The mission of Motlow State Community College is to enrich and empower its students and the community it serves.

BIOLOGY 1030 / INTRODUCTION TO BIOLOGY

SEMESTER and YEAR
CRN#
Lecture: Required
Lab: Required

Professor:
Office #, Hours: By appointment, or as posted
Voice Mail:
E-mail:

Credit Hours: 4

Prerequisites: Exemption from or completion of ENGL 0810, READ 0810, and MATH 0810

Catalog Description: This course examines basic biological principles and surveys the kingdoms of living organisms. Specific topics include: cell structure and function, cell processes and reproduction, inheritance, taxonomy, viruses, bacteria, protists, fungi, plants, animals, and ecology.

*BIOL 1030 cannot be paired with BIOL 1110 or 1120 to meet the General Education science requirement.

Required Texts:

Lab: Exploring Biology in the Laboratory: Motlow State Community College, Rev., Wells, Morton, ISBN #9781617312274

Required Supplies/Material(s): Safety Glasses
Recommended Supplementary Material(s): None

Group for Whom the Class is Intended:

Student Learning Outcomes:
1. The student will investigate the structure and function of plant and animal cells.
2. The student will investigate how plants produce food, and discover that plants and animals use food to sustain life.
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3. The student will study the basic structure of DNA and understand the basic principles of inheritance.
4. The student will understand the characteristics and criteria used to classify microorganisms, plants and animals into Domains and Kingdoms.
5. The student will understand that living things have evolved over time.
6. The student will investigate how living things interact with one another and with non-living elements of their environment.
7. The student will understand plant and animal structures and functions.

**Student Objectives:**
Throughout the course, students will have the opportunity:
1). To attend all lectures and to attend and participate in all labs
2). To spend time outside class for independent study
3). To diligently study both text and notes
4). To seek outside help from the instructor as needed
5). To demonstrate a working knowledge of microbiology to be assessed by lecture and lab exams

**Attendance Policy:** Regular attendance is essential to successfully navigate the rigors of this course. Roll will be called at the beginning of class. If you are tardy for a class it is your responsibility to let the instructor know after class has ended.

**General Classroom Policies:**
- Courtesy to one another is expected at all times.
- Be on time, as lecture and lab begin on time.
- No food, drink, or children are permitted in classrooms or labs.
- Cell phones should be turned off or be set on vibrate prior to entering classroom.
- Prepared notes will NOT be provided to students. If you miss a day of class, please get a copy of the notes from a fellow student.
- Unless special permission has been given by student services, I do not allow students to tape either my lectures or my labs.
- **The text will be our definitive source on names, spelling, and terminology regardless of any other resources you may buy or that may be provided to you.**
- Exams will be corrected and returned to you within one week after the exam. I will **NOT** grade exams the same day, or in the presence of students. Do not call or come to my office for grades prior to the next regular class session after an exam.

**Exam policies:**
Exams are already scheduled in the topic outline, and will take place as scheduled. Exams will be objective in nature, usually a mix of multiple choice and matching questions from lecture and the text. Any student missing an exam **must let the instructor know within 24 hours** of the missed
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exam in order to schedule a make-up exam. Any student who does not notify the instructor within this time period will not be allowed to make up the exam. A **missed exam must be made up within a week**, during my office hours. **Students may make up only one lecture exam per semester if the missed exam is a result of an excused absence.** Any student missing a second or third exam will receive a zero (0) for the missed exam. All **make-up exams will be a different format** than those given at the regularly scheduled times. There are **NO MAKE UP LAB EXAMS**. Students missing a lab exam will receive a zero for the missed exam. Cheating or the appearance of cheating will not be tolerated. I reserve the right to terminate your test and assign you a zero for that exam if I feel you have been cheating. You may, of course, appeal my decision to Student Affairs if you feel I have been mistaken or unjust.

**GRADES:**

Grades are determined by points. **A total of 550 points are possible**, 150 of which will come from the lab. Final grades are determined by the sum total of points received from lecture and lab divided by total points possible.

**Lecture: (400 pts)**

Four lecture exams, including final, @ 100 pts each

**Laboratory: (150 pts)**

- Lab exams 2 @ 50 pts each = 100 pts
- Lab quizzes = 50 pts
- Lab Total = 150 pts

**Lecture and Lab = 550 pts**

* Please talk to me if you are experiencing difficulty or need help.

