Biology 11: Human Biology
Mission College, Spring 2010

Lecture Instructor: Kelly Neary
Office Hours: M&W 11:45-12:30; T&R 2:15-3:00 in Sci 130
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Lab Instructor: Eileen Kantamneni
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Welcome to Biological Sciences 11! This course is designed to introduce you to the biology of human beings. We will be covering the evolution of humans, human diversity, heredity, ecology, the scientific method, and the basics of how the major organ systems in the body work.

Lecture: 3.4 weekly online hours of lecture
Lab: Fridays 2:15-5:25 in Science 220

Required texts and materials:
Lecture textbook: Belk and Borden. 2009. Human Biology. First Edition. Pearson Education.
Lab manual: Mader, Sylvia S. 2010. Laboratory Manual: Human Biology. Eleventh Edition. McGraw Hill. Avoid buying a used manual unless you make sure all pages are there and are not marked up. During some labs you may be turning in these pages; therefore it is your responsibility to ensure that all pages are there.
Scantrons: 5 scantron forms (type 882; found at bookstore) and a sharpened #2 pencil.

Lecture portion of the course:
The lecture portion of the course is conducted online. You are expected to spend a minimum of 3.4 hours per week on the lecture content. Materials available to you online include textbook chapter presentations, PowerPoint handouts and review quizzes. Your participation is required. A total of 800 points will be earned for the lecture portion of the course.

Lecture exams:
Lecture exams are to be taken in person during laboratory hours. Lecture exams will cover topics discussed in lecture. Anything found in the textbook which I do not cover will NOT be found on the exam. Each exam will be objective, consisting of 50 multiple choice questions worth 2 points each for a total of 100 points. Five exams are scheduled for the lecture portion of the course (4 midterms and a final). None of the exams, including the final exam, are cumulative. See the attached schedule for dates.

Make-up exam policy:
Lecture exams must be taken at the scheduled time. If you have a valid reason for missing an exam, which is accepted by the instructor, you will be excused from the exam. In that case, your other four exam grades will be averaged together to obtain the grade on the exam that you missed. This can only be done ONCE during the quarter. Reasons that WILL be accepted: illness accompanied by a doctor's note; death in the family accompanied by proper documentation. It is the student's responsibility to notify the instructor no later than the day of the exam if unable to make the exam date, or zero points will be awarded. College regulations state that a student who fails to take the Final Exam will be given an F grade for the course.

Lecture quizzes
You will be taking one quiz for every lecture reading assignment and corresponding presentation. Each quiz is worth 10 points. These quizzes are administered online through the Angel course website. You only have one attempt at the quiz and a maximum of 30 minutes. Do not begin the quiz until you are prepared and have a 30 minute block of time to complete the quiz. See attached schedule for due dates.

Introduction assignment
To help get to know each other, you need to complete an introduction assignment, which is worth 30 points. You will send an email via the Angel website to all registered students in the course, as well as the instructor. In it, you will state your name, why you are taking Human Biology, what your education goals are and some interesting fact about yourself. Your email must be a minimum of 150 words. Next, you will read the introductory assignment emails from all other students in the class and respond to at least 2 of them; make sure you hit "reply all" so that all students as well as the instructor can view your responses. In your responses, make a connection with something that the other student stated (e.g. "I also am interested in being a nurse"). Your two responses must be at least 50 words each. Both your introduction email and your two responses must be completed by **February 11th**.

Writing assignment:
Collect one article on a topic relevant to this course. Submit a copy of the article along with a written essay that summarizes the article. Articles may come from any magazine or journal but must relate to the topics covered in Human Biology. If you wish to use an article from the internet, you will need to get my approval first. The article must have been published since January 2007. If you are uncertain if a particular article is "relevant" just ask. The essay must be at least three pages in length (Times New Roman font, 12 point, double spaced, 1 inch margins on all sides), so make sure you pick an article that you can write that much about! Please hand-write only your name at the top of the first page, rather than taking space away from your essay by typing name, date, etc. In other words, your essay must fill up ALL three pages. You must submit the assignment, in lab, by **May 7th**. You will lose points for the following: failure to choose appropriate article, article older than 2007, poor grammar/spelling, paper too short, failure to follow editing instructions outlined above, failure to turn in paper on time, and content. I will have a grading rubric for this writing assignment; if you are interested in seeing the point break-down please let me know. Come see me EARLY if you need help.

