

material and the readings from the text for exams and quizzes.

Final Exam (100 pts): The final comprehensive exam is scheduled for **Thursday, 12 December 2019 from 8:00 – 10:00 a.m. in our classroom**. Students will have the option of taking this exam or skipping it and counting it as their “drop” grade.

Dropped grade: The lowest score you receive among the regular lecture exams or the final exam will be excluded (dropped) and will not be used for computing your final grade. Therefore, although there are 500 possible points from lecture scores, only 400 points will be used to compute your final grade. It is not possible to “drop” any laboratory grades from your final grade!

Attendance and in-lecture quizzes: Attendance in class is taken and absences are marked as point deficits (e.g. you will lose points from your combined exam grade score). Additionally, occasional in class quizzes will be given and will count a minor amount of extra credit toward the final course grade.

Final grades will be based on a percentage of your cumulative points relative to the total points possible:

Lecture Exams:	400 pts	} (low dropped)
Final Exam	100 pts	
Misc. Quizzes & Attendance	50 pts	
Total:	450 pts	

Guaranteed grade distribution is as follows:

A = 90-100%
B = 80-89.9%
C = 70-79.9%
D = 60-69.9%
F = ≤ 59.9%

Notes on grading philosophy: Students should note that a grade of "A" in this course represents an exemplary command of the material covered. To obtain this grade of excellence, it is recommended that students study daily and clarify with the professor any problems regarding course information, as they arise.

MAKE-UP EXAMS: The exam schedule is posted below. It is assumed that because students are registered for this course at the scheduled time and exams are given during this time, all students will be able to attend. Additionally, since one exam grade is dropped, absolutely **NO make-up exams are given**. If you cannot make it to a test at the assigned time for ANY reason, your exam grade will be zero and this will be the grade that is dropped in the computation of your final grade. In no circumstance should a student registered for this course miss two exams. If you know you will miss more than one exam time, you should **DROP THIS COURSE NOW**.

EXAM SCHEDULE:

NOTE: “Bubble” sheets will be provided and used during multiple choice exams. Please bring and use an “HB” or “#2” pencil with you to the exams to insure that your answers are recorded and scored accurately.

You will have the class time only to complete each lecture exam and 2 hours for the final.

Exam 1: Thursday, 12 September 2019
Exam 2: Tuesday, 15 October 2019

Exam 3: Thursday, 7 November 2019
Exam 4: Thursday, 5 December 2019

Final Examination: **Thursday, 12 December 2019 from 8:00 – 10:00 a.m. in BC 1023.**

Procedure for exams:

- No books, electronic devices (including cell phones), or notebooks will be allowed during exams. Students using such items, including cell phones that ring or vibrate noticeably during the exam (disruptive to classmates), will be asked to leave and will receive a zero for the exam. **Turn off your cell phones during exams!**
- No talking will be allowed during the exam, but students are welcome to come to the instructor’s desk to ask questions about the exam.
- Every student should bring their University ID.

Assignments passed in electronically. When a course assignment is required to be passed in electronically (e.g. in a document format like MS Excel) Dr. Goddard **does not accept shared files (e.g. through OneDrive) unless he has full write privileges**. The purpose of passing these assignments in electronically is so the document can be graded and sent back to the student. Too often, shared files do not allow write privileges to the instructor so the preferred file for turn-in must be in the program format and attached to an email to rgoddard@valdosta.edu (Word document in *.doc or *.docx format; Excel document in *.xls or *.xlsx format). **Any file that a student has applied restricted access for editing will not be graded and that assignment will receive a zero!**

Student identification. Students should have in their possession at all times their VSU student identification card. In order to verify the identification of students officially enrolled in the course, it is the instructor’s prerogative to request official student photo identification cards at any time during lecture. During examinations, students may be asked to display their

VSU student identification cards visibly on the desk top and to make them available for inspection by their instructor and/or assistants.

