BISC 104: Inquiry Into Life
The Environment

Course Overview:
This is a survey course intended for non-biology majors, emphasizing the relationships of humans to the environment, including origins and diversification of life, behavior, ecology, role of plants, and environmental concerns. Applies to the science requirement of the core curriculum. The associated laboratory is BISC 105.

Goals of the Course:
The student should learn information necessary to evaluate news and discussions of development of evolutionary thought and the ramifications of human impact on the biosphere and environment.

Learning Objectives:
After completing this course, the student should be able to:
- Describe the processes driving evolution and diversity of life on Earth and evaluate scientifically supported evidence for evolution.
- Compare and contrast relationships among the diverse life forms of Earth, including microorganisms, animals, fungi and plants.
- Describe and compare the structure and function of plants, including the process of photosynthesis.
- Distinguish between population, community and ecosystem ecology and be able to describe processes involved in ecological relationships among organisms.

Instructor Contact Information:
Carol Cleveland, PhD
Adjunct Instructor of Biology
Email: bycmc@olemiss.edu
Telephone: (662) 612-0499 – this is a number that you can use to text me or call and leave a message.
Google Hangouts: bycmc@go.olemiss.edu
Office Hours (virtual or in person): by appointment after 3:30pm – email to set up

Communication Policy:
E-mail anytime (bymc@olemiss.edu). I will try my best to return e-mails within 24 hours (except on weekends). Be sure to include the course name and section in the subject line and state your full name at the end of the email. I cannot respond to messages and emails from people that are not identified. I teach several online
classes and need to be able to identify the class that the student is in. Your University of Mississippi g-mail account is preferred for correspondence (@go.olemiss.edu).

Google Voice (phone number): Do not call or text after 8:00pm on any night. I will respond within 24 hours, as I do with emails.

Grading may take up to a week (7 days). Please do not email me grade related questions before 7 days have elapsed since the due date.

Required Materials:

Textbook

See the following website for information on using Digital Content offline:
Digital Content and Yuzu (http://olemiss.bncollege.com/webapp/wcs/stores/servlet/BNCB_DigitalBooks?catalogId=10001&langId=-1&storeId=13557)

Alternate Textbook Option:
Purchase/Rent hard copy text

and
McGraw-Hill Connect access (available through link in this course)

A free trial access is available through the link in this course as well….it will get you started in the class until you purchase the access (2 weeks).

NOT BEING ABLE TO PURCHASE THE BOOK/CODE IS NOT ACCEPTABLE AS AN EXCUSE FOR NOT STARTING THE CLASS ON TIME AND MISSING THE FIRST ASSIGNMENTS.

Required Technology:
In order to take full advantage of all the features in this course, be sure you have the right technology at your fingertips. This includes:
INTERNET ACCESS: You must have access to the Internet, preferably high speed Internet, for the duration of this course.

SOFTWARE: You must have access to a computer with the following software installed:

Microsoft Office - You must have consistent access to a professional word processor and a presentation program. Alternatives to MS Office are Open Office and Star Office. (I use docx and pptx files)

Google Hangouts: free with your go.olemiss.edu account

Blackboard-supported browser - Firefox 31, Chrome 36, Safari 6, and Internet Explorer 11 are compatible with the current version of Blackboard. We prefer Firefox on all computers.

Download latest versions of these apps here:
- Acrobat Reader
- Flash Player
- QuickTime

Hardware
- Computer with consistent high-speed internet access
- Headset with microphone, recommended
- Computer Speakers, recommended

I recommend running the Blackboard Browser Check to verify installed plug-ins on your computer.

Tech Support:
The IT Helpdesk, centrally located in Weir Hall, is open Monday through Friday, 8 a.m. to 5 p.m. The helpdesk offers assistance to Ole Miss Students and employees with technology-related issues involving software, hardware and networking. It provides support for email, Wi-Fi, Microsoft Office and other campus-wide applications. Come by Weir Hall or call us at 662-915-5222. Email helpdesk@olemiss.edu or visit their website for more information.
UM Policy Information

Copyrighted Materials
Materials used in connection with this course may be subject to copyright protection under Title 17 of the United States Code. Under certain Fair Use circumstances specified by law, copies may be made for private study, scholarship, or research. Electronic copies should not be shared with unauthorized users. Violations of copyright laws could subject you to federal and state civil penalties and criminal liability as well as disciplinary action under University policies. As an Ole Miss student, you must comply with the IT Appropriate Use Policy. For Appropriate Use Policy questions, send an email to aup@olemiss.edu.