Laboratory portion of the course:
The laboratory portion of the course is conducted on campus, in person, every Friday from 2:15pm-5:25pm in SCI 220. If you are unable to attend the mandatory, in-person laboratories due to class or work conflicts, please do not add this course. The laboratory section is intended not only to reinforce concepts covered during lecture, but also to introduce you to new concepts we don't have time to cover in lecture. This is the "hands-on" portion of the course. Each lab will consist of a short lecture/introduction followed by activities and assignments. You are expected to come to lab prepared to do the activities; reading the labs and familiarizing yourself with the procedures prior to class is required. Participation is expected from every student in the class. You must attend every lab for the entire session; leaving lab before the class is done is unacceptable and will be reflected in your final course grade. A total of 400 points will be earned for the lab portion of the course.

Lab attendance policy:
Lab will meet during the first week of class. You must attend the first meeting in order to ensure your enrollment in the course. On-time, regular attendance in lab is required. Roll will be taken during all class meetings. Students missing more than 2 labs, unexcused, may be dropped. Students must be enrolled in the course to attend labs.

Lab assignments:
You will be given a lab assignment at the end of every lab, except on the first lab day and after sessions when we have practical exams. Details about what is required for these assignments will be clearly defined at the time of the lab. All assignments are due at the end of lab unless otherwise indicated. These assignments cannot be made up.

Lab quizzes:
All quizzes will be administered at the beginning of lab (no exceptions). If you arrive late during the quiz you will not be given extra time; if you arrive after the quiz you will be given a 0. These quizzes will consist of short answer and/or matching questions. Five unannounced (pop) quizzes will be given. These test your knowledge of the lab we are covering the day of the quiz. They are intended to ensure that you are preparing for every lab by reading about the lab activities prior to coming to class.

Practical exams:
There are two practical exams in the lab. One will test material covered during the first half of the class. The final practical will test material covered SINCE the last practical exam. During a practical exam you will be given models, instruments or even data and will be asked questions about them. This is different from a conventional written exam. It is more interactive and requires you to move about the room through stations which contain questions. Due to the nature of the exam you cannot make up a practical exam. In the case of illness or death in the family, contact your instructor.

Lab etiquette:
Subjective laboratory etiquette points are earned during each lab session. These are intended to award students who demonstrate excellent laboratory behavior. Examples of how to EARN etiquette points: attend lab on time and remain until you are excused, bring the required lab manual and/or handouts, participate in all lab activities, clean up after yourself when lab activities are completed, and keep breaks (e.g. bathroom) and socializing to a minimum. Ten (10) of these points are for bringing your dietary record handout completed correctly (see schedule).

Course Policy on Cheating:
Students found cheating will receive an “F” on the exam/quiz/practical/activity. You may also be referred to the dean of Students Affairs and Activities. Cheating is the act of obtaining or attempting to obtain credit for academic work through the use of dishonest, deceptive or fraudulent means. Examples of cheating include copying from someone else’s exam or quiz, consulting with others during exams or quizzes, or using materials like dictionaries or notes during exams or quizzes. Please review the principles of academic honesty, which are defined in the Student Handbook and Schedule of Classes.

Mission College Policy on Students Behaving Badly:

It is my responsibility to ensure that all students enjoy a supportive, respectful learning environment. I have a zero-tolerance policy toward any speech or behavior that disrupts the learning environment or prevents any student from achieving their educational goals. This includes disruptive behavior in the classroom such as speaking over the instructor, interrupting other students, monopolizing the instructor's attention such that other students cannot be served, disrespectful, demeaning, or discriminatory remarks of any kind, and any form of coercive behavior toward the instructor or other students. **Any student who engages in such speech or behavior will be told to leave the class for the day, and if the behavior occurs a second time the student will be dropped from the class and will be referred to the Vice President of Mission College for disciplinary action.**

Grade computation:

