

Updated 07/18/2023



WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

GENERAL BIOLOGY II - FOR SCIENCE MAJORS

BIOLOGY 1407.O280

STEPHANIE RANDELL

NOTE: This is an 6-week course.

NOTE: This is an Online course.

NOTE: This is a Summer course.

COURSE NAME
COURSE NUMBER & SECTION NUMBER

Course Description:

The diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. **Semester Hours: 4** (3 lecture/3lab per week).

Prerequisites and/or Corequisites:

Successful completion of **Biology 1406 with a “C”** or better is required.

Course Notes and Instructor Recommendations:

1. To succeed in this fast-paced summer course, the student should have available in their personal schedule, and adhere to, a minimum of **4-6 study hours/day** to study for this course.
2. Syllabus/Policy Modification: The instructor may modify the syllabus to meet individual class needs. Modifications will be announced at the beginning of class. It is the student’s responsibility to keep up with these modifications. It is the student’s responsibility to keep informed of class scheduling and policy changes.

Instructor Information:

Stephanie Randell

MCC E-mail: srandell@mclennan.edu

Office Phone Number: 254-299-8183

Office Location: **S209**

Zoom Online Office/Professor Conference Hours:

Monday 11:30am-12:30pm

Tues: 3:00-4:00pm

Weds: 2:30-3:30pm

OR: by appointment/Zoom appointment during MCC professional summer hours.

Zoom office link: <https://mclennan.zoom.us/j/2542998183>

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Other Instruction Information:

EMAILS:

Professor will check and generally respond to your **emails** within 24 hours during MCC summer professional hours. **This does not include:** Fridays, Saturday, Sunday, and MCC holidays.

Monday - Thursday: Email checked 8:30am and then regularly between 11:30 – 4:00pm

I will not check emails on Friday, Saturday, Sunday, or MCC Holidays.

If my response does not come within this stated timeline, **please resend your email, as it may not have reached me.**

Required Text & Materials:

*This course is an Inclusive Access course. As such, when you pay for your class, these required materials and texts are already included in your payment. **You just need to pick them up at the MCC bookstore or access digital material through McGraw-Hill Connect .**

DIGITAL TEXTBOOK and online labs: The access code for the text is also included and will automatically link to the online labs in Brightspace. When you click on the first online lab; you will automatically connect with the McGraw Hill site with labs and digital textbook.

You may check the course requirements at this book store link: Under “**Get Your Textbooks:**” <https://www.bkstr.com/mclennancstore/home>

Title: BIOLOGY (**The same text from BIOL 1406**)
Author: Raven, Johnson, Mason, Losos, Duncan
Edition: 13th
ISBN: 9781265547998
Publisher: MCGRAW HILL CREATE (CUSTOM PUBLISHING)
Formats: Digital

Title: Connect for Biology w/Proctorio 1407 (0482)

Author: Raven
Edition: 13th

COURSE NAME
COURSE NUMBER & SECTION NUMBER

Publisher: MCGRAW HILL (CUSTOM PUBLISHING)
ISBN: 9781265864262

PICK THESE UP FROM THE MCC BOOKSTORE:

Title: Lecture Note Outline (BIOL 1407)

Author: Lecture Notes (BIOL 1407)

Publisher: MCC Shop

Required technology:

- ONLINE STUDENTS: must have **consistent, strong internet at home and require a fully functioning webcam** for quizzes and exams.
- All students must be able to download **Respondus/Respondus Monitor** for use during quizzes and exams.
- ***Chromebooks and computers with Screencastify** may need adjustments to engage Respondus.
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MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

Recorded Zoom lectures and notetaking, critical thinking reviews and exercises, Zoom study reviews, assigned readings, videos, animations, online labs, assignments, WebQuests, mastery quizzes, lab exams, discussions boards, dissections, team work, research, professional video presentations, lecture exams, lab exams.

****Class participation is required; therefore, it is essential to class performance and success that students be optimally prepared for each class by mastering the foundational material before each new week!***

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Course Objectives and/or Competencies:

FOR LECTURE:

1. Describe modern evolutionary synthesis, natural selection, population genetics, micro and macroevolution, and speciation.
2. Describe phylogenetic relationships and classification schemes.
3. Identify the major phyla of life with an emphasis on plants and animals, including the basis for classification, structural and physiological adaptations, evolutionary history, and ecological significance.
4. Describe basic animal physiology and homeostasis as maintained by organ systems.
5. Compare different sexual and asexual life cycles noting their adaptive advantages.
6. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.

FOR LAB:

Laboratory activities will reinforce study of the diversity and classification of life, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals.