The materials on this course website are only for the use of students enrolled in this course for purposes associated with this course and may not be retained or further disseminated.

IT Appropriate Use Policy
This policy sets forth the privileges of and restrictions on students, faculty, staff, and other users with respect to the computing and telecommunications systems offered by the University of Mississippi (UM). This policy is designed to protect the University community from illegal or damaging actions by individuals, either knowingly or unknowingly. Inappropriate use exposes the University to risks, including virus attacks, compromise of network systems and services, and legal issues. This policy directly addresses copyright issues related to illegal downloads and peer-to-peer file sharing. For Appropriate Use Policy questions, send an email to aup@olemiss.edu.

Academic Integrity
The University of Mississippi is dedicated to supporting and sustaining a safe and scholarly community of learning dedicated to nurturing excellence inside and outside of the classroom. Each student has a duty to become familiar with University values and standards reflected in University policies, and each student has a duty to honor University values and standards reflected in University policies. These policies are outlined in the M Book. For a complete listing of policies, please visit the University Policy Directory.

Attendance Policy
Because of the nature of this online class, students are not required to physically attend classes on campus. The course is presented on a weekly schedule of modules with assigned readings, connect and learnsmart assignments, discussion
boards and other material that must be addressed and completed. Students are required to “attend” class on a weekly basis by completing the material required within each module. Failure to do so will result in a zero for each incomplete assignment. Students may work at their own pace and complete assignments ahead of time, up to 2 weeks, however it will not be accepted late at all. All assignments will be available at least 2 weeks prior to the due date/time and students are encouraged to plan ahead so that last minute “technical difficulties” or emergencies do not hinder them from submitting work on time. I highly recommend starting assignments at minimum a day before the deadline.

Absences:
- Students will receive an absence for each module not attempted (as evidenced by at least one submitted assignment) prior to the due date.
- An absence will also be recorded if attempts at communication are not acknowledged in a timely fashion. In the event that the instructor has individually emailed a student with a request for communication, the student will have 4 days (including weekends) in which to respond to the request. If no response is received an absence will be recorded.
- Excessive absences: A student with a total of 5 absences prior to the drop date, may be dismissed and removed from the class rolls following procedures set forth by the University.

Verification of Student Attendance Policy
The University must abide by federal guidelines to verify the participation of online students. For all course types, including thesis, internships, labs, online courses, etc., the instructor must verify your participation based on some type of participation. This may include submission of an online assignment or other course related contact with the instructor. (However, simply logging into Blackboard will not count as an academically related activity.)

Student Identity Policy
Federal regulations, our accrediting agency (SACS) and university policies require that safeguards are used to ensure that the student who receives the academic course credit is actually the person doing the work. You will need to present your student ID before taking proctored exams and your instructor may verify your identity through live or virtual meetings, or by using an identity verification program.

Student Privacy Policy
The University of Mississippi protects the privacy of all students, including online and distance learning students, through adherence to the Family Educational Rights and Privacy Act of 1974 (FERPA) through compliance with other institutional policies and procedures governing the management and security of protected
information of faculty, staff, and students, and by outlining the expectations of privacy for the university community as regards to electronic information. **Student Privacy Policy**

**Standards of Honesty**

The University of Mississippi upholds honor and academic integrity in all of its teaching, research, and service activities. All faculty, staff, and students are charged with the responsibility to behave with personal and professional integrity and to refrain from dishonorable conduct.

If an incident of academic misconduct occurs in this course, the student will receive a failing grade on the assignment/quiz/exam itself. Particularly egregious incidents may result in a grade of "F" for the semester.

**Important Note:** All homework assignments, quizzes, tests, and other exercises are to be considered individual assignments unless the instructor specifically identifies an assignment as a group assignment. The student should refer to the "M" Book for general definitions of academic dishonesty. Written assignments may be required to be submitted to TurnItIn.com to verify the originality of the work.

**Students with Disabilities:**

University policy provides for reasonable accommodations to be made for students with verified disabilities on an individualized and flexible basis as specified under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). Students with disabilities who believe they may benefit from classroom or other accommodations should contact the Office of Student Disability Services for information: 234 Martindale, 662-915-7128 (Phone), 662-915-7907 (TTY Phone), sds@olemiss.edu

**BISC 104 Teaching Method**

The student is expected to have read assigned materials as listed on the course schedule each week. The assignments within each module emphasize the primary concepts from each chapter and must be completed before the published due date. Because of the nature of this class, it is essential that each student allocate adequate time to prepare for every module. Do not get behind!

