### BISC 103 – Syllabus – Fall 2020

Everyone must come to labs that are designated “ALL.”

<table>
<thead>
<tr>
<th>LAB #</th>
<th>TEAM</th>
<th>DATE</th>
<th>LAB TOPIC</th>
<th>ASSIGNED WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>LAB 1</td>
<td>ALL</td>
<td>Aug. 24-27</td>
<td>NO LABS</td>
<td>NO LABS</td>
</tr>
<tr>
<td>LAB 1</td>
<td>ALL</td>
<td>Aug. 31-Sep. 3</td>
<td>Introduction, Attendance Taken, Scientific Method</td>
<td>Hand In 1 (10 pts)</td>
</tr>
<tr>
<td>LAB 2</td>
<td>ALL</td>
<td>Sep. 7-10</td>
<td>NO LABS</td>
<td>NO LABS</td>
</tr>
<tr>
<td>LAB 2</td>
<td>ALL</td>
<td>Sep. 14-17</td>
<td>Osmosis Experiment</td>
<td>Quiz 1 (10 pts) Hand In 2 (30 pts)</td>
</tr>
<tr>
<td>LAB 3</td>
<td>ALL</td>
<td>Sep. 21-24</td>
<td>Digestive System</td>
<td>Quiz 2 (10 pts) Hand In 3 (25 pts)</td>
</tr>
<tr>
<td>LAB 4</td>
<td>ALL</td>
<td>Sep. 28-Oct. 1</td>
<td>Chromosomes and Karyotyping Genes and Alleles</td>
<td>Quiz 3 (10 pts) Hand In 4 (35 pts) Karyotyping Homework (10 pts)</td>
</tr>
<tr>
<td>LAB 5</td>
<td>ALL</td>
<td>Oct. 5-8</td>
<td>Human Genetics “How many cats” simulation</td>
<td>Quiz 4 (10 pts) Hand In 5-1&amp;2 (45 pts) Karyotyping Homework Due</td>
</tr>
<tr>
<td>LAB 6</td>
<td>ALL</td>
<td>Oct. 12-15</td>
<td>Restriction Mapping of DNA Preparation of presentations</td>
<td>Quiz 5 (10 pts) Hand In 6 (15 pts) Presentation Outline (16 pts)</td>
</tr>
<tr>
<td>LAB 7</td>
<td>ALL</td>
<td>Oct. 19-22</td>
<td>STDs and Contraception</td>
<td>Quiz 6 (10 pts) Hand In 7 (20 pts) Presentation Outline Due</td>
</tr>
<tr>
<td>LAB 8</td>
<td>ALL</td>
<td>Oct. 26-29</td>
<td>Excretion and Urinalysis</td>
<td>Quiz 7 (10 pts) Hand In 8 (20 pts)</td>
</tr>
<tr>
<td>LAB 9</td>
<td>Group A</td>
<td>Nov. 2-5</td>
<td>Presentations – Group A</td>
<td>Student Presentations (64 pts)</td>
</tr>
<tr>
<td>LAB 9</td>
<td>Group B</td>
<td>Nov. 9-12</td>
<td>Presentations – Group B</td>
<td>Student Presentations (64 pts)</td>
</tr>
</tbody>
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**Teaching Assistant:**
- Email:
- Office:
- Office Hours:

**Coordinator of Laboratory Programs: Dr. Denis Goulet**
- Office: Shoemaker 204
- Office Hours: By appointment
- Email: dgoulet@olemiss.edu
- Phone: (662) 915-7213

**Policies that will be STRICTLY ENFORCED**

A. **NO EXCUSES** will be accepted for not having a lab manual for the class.
B. **NO EXCUSES** will be accepted for not having lab Hand Ins.
C. **NO extension** for submitting lab Hand Ins, Homework and Quizzes.
D. **Only a VALID excuse** will be considered for a **possible** make up.
E. **Attending Zoom meeting** for the lab is **mandatory**.
F. **One (1) week** after grades are **posted**, **GRADES ARE FINAL** and no changes will be made.
G. Final grades are **FINAL**. **NO** extra credit, bonus, drop grade, curving, rounding, etc.
Learning Objectives for the lab
1. Students will have an understanding the structure and function of organ systems and bodily functions.
2. Students will have an understanding human health in the context of biological principles.
3. Students will understand the scientific method including hypothesis testing and the use of models.
4. Students will be able to use that understanding in addressing topics of current interest.
5. Students will be able to do an effective oral presentation.

Attendance Policy
A. Attendance is required and will be recorded each day of class.
B. Students must attend the first lab meeting for the section that they are registered in.
C. Students that do not attend the first lab meeting will be dropped from the course.
D. To comply with attendance verification requirements, a report of your attendance will be made during the first lab meeting.
E. The University’s “Attendance Policy for Online Education” states: “Student attendance in online courses is defined as active participation in the course as described in the individual course syllabus.” If students fail to meet online attendance requirements as stated in the syllabus, they will be given an absence.
F. Students are responsible for informing instructors in advance about anticipated absences.

Lab Manual Policy – STRICTLY ENFORCED
A. Students will have access to a pdf version of the lab manual (free) in Blackboard. Having difficulty accessing a lab manual, contact your TA (Teaching Assistant) immediately.
B. Students will have access to a pdf version of the lab assignments in Blackboard. Having difficulty accessing assignments, contact your TA immediately.
C. NO EXCUSES will be accepted for not having a lab Hand In to complete the lab.
D. You MUST upload all assignments to Blackboard.