Academic Integrity: Any behavior suggestive of academic dishonesty will lead to a reprimand, failure of an assignment, or failure of the course at the discretion of the instructor, but based on the severity of the infraction(s). Cooperative learning and group interactions are common and necessary to scientists and this activity is encouraged in the form of laboratory work and discussions about data and information. However, on assignments designed to assess individual learning of material in the class or writing and analytical skills, work must be completed totally independently. Behavior contrary to this principle constitutes cheating. Students should fully understand that plagiarism is not tolerated in this department or by the instructor and full appreciation for the intellectual property of others should be respected completely.

Plagiarism is the representation of someone else's work as your own. You may not blatantly copy phrases, paragraphs, or ideas from another's work. You cannot paraphrase someone else's ideas and use them as your own. You must analyze all data and work by others and then integrate this information with new data and conclusions that you independently synthesize, properly citing past work that supports your conclusions.

Students should read and be familiar with the Biology Department policy on plagiarism:

<https://www.valdosta.edu/colleges/arts-sciences/biology/documents/resources/PlagiarismPolicy.pdf> and read and understand the University policy on Academic Integrity:

<https://www.valdosta.edu/academics/academic-affairs/academic-honesty-policies-and-procedures.php>

Disruptive behavior: No disruptive behavior of any kind will be tolerated in this course. Talking during lectures is disruptive due to the nature of the acoustic design of the room. Students should restrict talking and discussion to pertinent questions related to course material and these questions should be directed toward the instructor. Entering a classroom late is discouraged, particularly from the front of the room, because it is disruptive, as is leaving early. Any student disrupting lectures will be required to leave the classroom. Use of cellular telephones or any similar remote communication device is prohibited during scheduled lectures, laboratories, or examinations. If students bring cellular telephones or similar devices to lecture, it is their responsibility to switch them off prior to the beginning of the lecture period. Ringing, buzzing, or any other sounds emitted from such devices will be treated as disruptive behavior on the part of the owner/possessor, and the owner/possessor will be asked to leave lecture immediately (including during exams!).

Privacy Act (FERPA): The Family Educational Rights and Privacy Act (FERPA) prohibits the public posting of grades by social security number or in any manner personally identifiable to the individual student. No grades can be given over the telephone, as positive identification cannot be made by this manner.

Students with Disabilities: Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V) and 229-375-5871 (VP). For more information, please visit <http://www.valdosta.edu/access> or email: access@valdosta.edu.

BIOL 1108L (Lab Course – all sections):

Required Materials:

Online Laboratory Manual: Grove, T.J. Biology Lab Manual. Great River Learning.

First time use: <https://www.grtep.com/index.cfm/core/General/index>

Student Recommended Laboratory Study guide: Van De Graaff's Photographic Atlas for the Biology Laboratory, 8e. Morton Publishing; ISBN-13: 9781617317651

<https://www.morton-pub.com/catalog/biology/van-de-graaffs-photographic-atlas-biology-laboratory-8e>

Graded Course Components: Your final grade will be based on your performance in the following course components: Additional unannounced in-class assignments may count toward the final grade during the semester.

Laboratory Practicals: Two lab practicals will be given during the course, one on the plant biology labs, and one on the animal biology labs. Each counts 100 points to your final lab grade.

Miscellaneous Assignments: During the course, students will be required to complete the online pre- and post-quizzes available in the online laboratory manual adopted by the biology department for this course. These grades, as well as lab attendance, in lab quiz grades, and various homework assignments will be summed and a percentage grade will be calculated on a 100% scale. The combined grade will count as 1/3rd of your laboratory grade.

Final grades will be based on a percentage of your cumulative points relative to the total points possible:

Practical 1 (Plants):	100 pts	Guaranteed grade distribution is as follows:
Practical 2 (Animals):	100 pts	
Misc. Assignments:	<u>100 pts</u>	
Total:	300 pts	
		A = 90-100%
		B = 80-89.9%
		C = 70-79.9%
		D = 60-69.9%
		F = ≤ 59.9%

EXAM SCHEDULE:

Mid-term Lab Practical: 1, 2, 3 Oct. 2019 (Specifically, the day of your normal lab period)

Final Lab Practical: 3, 4, 5 Dec. 2019 (Specifically, the day of your normal lab period)

Practicals are given during your assigned lab period

All other course policies remain the same as stated in this combined syllabus for lecture and lab courses.