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. Demonstrate knowledge of modern evolutionary synthesis, natural selection, population genetics, micro and macroevolution, and speciation.
5. Distinguish between phylogenetic relationships and classification schemes.

6. Identify the major phyla of life with an emphasis on plants and animals, including the basis for classification, structural and physiological adaptations, evolutionary history, and ecological significance.
7. Describe basic animal physiology and homeostasis as maintained by organ systems.
8. Compare different sexual and asexual life cycles noting their adaptive advantages.
9. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.

Course Objectives and/or Competencies:

1. Interpret phylogenetic trees and explain the criteria/evidence upon which those trees are based.
2. Distinguish between viral structure, replication, and lineages.
3. Explain three criteria used for categorizing species and discuss the strengths and limitations associated with each.
4. Recognize and discuss the human impact and ecological significance of viruses, bacteria, protists, plants, fungi, and animals.
5. Explain the morphological, physiological, and metabolic diversity among taxonomic groups of bacteria, protists, plants, fungi, and animals.
6. Explain gram stain procedure and its association with bacterial cell wall characteristics and antibiotic treatment.
7. Recognize and explain principle elements and cycles in ecology and address ecological concerns and causes of/for sustainability, global warming, and dead zone formation.
8. Describe the chronology and structures of animal embryology, as well as germ layer formation and tissue development.
9. Discuss the major adaptations of plants and animals to life on land.
10. Use taxonomy to classify, compare, and contrast major groups of living organisms.
11. Discuss changes and trends in biological classification and correctly write scientific names.
12. Participate in the scientific community and exhibit scientific collaboration.
13. Make and record scientific observations; maintain a scientific notebook.
14. Develop scientific professionalism: adapts to scientific procedure, writing, and editing.

15. Describe modern evolutionary synthesis, natural selection, population genetics, micro and macroevolution, and speciation.
16. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.

Course Attendance/Participation Guidelines:

ONLINE ATTENDANCE: Attendance is required to succeed in this course. In this class, **if a student misses any assigned weekly work OR has not completed ALL of the weekly Foundational Learning on Brightspace**, the student is counted absent for the week it is not completed. **When a student has been absent 25% of the course, they will be dropped.**

Note: in the summer, this means one week.

MCC Absence Policy: 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.

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Course Outline or Schedule:

***Tentative schedule** - modifications will be given as an announcement on Brightspace.

DAY	Lectures	Chapter
<u>Before Class start</u> (7/13-7/14)	Brightspace	“Start Here” Module
1 (7/14)	Intro and Taxonomy	22; 23
2 (7/15)	Viruses	26
3 & 4 (7/16-1/17)	Bacteria	27
<u>7/17-7/21*</u>	*Exam 1*	
5-8 (7/21-7/24)	Protists Fungi Self-study	28, 31
<u>7/24 -7/28*</u>	*Exam 2*	
9 & 10 (7/28 -7/29)	Plants: An Introduction Plant evolution	29
11 (7/30)	Seed Plants	30
12 (7/31)	An Introduction to Animals	32
<u>7/31 -8/4</u>	*Exam 3*	
13 & 14 (8/4 – 8/5)	Animals: Porifera, Ctenophora, Cnidaria	32

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15 (8/6)	Animals - Protostomes: Lophotrochozoans: Platyhelminthes, Mollusca, Annelida	33
16 (8/7)	Animals – Protostomes: Ecdysozoans: Nematoda, Arthropoda	33
17 + (8/7 -8/12)	Animals - Deuterostomes: Echinodermata Echinodermata and Chordata	34
8/8 – 8/13	<u>*Final Exam*</u>	

Exam Windows:

Exam 1: July 17 -21 (Thurs - Mon)
Exam 2: July 24 -28 (Thurs - Mon)
Exam 3: July 31- Aug. 4 (Thurs - Mon)

Final exam: August 8 – 13 (Friday – Weds)

Course Grading Information:

Evaluation and grading:	Grade: 90-100	A
	80-89	B
<u>Lecture Exams</u> (60% of final grade)	70-79	C
	60-69	D
3 Lecture exams - 100 points each	<60	F
1 Comprehensive Final - 100 points		

Lab: (15% of final grade) - (100 point each)

Discussion Boards and Assignments: (20% of final grade)

Mastery Quizzes - (5% of final grade) -100 points each

Plagiarism: ANY copied work - even if cited; uncited work; submitting work other than your own original work; AI assisted work; copying from other students; adding your name to work

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that is not yours (teamwork, etc.) etc; cheating on exams; or **not following exam or pre-exam scan rules will result in a “0”**.