	Points:
Lecture Exams (100 pt. ea.)	500
Lecture Quizzes (10 pt. ea)	230
Intro Assignment	30
Writing Assignment	80
Practical Exams (60 pt. ea)	120
Lab Assignments (10 pt. ea)	110
Unannounced Lab Quizzes (15 pt. ea)	60
Lab Etiquette Points	70
Total Points	1200

Letter grades are assigned as follows:

A = 90 - 100%	(1080 - 1200 total points)
B = 80 - 89%	(960 - 1079 total points)
C = 70 - 79%	(840 - 959 total points)
D = 60 - 69%	(720 - 839 total points)
F = Below 60%	(below 719 total points)

Additional information:

1. Bring your textbook and lab manual to each lab session.
2. Eating or drinking in lab is not permitted.
3. The only times that the lab will be open for you to review materials is during the class hours. Please make good use of lab time!
4. Turn off cell phone ringers and pagers when coming to class. Points may be deducted from your course grade if your cell phone or pager interrupts the class, or if I observe you texting during class.
5. No extra time will be given to students who arrive to exams late. Be on time!
6. While not likely, any of the scheduled events may be changed. Adequate notice will be given to the students in the event that this should happen.
7. Observe all safety policies as outlined in your lab manual or covered in class. Use common sense and dress appropriately for a science course with a laboratory portion.
8. No children are allowed in class, and no visitors are allowed without the instructor's permission.
9. Mission college makes reasonable accommodations for persons with documented disabilities. Students should notify DISC (Disability Instructional Support Center) located in S2-201 (408-855-5085 or 408-727-9243 TTY) of any special needs.
10. Emergency procedures: It is the student's responsibility to know the evacuation procedures, evacuation route, and assembly area for this classroom. In case of an emergency, you are to follow the directions of your instructor. When directed to evacuate the classroom, be sure to take all or your belongings when you leave and remain with your class in the assembly area until you receive further directions.
11. Additional emergency information

    Student health services: 408-855-5140 (5140 if dialing from campus phone)

    Safety escort: 408-855-5435 (5435 if dialing from campus phone)

Nearest campus phone: in the lab, next to the instructor station
Nearest fire alarm: second floor by emergency exit in 220
Nearest fire extinguisher: second floor between 220&221
Nearest first aid kit: in the lab, next to the eye wash station

12. If you have a complaint or someone has shared information with you as a student or employee that is unlawful discrimination or sexual harassment, contact the Director of Human Resources at West Valley-Mission Community College District, Human Resources Department, 408-741-2060. If the Director of Human Resources is not available, contact the President of the college at 408-855-5123.
13. Mission College is a smoke free campus. Please observe and adhere to the no smoking rules.
14. Important dates for enrollment are listed below. It is the student's responsibility to keep these dates in mind. **Under NO circumstances will the instructor be dropping students after the withdrawal deadline.**

Last day to Add or Drop for Enrollment fee refund:	Thursday, February 11
Last day to Drop without a grade	Friday, February 19
Last day to Drop with a "W" (withdraw):	Friday, April 30

15. Important phone numbers:

Counseling	408-855-5030
Disability Instructional Support Center	408-855-5085
EOPS	408-855-5055
Financial Aid	408-855-5065
Learning Assistance & Tutorial Center	408-855-5085
Health Services	408-855-5140

16. Angel website**.** http://wvmccd.angellearning.com/frames.aspx

Materials there include:
Syllabus & Schedule
Lecture presentations
Lecture PowerPoint handouts
Lecture quizzes
Study Guides
Lab handouts: There are two supplementary lab handouts (Chemical Digestion and Dietary Record) that you need to print and bring to lab on the required dates (see schedule). Failure to do so will result in the loss of etiquette points.

Student Learning Outcomes

Students will be able to:

- Describe the scientific method
- List the components of a typical cell, describe the structure and function of each, and summarize cellular respiration, transport mechanisms, cell division and protein synthesis
- Describe the function of the major body systems and the different homeostatic mechanisms controlling their physiological variables
- Describe the molecular basis of biological inheritance, summarize the principles behind Mendelian genetics, and explain human genetics including a discussion of various genetic disorders
- Explain the theory of evolution by means of natural selection, describe population evolution and speciation, and summarize human evolution
- Describe how organisms interact with their environments and explain the relationship that humans have with their environment