**Grading Policies:**

- **A = 90% - 100% or 495 – 550 points**
- **B = 80% - 89% or 440 – 494 points**
- **C = 70% - 79% or 385 – 439 points**
- **D = 60% - 69% or 330 – 384 points**

**Note:** If your average is 89.4, your grade will be a B. If your average is 79.4, your grade will be a C. If your average is 69.4, your grade will be a D. If your average is 59.4, your grade will be a F.
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Course Policies:

Academic Misconduct Policy:
Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class. Based on their professional judgment, instructors have the authority to impose the following academic sanctions: (a) require the student to repeat the assignment for full or partial credit; (b) assign a zero, an F, or any other grade appropriate for the assignment or examination; (c) assign an F for the course. In addition, disciplinary sanctions may be imposed through the regular institutional procedures. For more information, see MSCC Policy 3:02:00:03.

Classroom Misconduct Policy:
The instructor has the primary responsibility for maintenance of academic integrity and controlling classroom behavior, and can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general rules and regulations of the institution for each class session during which the conduct occurs. Extended or permanent exclusion from the classroom, beyond the session in which the conduct occurred, or further disciplinary action can be effected only through appropriate procedures of the institution.

Disruptive behavior in the classroom may be defined as, but not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), text messaging, and the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.). For more information, see MSCC Policy 3:02:00:03.

Class Cancelation Policy:
If class is cancelled for any reason, you will be notified via our D2L page and will be told there how to prepare for the next class period. For these reasons, students are advised to take advantage of the Motlow Rave system in order to receive text messages when class is canceled. For more information, see https://www.getrave.com/login/mscc.”

Emergency Procedures Policy:
In case of a medical emergency we will immediately dial 9-911 and report the nature of the medical emergency to emergency response personnel. We will try to stay with the person(s) in need and maintain a calm atmosphere. We will talk to the person as much as possible until response personnel arrive on campus, and we will have someone go outside to meet emergency personnel and direct them to the appropriate location.
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In the event of an emergency (drill or actual), a signal will be sent. Based on that signal, students will follow the procedures below for that specific type of emergency:

**Loud warbling sound throughout Building (FIRE)**
Collect purses and coats and proceed immediately out of your room and exit through the closest emergency exit. Proceed to the Designated Assembly Area closing windows and doors as you exit. Remain there until the "All Clear" Signal is given by an Emergency Management Team member. (Instructors- Provide your Designated Assembly Area, and its location to students)

**Tornado Siren (SEVERE WEATHER):**
Proceed to the closest designated severe weather shelter on the 1st floor and proceed all the way into the shelter. Crouch down on the floor with your head between your knees facing away from the outside walls. Remain there until the "All Clear" Signal is given. (Instructors- Provide the recommended room number or hallway location to students)

**Air Horn (1 Long Blast) and Face to Face All Clear (INTRUDER/HOSTAGE):**
Ensure door is closed, locked and lights turned off. If your door will not lock, move some tables and chairs in front of the door quickly. Move immediately to the rear of the room away from the door and sit on the floor- out of sight if possible. Remain calm and quiet and do not respond to any inquiries at the door unless you have been given the "All Clear" and a member of law enforcement or your campus Emergency Management Team member makes face-to-face contact at your door.

**Classroom Locked-door Policy:**
In order to adhere to MSCC Emergency Preparedness Policy and to facilitate effective classroom management, the classroom door will remain closed and locked for the duration of the class period.

**Educational Technology:**

**Accessing Campus Computers or the MSCC Library from off Campus:**
Your Username format is your First Initial, Last Name and Month and Day Birthday in the Format of MMDD. Example: Marcia Smith born on April 11, 1992 - Username: msmith0411. Your Pin will be the numeric pin you created when you initially applied to Motlow College.