Some examples of cheating: Plagiarism: **copying** of **any** work (**even if cited; even if a few words are changed!**), research or scientific work, or not citing re-worded work, using prohibited material for assignments (internet, A.I., etc.); copying or recording of exam questions; sharing exam questions with anyone; having unapproved biology book, papers, or notes present while taking exam; your computer goes offline during an exam; your webcam goes off during exam; your face **and eyes are not in the center of the monitor** throughout the exam; you have something at your desk or on your person which is not acceptable for use during the exam – notes, textbook, cell phone, earbuds, smart watch, papers, etc; you do not complete a slow, 360° webcam scan of exam room, etc. Also, if you leave the room **after the environmental scan** and before the exam starts or you don't scan both sides of allowed papers during the scan.

EXTREMELY IMPORTANT:

If **any** exam rules are not followed or if there is **any uncertainty** about academic integrity, students must schedule additional live Zoom monitoring of all future quizzes and exams with their professor. All Zoom exam proctoring will **have to be scheduled during MCC summer professional work hours (not Friday-Sunday)** and must also work with your professor's schedule. It is the students's responsibility to arrange these sessions with their professor ***at least two days in advance of any quiz or exam.*** These Zoom monitorings will require the students have a second device, other than the testing device, that can capture the Zoom monitoring live, such as a tablet or cell phone with internet capabilities.

All cheating, plagiarism, and other forms of academic dishonesty will result in a grade of “0” and a report of the incident filed with appropriate campus authorities for record keeping and tracking.

The **Class Participation Grade** is subjective and can help a student in borderline cases. Class participation grade comes from the student's online discussions, participation during Zoom reviews, attendance, promptness, class preparedness, ability to perform independent and original work, adaptability to adapt to scientific protocols, and attitude.

Exam security: No students will have access to physical copies of exams other than for actual testing purposes. In addition, students should be prepared for exam security on exam day, some things **that may be employed** (but not limited to): removal of all biology-related and paper materials from testing region, requirement to keep your **face and eyes in the center of the**

screen and torso and upper arms visible in the video of the exam recording throughout the duration of the exam, restriction of departure from the classroom or computer after the start of an exam, removal of cell phones, tablets, ear buds, and watches with shaded faces, use of only simple pencils for written exams. This includes all exam and Respondus rules and guidelines. These methods are entirely at the discretion of your professor and may change during the semester.

Late Work and Make Up Work Policies:

The student is responsible for all material assigned for this class and their due dates whether they are present or absent from class.

Assignments, Mastery Quizzes, Discussions, Projects, or Labs may not be completed after the due date. Those not completed by the due date will become a “0”.

*No Labs, Assignments, Discussion Boards, Quizzes, or Exams will be reopened, so students must start the assignment or exam before due date to ensure completion.

*Exceptions may be made to due to **documented** infectious disease or **non-elective hospitalization**. Uncompleted work will be recorded as “0”.

Exams:

Lecture: If students miss a lecture exam, their comprehensive final exam score will take the place of **one missed exam**. Any other missed exams will become a “0” unless there are documented extenuating circumstances, such as emergency hospitalization. Exams may not be taken after the due date unless there is **documentation** for extenuating circumstances, such as non-elective hospitalization.

**Email me if you need to schedule an early exam.

It is the students’ responsibility to make ADA testing arrangements with their Professor (if needed) one week before each exam.

Student Behavioral Expectations or Conduct Policy:

All correspondence and submissions must reflect boundaries and guidelines of science; be professionally and scientifically written and edited; and must be governed by rules of civility – follow the etiquette accepted by polite society. If we go online and have Zoom meetings, students should join with video on, be early, and be fully clothed!

Any student engaging in any activity which interferes with the learning environment or professional decorum of the classroom or professional setting may be asked to leave the classroom, lab, office, Zoom meeting, or professor's presence. If a student is asked to leave, they must schedule an appointment with the instructor before returning to class or further Zoom meetings. If necessary, the student will be referred to the Student Discipline Department. If a student is asked to leave a second time they may be dropped from the course.

All cheating, plagiarism, and other forms of academic dishonesty will result in a grade of "0" and a report of the incident filed with appropriate campus authorities for record keeping and tracking.

[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.

07/02/2024



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 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

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/>

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/>)

At our campus, we understand that students face numerous challenges beyond the classroom. That's why we offer Success Coaches who are dedicated to helping you succeed. Our coaches know that life can sometimes get in the way of your educational goals. Through personalized meetings, Success Coaches empower you to overcome obstacles, maximize your potential, and create a clear path to both academic and personal success. Our Success Coaches are ready to help you achieve your dreams! Schedule your appointment today by calling 254-299-8226 or emailing 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.

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>.

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:

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/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](#) 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.