**Issues approach:** Students should understand that this course will cover some controversial issues and the selected materials will present a scientifically relevant discussion of those topics. Students are welcome to share opinions on the topics but must be respectful of all participants, whether or not they agree with points being made in the class.
Course Requirements
In a "traditional" class, you would spend 2.5 hours per week in a lecture setting. You would also be expected to spend several (5-7.5) hours per week outside the classroom reading and completing homework assignments. You should expect to spend a similar amount of time each week on this class. Most students discover that the online class often requires fewer hours per week due to the elimination of the "normal" lecture time. If you exercise some self-discipline in your approach to this class, you should have no difficulty completing all assignments and quizzes within the total weekly time associated with a "traditional" class. It is important that you do not fall behind in this class.

Modules will open up 2 weeks before their due dates. The module assignments will be due on Sunday evenings by 11:59 Central time unless otherwise specified.

Module/Homework Assignments
Discussions and Journals (15%)
In most modules either a discussion board or journal will be posted with a question or topic related to that week's content. Students are expected to participate in the class discussion, just as they would in a traditional course. These journals and discussion boards act as the class discussions.

Discussion Boards
Each discussion board grade will be based on participation and contribution to the discussion. You will be expected to make an original post, expressing a supported position on a topic. You will often need to research to find documentation for your posts. After you have posted your original response to the prompt, you will be given access to other student’s posts. You will then be required to respond, appropriately and respectfully to at least 2 other student posts and these responses will be due on Sunday nights with the rest of the module. Because you have to write responses to other posts, it is very important that you start the discussion board early. (Other students in the class will get very frustrated if there are no posts to respond to by about Thursday night) You will not be graded on your opinion in the response but your grade will be based on participation, accuracy of information, and referencing sources. As long as you support your argument and are respectful of others' opinions you will earn credit for the assignment. Discussions will end at 11:59pm on the due date. After that time, the discussion will no longer be available, and students who have not posted will get a zero for that assignment. Your response posts should be to the posts for which you have something insightful to say.

Discussion board postings are an integral part of this course. Your discussion board posts should be substantive and should reference reading assignments, web references, lecture notes or outside resources. Response posts must be
respectful of others’ ideas. Do not make insulting or inflammatory statements to any class members. Rude, obscene, or disrespectful posts will not be tolerated. Part of the nature of this class is for participants to help each other troubleshoot problems and develop critical-thinking skills. Working through questions on the discussion forum is an excellent method to develop proficiency in these areas. Disrespectful responses and “I agree” or “I disagree” type responses will not be used in calculation of any grade. Example posts may be provided for an example discussion board.

**Journals**
Journal assignments will be to research a topic pertinent to the modules main idea. You will be given a topic to research and you will need to write a 300-500 word essay on the topic with correct citations. These topics often will require opinions or anecdotal information but will be graded on content. All information must be scientifically correct and cited correctly.

**Online Activities and Assignments (10%)**
Each module will contain some online activity to supplement the “lecture” (learnsmart reading) and discussion assignments. These will include web scavenger hunts, videos, click and learn activities and others, along with some assessment, including writings, quizzes, etc. These activities are a minor part of the course grade but are designed to put many course topics into perspective.

**Rules for Written Assignments**
Every submitted assignment must follow English grammar rules. Proper language, punctuation and sentence structure are required. Colloquialisms, slang and text talk are not appropriate. Proper biological and scientific terminology, especially related to the topic of the module, is required.

**McGraw-Hill Connect and Learnsmart Content** – purchased with the required course textbook code.

**LearnSmart/Smartbook Assignments (10%)**
LearnSmart/Smartbook assignments will accompany each chapter covered and are accessed through a link in the module. This technology is an adaptive learning system. As such, it is designed to work with a student to ensure that they are understanding the material assessed. Each assignment will be set up with an estimated completion time of 60 minutes, but depending on how prepared a student is for the chapter it may take considerably longer to complete. The assignment is a guided reading activity. The textbook is linked to practice study questions (25/chapter). The student is asked to first read portions of the chapter and as they make their way through are directed to practice questions.
The practice questions allow the student to say whether or not they are comfortable with the material before they submit the answer and those responses are used to guide further study. Also each question typically has a link to the relevant text passages. The activity will move between reading and questions until the student demonstrates adequate knowledge of the material. Once this is done, the score will be 100%. If the student does not reach the conclusion, the score will reflect how far they progressed. I have had students find ways to “cheat the system” and I just want to reiterate that if you want to do well in the class, you should learn the material and use the tools that I provide to help. Each LearnSmart/Smartbook assignment must be submitted by 11:59pm on the due date indicated. After that time, the assignment will no longer be available for a grade, and students will receive a grade based on how far they got in the assignment (if you complete it, including all of the practice questions, you automatically receive a 100%). The chapters will always be available for study, even after the deadline for the grade, in the Connect site.

