



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

Biology for Non-Science Majors I

BIOL - 1408 – B075

Donna Ewing

NOTE: This is a 16-week course.

NOTE: This is a Blended/Hybrid course.

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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

Instructor Information:

Instructor Name: Donna Ewing

MCC E-mail: dewing@mclennan.edu

Office Phone Number: Please contact through email

Office Location: Science Building 243

Office/Teacher Conference Hours: To serve you better, I will be at the ESEC 30 minutes before and after class and will meet you by appointment otherwise.

Other Instruction Information: Contact me through my MCC email- dewing@mclennan.edu. I check email regularly. Do not call my office. I do not check the phone. Do not contact through Brightspace.

Evenings and weekends I check less regularly. Please give 24-48 hours for a response.

Required Text & Materials:

Check in class first!

You have inclusive access which means you have access DAY 1 to your book and materials. It is included in the cost of class. No additional purchase required.

Student must have consistent access to computer/laptop/tablet with reliable internet access.

There are places on campus that have internet access in the parking lots and Target and library parking lots are said to have good internet access.

Learning Commons on main campus has computers
as well at the ESEC

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

Methods of Teaching and Learning:

Methods of teaching and learning include learning assignments, online videos and presentations, online laboratory exercises, written papers, weekly mini-tests, weekly online assignments, exams, and research assignments.

Learning outcomes:

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.

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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:

Biology 1408
General Biology
Fall Semester 2023

<u>Date</u>	<u>Week 1</u>	<u>Chapter</u>	
21-Aug	Welcome		
23-Aug	Study of Life	1	
	<u>Week 2</u>		
28-Aug	Chemistry of Life	2	
30-Aug	Cells	3	
			Last day to drop before Census date 9/5
	<u>Week 3</u>		

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4-Sep	Labor Day		
6-Sep	OUTSIDE ASSIGNMENT		
	<u>Week 4</u>		
11-Sep	Cells/Test Review		
Do on your own time	EXAM #1 Ch 1-3	TBD	
	<u>Week 5</u>		
18-Sep	Energy of Life	4	
9/20/2023			
	<u>Week 6</u>		
25-Sep	Photosynthesis	5	
27-Sep	Group Paper		Group Paper
	<u>Week 7</u>		
2-Oct	How cells release energy	6	
4-Oct			
	<u>Week 8</u>		
9-Oct	Review		
11-Oct	EXAM #2 Ch 4-6		
	<u>Week 9</u>		
16-Oct	DNA Structure	7	
18-Oct			

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	<u>Week 10</u>		10/24-Last Day Student Initiated Withdraw al
23-Oct	Mitosis	8	
25-Oct	Individual Paper Due		
	<u>Week 11</u>		
30-Oct	Meiosis	9	
1-Nov	Exam #3		
	<u>Week 12</u>		
6-Nov	Genetics	10	
8-Nov			
	<u>Week 13</u>		
13-Nov	Review		
15-Nov	Exam #4 Chapters 10-11		
	<u>Week 14</u>		
22-Nov			
25-Nov	Thanksgiving		
	<u>Week 15</u>		
29-Nov	Summary/Review		
12/1/2018	Last Day of Class		
	FINAL EXAM - To be Announced		
	Subject to change- updates In Brightspace		

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Exams -			500 pts
Labs			100 pts
Papers			200 pts
Homework Quizzes			200 pts
	900+ points- A		
	800-899- B		
	700-799- C		
	600- 699- D		
	599 or below- F		

Late Work, Attendance, and Make Up Work Policies:

In college, zeroes will be given for work not done including homework, labs, quizzes and exams. Late work will only be accepted with permission. You need to talk to instructor about arrangements. Failure to complete an exam is not acceptable. If an emergency happens, contact instructor ASAP.

Always talk to the instructor about any issues with classwork. Our goal is to help you succeed. Reach out before/after class or by email. Please put class name and section on the subject line.

[Click Here for the MCC Attendance/Absences Policy](#)

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

Course Attendance/Participation Guidelines:

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

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Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

Student Behavior

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. Per the Highlander Guide.

- *In class, students will be quiet while the instructor is speaking. If you have a question, please raise your hand. Talking with other students during lecture is not allowed.*
- *Your phone needs to be put away and on silent. The only exception is a parent who might need to be contacted by the school or daycare. Please have it on silent, face down on the table.*
- *Showing up on time shows respect for the class, the instructor, and your classmates. It is also essential in your future health care programs.*
- *Best practices include using the restroom before class and during breaks. If you walk out of the room, you will miss something important.*
- *Leaving class before class is dismissed is at your own risk. Important information is being covered and occasionally an extra credit opportunity only for those in the room.*

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· *Lab time is essential. During this time you are working with the models, learning to identify features. Often working with the group at your table can be valuable time to incorporate this information. I discourage leaving lab early.*

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Please inform your jobs of your school schedule.

[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.

Updated 07/18/2023



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 2542998122 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 acting Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center 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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email (ast@mclennan.edu) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>).

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing crew@mclennan.edu or a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg. Both the Completion Center and Paulanne's 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. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

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

Go to <https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/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/studentemail.

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](#)
- [Email Setup for Androids](#)

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.