Tentative Lecture and Lab schedule (subject to revision):

Lecture:				Laboratory:	
Lecture	Date:	Topic :	Chapter Reading(s) - pages	Date (Week of):	Exercise
1	20 Aug.	How is physiology important in our understanding of biology? History of Life on Earth	Pg. 507 – 527	20 Aug.	Intro. to lab, microscopes, safety Introduction to Basic Statistics Independent Lab Assignment: “How to Use Excel”
2	22 Aug.	Phylogeny	Pg. 448 – 466		
3	27 Aug.	Bacteria and Archaea	Pg. 528 – 551	27 Aug	Lab 2. Nonvascular, Seedless Plants: Mosses, Liverworts, and Hornworts
4	29 Aug	Origin and Diversification of Eukaryotes	Pg. 552 – 571		
5	3 Sept.			3 Sept.	Lab 3. Vascular Plants: Ferns, Gymnosperms and Angiosperms
6	5 Sept.	Evolution of Plants 1: Nonvascular to vascular plants	Pg. 572 – 591		
7	10 Sept.	Evolution of Plants 2: evolution and diversification of seed plants	Pg. 592 – 612	10 Sept.	Lab 4. Plant Cells, Vegetative Organ Structures, and Patterns of Growth
8	12 Sept.	Exam #1			
9	17 Sept.	Reproduction in Flowering Plants (Section 37.1 only)	786 – 793	17 Sept.	Lab 5. Angiosperm Development
10	19 Sept.	The Plant Body	Pg. 715 – 734		
11	24 Sept.	Gas Exchange & Transport in Plants	Pg. 735 - 749	24 Sept.	Lab 6. Growth and Transpiration
12	26 Sept.				
13	1 Oct.	Plant Nutrition	Pg. 750 – 764	1 Oct.	Midterm Lab Practical
14	3 Oct.	Regulation of Plant Growth	Pg. 765 – 785		
	8 Oct.	Fall Break, No Classes		8 Oct.	No Labs, Fall Break
15	10 Oct.	Animal Origins and Evolution of Body Plans Midterm Date of Semester	Pg. 635 – 657		
16	15 Oct	Exam 2		15 Oct.	Lab 7. Diversity of Porifera, Cnidaria, Platyhelminthes, and Annelida
17	17 Oct.	Animal Development Last Day to Withdraw without penalty	Pg. 916 - 937		
18	22 Oct.	Protostome animals	Pg. 658 – 683	22 Oct.	Lab 8. Diversity of Mollusca, Nematoda, Arthropoda, Echinodermata, and Chordata
19	24 Oct.	Deuterostome animals	Pg. 684 – 714		
20	29 Oct.			29 Oct.	Lab 9. Introduction to Animal Tissues
21	31 Oct.	Physiology, Homeostasis, Temperature Regulation	Pg. 823 – 843		
22	5 Nov.	Salt and Water Balance and Nitrogen Excretion	Pg. 1093 - 1114	5 Nov.	Lab 10. External and Internal Anatomy of the Fetal Pig
23	7 Nov.	Exam 3			
24	12 Nov.	Animal Nutrition, digestion, absorption	Pg. 1068 - 1090	12 Nov.	Lab 11. Sensory Systems
25	14 Nov.	Animal Circulatory Systems	Pg. 1043 – 1067		
26	19 Nov.	Gas Exchange in Animals	Pg. 1022 - 1042	19 Nov.	Lab 12. Cardiovascular System
27	21 Nov.	Neurons and Nervous Systems	Pg. 938 – 959		
28	26 Nov.	Sensory Systems	Pg. 960 - 980	26 Nov.	NO LABS; Thanksgiving holidays
	28 Nov.	Thanksgiving Holiday			
29	3 Dec.	Musculoskeletal Systems:	Pg. 1001 - 1021	3 Dec.	Final Lab Practical
30	5 Dec.	Exam 4			
	12 Dec.	Final Exam Period: 8:00 – 10:00 a.m.			