**Connect Quizzes (15%)**

Connect assignments will be available on the McGraw-Hill Connect site accessed by a link in the module and will cover the course content. They are designed as quizzes and you will obtain maximum scores by preparing well before you attempt the quiz. Typically you should at least read the chapter and do the LearnSmart assignment before attempting these. A student will have 2 attempts at each quiz. Questions will include true/false, multiple choice, figure labeling, ordering of processes and matching. Questions may involve multiple parts or may be a single question. The assignments are set up so that the second attempt allows you to “correct” the first attempt, rather than doing the entire quiz again. There are hints available to use if needed, however I am deducting a percentage from the final score if you utilize the hints or text. Once you open the hints there is only a one time deduction (not a deduction for every hint you use). Again, to reach your maximum score you should prepare for the quiz before you attempt it. After the first attempt, re-read material that you were unsure of and then take the second attempt and correct the mistakes. Each quiz must be completed by 11:59pm on the due date indicated. After that time, the quiz will no longer be available, and students who have not taken the quiz will receive a "0" for that quiz.

**Proctored Assessments (Exams) (50%)**

This course has two proctored assessments. It is the student’s responsibility to schedule the appointment(s) for any proctored assessment(s). Please note that your instructor has limited the date and time that the assessment(s) is available.
Please check the course schedule below and announcements near the exam dates for specific information about the proctored assessment(s).

Proctored Exam Statement:

The Distance Education Testing Lab in Oxford has moved to the JACKSON AVENUE CENTER (JAC), Suite F.

This course has at least one proctored assessment. It is the student’s responsibility to schedule the appointment(s) for any proctored assessment(s). Please note that your instructor has limited the date and time that the assessment(s) is available. Please check the course schedule for specific information about the proctored assessment(s).

To schedule an appointment follow the link below:

http://www.online.olemiss.edu/testing.html

If you have questions regarding proctored testing at a regional campus (Desoto, Grenada, Booneville, Tupelo) contact that campus directly.

The Oxford testing lab (DETL) cannot assist you in making regional campus testing appointments or schedule/reschedule your appointments for you. You must use the link provided.

If you do not show up for your exam or reschedule your appointment online at least two hours before the testing time, you will not be able to reschedule and I will be notified. Treat these appointments just as you would if you were testing with me.

The contact information for the UM testing centers are:

- Desoto: Twyla Loftiss (662) 393-1674 twyla@olemiss.edu
- Tupelo: Carrie Cannon (662) 844-5622 ckrcrouch@olemiss.edu
- Booneville: Kim Gray (662) 720-7781 kimgray@olemiss.edu
- Grenada: LaTonya Pittman (662) 227-2348 lspittma@olemiss.edu

It is important that you report to the testing center at least 10 MINUTES BEFORE your appointment. If you are late, you will not be allowed to test.

You must have a valid Ole Miss ID, state issued driver’s license, or passport in order to take your exam. THERE ARE NO EXCEPTIONS!

If you are unable to take your proctored assessments at UM or a UM regional campus, your other option is to use ProctorU, an online proctoring service.

http://www.online.olemiss.edu/proctoru.html
Use the link above to access the Online at Ole Miss testing page to learn more about ProctorU and schedule an exam.

Grading Policy

University Grading Policy

Inquiry Into Life Biology Course instructors are now using the +/- system that the University adopted. As such, the grade distribution will be as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
</tr>
<tr>
<td>A-</td>
<td>88-89.9%</td>
</tr>
<tr>
<td>B+</td>
<td>85-87.9%</td>
</tr>
<tr>
<td>B</td>
<td>80-84.9%</td>
</tr>
<tr>
<td>B-</td>
<td>78-79.9%</td>
</tr>
<tr>
<td>C+</td>
<td>75-77.9%</td>
</tr>
<tr>
<td>C</td>
<td>70-74.9%</td>
</tr>
<tr>
<td>C-</td>
<td>68-69.9%</td>
</tr>
<tr>
<td>D</td>
<td>60-67.9%</td>
</tr>
<tr>
<td>F</td>
<td>Below 60</td>
</tr>
</tbody>
</table>

