemistry of life, cells, structure, function, and reproduction.

Prerequisites and/or Corequisites:

None

Course Notes and Instructor Recommendations:

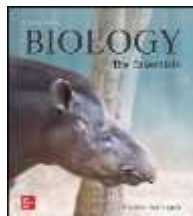
None

Instructor Information:

Instructor Name: Michelle D. Rapier
MCC E-mail: mrapier@mclennan.edu
Office Phone Number: 254-299-8142
Office Location: SB124
Office hours: by appointment via online chat

Required Text & Materials:

Title: Biology: The Essentials, 4th ed.
Author: Hoefnagels
Publisher: McGraw Hill
Lab material: Connect Learn Smart/ Learn Smart Labs (included in tuition fees)



If you opt out of Inclusive Access

ISBN: 9781265342227 (Digital edition)

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

Evaluation of Students: Discussion board, quizzes, online assignments and/or projects will be administered throughout the course of the semester. In addition, unit examinations will be given.

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Course Objectives and/or Competencies:

Biology 1408 is an introductory course designed to introduce various topics in the natural sciences. They include the scientific method and characteristics of life, chemical and molecular concepts, cellular basis of life, respiration and photosynthetic metabolic processes, control mechanisms, cell and organismal reproduction and developmental stages, evolution and ecology. At the end of this course, the student should be able to:

1. Distinguish between prokaryotic, eukaryotic, plant and animal cells, and identify major cell structures.
2. Identify stages of the cell cycle, mitosis (plant and animal), and meiosis.
3. Interpret results from cell physiology experiments involving movement across membranes, enzymes, photosynthesis, and cellular respiration.
4. Apply genetic principles to predict the outcome of genetic crosses and statistically analyze results.
5. Describe karyotyping, pedigrees, and biotechnology and provide an example of the uses of each.
6. Identify parts of a DNA molecule, and describe replication, transcription, and translation.
7. Analyze evidence for evolution and natural selection.
8. Apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.
9. Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.
10. Communicate effectively the results of scientific investigations.

Course Outline or Schedule:

While not anticipated, the schedule may be subject to change. Any changes will be communicated to the student through Brightspace announcements. At the start of the semester, please verify your Brightspace notification settings to ensure that all announcements get forwarded to your MCC email account.

1408 Biology for Non-majors I **Fall semester 2022**

<u>Date</u>	<u>Module</u>	<u>Chapter</u>
<u>Unit #1: Cells</u>		
<u>Week 1 (8/22-8/28)</u>	Module #1 - Scientific study of life	1

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Week 2 (8/29-9/4)

Module #2 - Chemistry of life 2

Week 3 (9/5-9/11)

Module #3 - Cells 3

Unit #2: Energy

Week 4 (9/12-9/18)

Module #4 - Energy of life 4

Week 5 (9/19-9/25)

Module #5 -Photosynthesis 5

Week 6 (9/26-10/2)

Module #6 -How cells release energy 6

Unit #3: Genetics

Midterm Exam

Week 7 (10/3-10/9)

Module #7 - DNA structure and gene function 7

Week 8 (10/10-10/16)

Module #8 - DNA replication and cell division 8

Week 9 (10/17-10/23)

Module #9 - Sexual reproduction and meiosis 9

October 25th

Last day for student initiated drop

Week 10 (10/24-10/30) &

Week 11 (10/31-11/6)

Module #10 - Patterns of heredity 10

Unit #4: Evolution

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<u>Week 12</u> (11/7-11/13)	Module #11 -Forces of evolutionary change	12
<u>Week 13</u> (11/14-11/20)	Module #12 - Speciation and Extinction	14
<u>Week 14</u> (11/21-11/27)	Module #13 - Evolution and Diversity of Animals	17
<u>Week 15</u> (11/28-12/2)	Module #14 - Last week	

Wednesday, December 7th

Final exam

Course Grading Information:

Final grades will be determined by the following guidelines:

Unit quizzes	30%	A > 90%
Assignments	50%	B 80% – 89%
Unit exams	20%	C 70% – 79%
		D 60% – 69%
		F < 60%

Cheating is not tolerated in this class! This includes copying answers from another students paper, turning in work that is not your own or copying anything from another source without appropriate credit given to the author by including quotation marks and references. Suspected cheating on a class assignment will result in an appropriate disciplinary action including, but not limited to receiving a “0” on that assignment or receiving an “F” in the class. Further disciplinary action within the college may also be warranted.

Late Work, Attendance, and Make Up Work Policies:

The following guidelines will prevail if a student fails to complete an assignment before the completion date, and requests to make up the assignment.

1. The student must send me a message within **12** hours after the completion date and time requesting to make up the assignment.
2. The message must detail why the student failed to complete the assignment on time.
3. After receiving the request I will consider giving extra time based on each request.
4. If the make-up request is granted the student will have two **(2)** days to complete the missed assignment.
5. The student completing the make-up will have **10%** deducted from their final grade on a quiz/exam or **10%** grade deduction for each day late on an assignment.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom /online decorum that includes respect for other students and the instructor, prompt and regular participation, and an attitude that seeks to take full advantage of the education opportunity

[Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.



ACADEMIC RESOURCES/POLICIES

Accommodations/ADA Statement:

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Minimum System Requirements to Utilize MCC's D2L|Brightspace:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to www.mclennan.edu/student-email.

Instructional Uses of Email:

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

Forwarding Emails:

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email helpdesk@mclennan.edu.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.