Blackboard Policy - STRICTLY ENFORCED
A. Your responsibility to check regularly
B. PDF copy of Lab Manual – CONTENT link
C. Announcements Posted
D. Emails sent to class
E. Syllabus – CONTENT link
F. Grades Posted
G. Grade Issues
   a. 1 week after grades posted to contact TA
   b. > 1 week grade is FINAL

Quiz Policy – STRICTLY ENFORCED
A. NO time extensions for Blackboard quizzes will be given.
B. SDS accommodations have been factored into the duration of quizzes.
C. Quizzes are open book.
D. Quizzes are not proctored.
E. You are responsible for correctly completing the quiz.
F. ONLY one attempt permitted.
G. Any technical issues with a quiz MUST be reported immediately to your TA.
H. Quiz grade is FINAL upon completion of the quiz.

Missed Lab/Assignment Policy – STRICTLY ENFORCED
A. You have 11 Days to complete a given lab. Labs will open on a Monday at Midnight and close 10 days later on a Thursday at 11 PM.
B. NO extension for submitting lab Hand Ins, Homework and Quizzes.
C. Only students with a VALID excuse (Doctors note, University paperwork, Funeral program, etc.) will be considered for a possible make up.
D. Once a lab is completed, it is not possible to re-open the lab, even if you have a valid absence.
E. If you miss a lab/assignment for any reason, you must contact Dr. Goulet (dgoulet@olemiss.edu) immediately.
F. Make-ups can ONLY be arranged by getting permission from Dr. Goulet (dgoulet@olemiss.edu).
G. When requesting permission, you MUST send an email to dgoulet@olemiss.edu with the following information:
   1. your TA’s name
   2. your Lab section
   3. copy of your valid excuse (pdf, photo, etc.)
H. Failure to contact Dr. Goulet about missed labs or assignments will result in a zero (0) for a grade. (See Grading Policy)

Presentation requirements
All BISC 103 students are required to do a presentation. The project counts for 64 points and requires a virtual presentation, a written outline (16 pts), and a list of citations. This is an individual literature research project. The topic must be centered on some aspect of human biology. Topic ideas will be presented by your TA. Presentations will be 4 minutes long. Your TA will provide additional instructions in class.

Grading Policy – STRICTLY ENFORCED
A. All grades will be posted on Blackboard.
B. You are responsible for checking your grade on Blackboard weekly.
C. You have 1 week after grades are posted on Blackboard to discuss any issues.
D. After 1 week all grades are final. There will be no grade changes for any reason.
E. The burden of proof for any missing grade is your responsibility. If you cannot prove your grade, then the grade posted will be final.
F. There are NO extra credit or bonus assignments.
G. Final grades are NOT rounded or curved.
H. Total Points = 360. We do NOT use percent (%) to determine grades.

<table>
<thead>
<tr>
<th>Course</th>
<th>Total Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>BISC 103 Grading</td>
<td></td>
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<tr>
<td>Quizzes</td>
<td>70 points</td>
<td>324-360</td>
</tr>
<tr>
<td>Hand Ins</td>
<td>200 points</td>
<td>288-323.99</td>
</tr>
<tr>
<td>Karyotyping homework</td>
<td>10 points</td>
<td>252-287.99</td>
</tr>
<tr>
<td>Presentation Outline</td>
<td>16 points</td>
<td>216-251.99</td>
</tr>
<tr>
<td>Presentation &amp; Bibliography</td>
<td>64 points</td>
<td>≤215.99</td>
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<tr>
<td>Total</td>
<td>360 points</td>
<td></td>
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Class Conduct
A. Show up for your lab Zoom meeting on time. Instructors will NOT repeat covered material for late students.
B. Cell phones must be turned OFF, not on vibrate, etc.
C. If you have a question about a grade, you have one (1) week from the date of posting on Blackboard to discuss the matter with your TA. If you wait longer than 1 week there will be NO change possible. (see Grading Policy).

Academic Dishonesty/Misconduct
We will enforce a zero-tolerance towards cheating on all assignments. Answering Hand In questions is NOT a group assignment. Each person is required to answer in his/her own words. Copying or plagiarizing of the lab Hand Ins will not be tolerated. If caught cheating, copying or plagiarizing, you will automatically FAIL the course and you will be reported to the university's Academic Discipline Committee for disciplinary actions.

Student Support Resources
Students are encouraged to visit the University’s Keep Learning site (https://olemiss.edu/keeplearning/) to access information and resources related to COVID-19 support. The site provides links to University student services to facilitate and support learning.

Students with diagnosed health concerns that may affect their compliance with COVID-19 health requirements should contact UM’s Student Disability Services (SDS) Office (https://sds.olemiss.edu) to see if they are eligible for an SDS accommodation as soon as possible.

**Disability Access and Inclusion:**
The University of Mississippi is committed to the creation of inclusive learning environments for all students. If there are aspects of the instruction or design of this course that result in barriers to your full inclusion and participation, or to accurate assessment of your achievement, please contact the course instructor as soon as possible. Barriers may include, but are not necessarily limited to, timed exams and in-class assignments, difficulty with the acquisition of lecture content, inaccessible web content, and the use of non-captioned or non-transcribed video and audio files. If you are approved through SDS, you must log in to your Rebel Access portal at https://sds.olemiss.edu to request approved accommodations. If you are NOT approved through SDS, you must contact Student Disability Services at 662-915-7128 so the office can: 1. determine your eligibility for accommodations, 2. disseminate to your instructors a Faculty Notification Letter, 3. facilitate the removal of barriers, and 4. ensure you have equal access to the same opportunities for success that are available to all students.