Breakdown of Grading for BISC 104 online

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussions/Journals</td>
<td>15%</td>
</tr>
<tr>
<td>Connect Quizzes</td>
<td>15% (drop lowest score)</td>
</tr>
<tr>
<td>LearnSmart Assignments</td>
<td>10% (drop lowest grade)</td>
</tr>
<tr>
<td>Miscellaneous Module Assignments</td>
<td>10% (drop lowest score)</td>
</tr>
<tr>
<td>Midterm Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Final Exam</td>
<td>25%</td>
</tr>
<tr>
<td>Module</td>
<td>Reading Material</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Introductory Module</td>
<td>Read syllabus Lesson summary Familiarize with Blackboard and LearnSmart / Connect</td>
</tr>
<tr>
<td>1</td>
<td>Forces of Evolutionary Change Readings: Text Chapter 12</td>
</tr>
<tr>
<td>2</td>
<td>Evidence of Evolution Readings: Text Chapter 13</td>
</tr>
<tr>
<td>3</td>
<td>Speciation and Extinction Readings: Text Chapter 14</td>
</tr>
<tr>
<td>Week</td>
<td>Topic</td>
</tr>
<tr>
<td>------</td>
<td>--------------------------------------------</td>
</tr>
</tbody>
</table>
| 4    | Diversity of Microbial Life               | Text Chapter 15 | February 10 | February 24 | ✓ LearnSmart – Chapter 15  
✓ Microbial Life Video Quiz  
✓ Journal – Microbial Diseases  
✓ Connect Quiz – Chapter 15 |
| 5    | Diversity of Plants                      | Text Chapter 16 | February 17 | March 3   | ✓ LearnSmart – Chapter 16  
✓ Plant Adaptation to Land Assignment  
✓ Journal – Plant life cycles  
✓ Connect Quiz – Chapter 16 |
| 6    | Diversity of Animals                     | Text Chapter 17 | February 24 | March 10  | ✓ LearnSmart – Chapter 17  
✓ Invertebrate Structure Video summary  
✓ Discussion – Your Inner ____ Video  
✓ Connect Quiz – Chapter 17 |
<p>|      | Spring Break                              | No Assignments | March 11   | March 17  |                                                               |
|      | Midterm Exam                              | Comprehensive – Chapters 12-17 (Proctored Exam) Study Guides Available | March 19 | March 21 | ✓ Midterm Exam                                                                                                                                 |</p>
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Readings</th>
<th>Start Date</th>
<th>End Date</th>
<th>Assignments</th>
</tr>
</thead>
</table>
| 7    | Plant Form and Function | Text Chapter 21 | March 10 | March 24 | ✓ LearnSmart – Chapter 21  
 ✓ Plant Structure and Growth Quiz  
 ✓ Journal – Plant Products  
 ✓ Connect Quiz – Chapter 21 |
| 8    | Reproduction and Development of Flowering Plants | Text Chapter 22 | March 17 | March 31 | ✓ LearnSmart – Chapter 22  
 ✓ Sexual Encounters of the Floral Kind paragraph  
 ✓ Journal – Seed Dispersal  
 ✓ Connect Quiz – Chapter 22 |
| 9    | Photosynthesis | Text Chapter 5 | March 24 | April 7 | ✓ LearnSmart – Chapter 5  
 ✓ Plant Pigment Extraction  
 ✓ Khan Academy Assignment  
 ✓ Discussion – Plants and Air Quality  
 ✓ Connect Quiz – Chapter 5 |
| 10   | Population Ecology | Text Chapter 18 | March 31 | April 14 | ✓ LearnSmart – Chapter 18  
 ✓ Mystery in Alaska Part I  
 ✓ Mystery in Alaska Part II  
 ✓ Journal – Mystery in Alaska Summary  
 ✓ Connect Quiz – Chapter 18 |
| 11 | Communities and Ecosystems | April 7 | April 21 | ✓ LearnSmart – Chapter 19  
✓ HHMI Video quiz  
✓ Discussion – Aquatic Biomes  
✓ Connect Quiz – Chapter 19 |
| 12 | Preserving Biodiversity | April 14 | April 28 | ✓ LearnSmart – Chapter 20  
✓ Exotic Species Assignment  
✓ Journal – El Nino and Climate Change  
✓ Connect Quiz – Chapter 20 |
| 13 | Ecology and Evolution Wrap-Up | April 21 | May 3 (Friday) | ✓ Discussion: Ecology and Evolution Summary |
|  | Final Exam | May 6-7 | May 7 | ✓ Final Exam |
|  | Comprehensive – Chapters 5, 18-22 (Proctored Exam) Study Guides Available |  |  |  |