Updated 07/18/2023

MCLENNAN COMMUNITY COLLEGE

WACO, TEXAS

COURSE SYLLABUS
AND
INSTRUCTOR PLAN

BIOLOGY FOR NON-SCIENCE MAJORS 1
BIOL 1408 _W082
MICHELLE RAPIER

NOTE: This is a 16-week course.
NOTE: This is an Online course.

BIOLOGY FOR NON-SCIENCE MAJORS 1

BIOL 1408 _W082

Course Description:

This is a laboratory-based course, Biology for Non-Science Majors I. Laboratory activities will reinforce 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

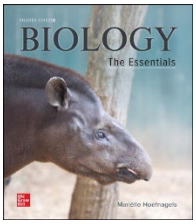
Instructor Information:

Instructor Name: Michelle D. Rapier
MCC E-mail: mrapier@mclennan.edu
Office Phone Number: 254-299-8142
Office Location: SB124
Office hours: (In office or via online chat)

M/W 9:00-10:30, but to ensure that I am in office at your desired time, please email me (through BS) to set up an appointment.

Required Text & Materials:

Title: Biology: The Essentials, 4th ed.
Author: Hoefnagels
Publisher: McGraw Hill
Lab material: Connect Learn Smart/ Learn Smart Labs (included in tutition 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 using tutorial software, and/or projects will be administered throughout the course of the semester. In addition, unit examinations will be given.

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. Upon successful completion of this course, students will:

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

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.

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

As we are meeting in an online format, your class attendance will be based upon your participation in the class. Each assignment missed will count as one absence.

When five assignments are missed, you may be dropped from the course. Please DO NOT ASSUME that you will be automatically dropped. If you would like to drop from the class, contact me.

Course 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.

Date	Module	Chapter
Unit #1: Cells		
Week 1 (1/12 - 1/18)	Module #1 - Scientific study of life	1
Week 2 (1/19 - 1/25)	Module #2 - Chemistryof life	2
Week 3 (1/26 -2/1)	Module #3 - Cells	3
Unit #2: Energy		
Week 4 (2/2 - 2/8)	Module #4 - Energy of life	4

Week 5 (2/9 - 2/15)	Module #5 -Photosynthesis	5
Week 6 (2/16 - 2/22)	Module #6 -How cells release energy	6
	Midterm Exam	
Unit #3: Genetics		
Week 7 (2/23 - 3/1)	Module #7 - DNA structure and gene function	7
Week 8 (3/2 - 3/8)	Module #8 - DNA replication and cell division	8
Week 9 (3/9 - 3/15)	**Spring Break**	
Week 10 (3/16 - 3/22)	Module #9 - Sexual reproduction and meiosis	9
Thursday, March 26	**Last day for student initiated drop**	
Week 11 (3/23 - 3/29) & Week 12 (3/30 - 4/5)	Module #10 - Patterns of heredity	10
Week 13 (4/6- 4/12)	Module #11 -Forces of evolutionary change	12
Week 14 (4/13 - 4/19)	Module #12 - Speciation and Extinction	14

Week 15 (4/20 - 4/26)	Module #13 - Evolution and Diversity of Animals	17
Week 16 (4/27 - 5/3)	Module #14 - Last week	
Wednesday, May 6th	**Final exam**	

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.

Course Grading Information:

Final grades will be determined by the following guidelines:

Unit quizzes	25%	**A** > 90%
Assignments	50%	**B** 80% – 89%
Unit exams	25%	**C** 70% – 79%
		D 60% – 69%
		F < 60%

Late Work 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%** grade deduction for each day late on an assignment, quiz, or exam.

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)

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

06/24/2025

MCLENNAN COMMUNITY COLLEGE

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 Accommodations (Disability Services) as soon as possible to begin the steps for requesting accommodations. 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 Accommodations (Disability Services). 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

Title IX:

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. 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 a Title IX incident are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email titleix@mclennan.edu for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email titleix@mclennan.edu to submit a report.

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 may report sexual harassment anonymously by visiting https://www.lighthouse-services.com

Visit McLennan's Title IX webpage at https://www.mclennan.edu/titleix/ to learn more about Title IX protections, reporting, and resources.

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/

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to https://calendly.com/paulannespantry-mcc/15min.

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/)

Success Coaching Services is here for you.

We know life can be overwhelming sometimes—and that challenges outside the classroom can impact your success inside it. That's why our Success Coaches provide personalized support to help you navigate it all.

Success Coaching is available to every MCC student, no matter where you're starting from. Whether you're looking for direction, need quick advice, or just want someone to talk to, our coaches are here to listen, celebrate your strengths, and help you move forward with confidence. At Success Coaching Services, your voice is heard, your goals matter, and your future is our focus.

To learn more or schedule an appointment, visit www.mclennan.edu/successcoaching, call 254-299-8226, or email success@mclennan.edu.

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing crew@mclennan.edu.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing counseling@mclennan.edu.

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/scholarships-and-resources/emergencygrant.html

MCC Academic Integrity Statement:

Please view our Academic Integrity statement for more 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:
For online and blended/hybrid courses, students must have access to a reliable computer and internet. For more information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system go to: https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/requirements.html

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 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.