**Using D2L:**
For help with D2L including how to submit materials to a Dropbox, see this page: [http://www.mscc.edu/techtube.aspx](http://www.mscc.edu/techtube.aspx)
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**Technical Support/Assistance:**
Students having problems logging into a course, timing out of a course, using course web site tools, or any other technical problems, should contact the MSCC Technology Help Desk at 931-393-1510 or toll free 1-800-654-4877, Ext. #1510 (or d2lhelp@mscc.edu)

**Disability Services/Accommodations:**
Motlow College is committed to meeting the needs of qualified students with disabilities by providing equal access to educational opportunities, programs, and activities in the most integrated setting appropriate. This commitment is consistent with the College's obligations under Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990 (ADA). Together, these laws prohibit discrimination against qualified persons with disabilities. To this end, the Director of Disability Services for Motlow College coordinates services and serves as an advocate and liaison for students with disabilities attending Motlow College. Contact the Director of Disability Services here: [http://www.mscc.edu/disability/index.aspx](http://www.mscc.edu/disability/index.aspx).

Students with disabilities who would need assistance in an emergency evacuation should self-disclose that need to the instructor no later than the second day of class or second group meeting.

**Confidentiality of Student Records:**
The education records of current and former students at Motlow State Community College are maintained as confidential records pursuant to The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended. For further information, see MSCC Policy No. 3:02:03:00.

**Student Success:**
**Tutoring:**
MSCC Instructors can guide students to specific resources regarding Tutoring in their discipline. In particular, students may find help with Math and Essay Writing via each campus’ Learning Support labs. Students should contact the labs on their campus to schedule appointments for help. For additional help, see the Student Success page: [http://www.mscc.edu/student_success/index.aspx](http://www.mscc.edu/student_success/index.aspx)

**Academic Advisement:**
MSCC Instructors can guide students to specific resources regarding Advisement. For additional help, see the Academic Advisement page: [http://www.mscc.edu/advisement/index.aspx](http://www.mscc.edu/advisement/index.aspx)
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**Tentative Class Schedule:**

### TENTATIVE LECTURE SCHEDULE

<table>
<thead>
<tr>
<th>LECTURE TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction: Biology Today</td>
<td>Chapter 1</td>
</tr>
<tr>
<td>A Tour of the Cell</td>
<td>Chapters 4</td>
</tr>
<tr>
<td>The Working Cell</td>
<td>Chapter 5</td>
</tr>
<tr>
<td>Cellular Reproduction: Cells From Cells (Mitosis)</td>
<td>Chapter 8</td>
</tr>
<tr>
<td>Meiosis and Sexual Reproduction</td>
<td>Chapter 8</td>
</tr>
</tbody>
</table>

**EXAM 1**

<table>
<thead>
<tr>
<th>LECTURE TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patterns of Inheritance /Mendelian</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>Structure of DNA and RNA</td>
<td>Chapter 10</td>
</tr>
<tr>
<td>DNA Technology/Biotechnology</td>
<td>Chapter 12</td>
</tr>
<tr>
<td>Prokaryotes and Viruses</td>
<td>Chapter 15</td>
</tr>
<tr>
<td>The Simplest Eukaryotes—Protists and Fungi</td>
<td>Chapter 15, 16</td>
</tr>
</tbody>
</table>

**EXAM 2**

<table>
<thead>
<tr>
<th>LECTURE TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plant Reproduction and Development</td>
<td>Chapter 16, 28</td>
</tr>
<tr>
<td>Animal Evolution—The Invertebrates</td>
<td>Chapter 17</td>
</tr>
<tr>
<td>Animal Evolution—The Vertebrates</td>
<td>Chapter 17</td>
</tr>
<tr>
<td>Animal/Human Systems</td>
<td>Chapter 23-27</td>
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**EXAM 3**

<table>
<thead>
<tr>
<th>LECTURE TOPIC</th>
<th>READING ASSIGNMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population Ecology</td>
<td>Chapter 19</td>
</tr>
<tr>
<td>Community Structure and Biodiversity</td>
<td>Chapter 20</td>
</tr>
<tr>
<td>Ecosystems</td>
<td>Chapter 20</td>
</tr>
</tbody>
</table>

**Final Exam TBA**

**Miscellany:** Please check the Schedule of Classes for information about dates for refunds, withdrawals, and other deadlines that may pertain.

ALWAYS SEE AN ADVISOR BEFORE REGISTERING FOR CLASSES. Any member of the faculty can and will act as your advisor.

*Please talk to me if you are experiencing difficulty or need help.*