

## **Bisc 102 - Inquiry Into Life - Human Biology Course Syllabus – Fall 2020 Section 06**

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**Office Hours Via Zoom: Monday Noon-1 PM; Tuesday 10-10:30 AM and by appointment**

**\*\*\*(or e-mail me with questions)\*\*\***

**Nature of Course Content:** A survey course intended for non-biology majors, introducing basic principles and emphasizing the function of the human body, including diseases, cellular processes, respiration, circulation, muscular system, reproduction, development, immunity and inheritance.

### **Critical Thinking Student Learning Outcomes:**

- 1) Conceptualize complex issues or problems
- 2) Interpret Data and Appraise Evidence

### **Course Learning Objectives:**

- 1) To understand the organization of life ranging from the molecule to the whole organism.
- 2) To learn the biological fundamentals necessary to understand the scientific process, the cell, anatomy, physiology, biotechnology and genetics, and a variety of topics relevant to human health.
- 3) To assimilate the concepts presented in the course to understand applications of the scientific process within current topics in applied and basic areas of biology.

### **Required Materials for Course:**

1)Biology: The Essentials. 2018. Hoefnagels. McGraw Hill 3<sup>rd</sup> Edition. (ISBN 9781260806977) .It is required that any textbook package you purchase for this course must include the Connect Plus Access Code (this includes ebook—2 year access for the required third edition of the text). This online access (Connect Plus) to textbook content will be used for online assignments which are required as part of your grade in the course.

### **Technology:**

#### *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 WPS Office Free, SoftMaker FreeOffice, OpenOffice, and LibreOffice.

#### ○ *BROWSERS, PLUG-INS, PLAYERS AND VIEWERS*

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:

- A Blackboard-supported browser – **Firefox** is preferred on all computers
- Acrobat Reader

Run [Blackboard Browser Checker](#) to verify browser and installed technologies on your computer.

- HARDWARE
  - Computer Speakers or headsets

**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 at 662-915-5222. Email [helpdesk@olemiss.edu](mailto:helpdesk@olemiss.edu) or visit their website for more information.

**Grading: \*The plus minus grading scale will be used in this course.**

**Exam 1: 100 points**

**Exam 2: 100 points**

**LearnSmart Assignments: 60 points**

**Connect Quizzes: 60 points**

**Class Participation Activities: 80 points**

**Final Exam (cumulative): 120 points**

**Total Points Possible: 520 points**

**Final Grade: A 90-100%; A- 88-89.9%; B+ 85-87.9%; B 80-84.9%; B- 78-79.9%; C+ 75-77.9%; C 70-74.9%; C- 68-69.9%; D 60-67.9%; F Below 60%**

**Example of how final grade is calculated:**

**Exam 1 (80 points), Exam 2 (85 points), LearnSmart Assignments (50 points), Connect Quizzes (55 points), Class Participation (70 points), Final Exam (110 points).**

**Total points: 450 out of 520 possible.**

**This equals 86.5% that corresponds to a B+ as the final course letter grade.**

**Exams:**

Exams will be primarily based on online lecture module content, material from LearnSmart Assignments, quizzes, participation activities, supplemental readings and other reference material from the textbook.

**Missed Exam Accommodations:**

Students missing one exam for extreme circumstances (such as serious illness or death of a close family member) can request a make-up exam by contacting me by e-mail as soon as possible around exam availability. The date and time of the make-up exam will be determined by the instructor. Students missing more than one regular exam will result in the second missed exam as a score of zero (so, no make ups are given in this situation).

\*\* Exceptions to the missed exam policy are students missing exams for university business (e.g., athletics, attending a meeting as part of a university group, etc.) or legal or governmental obligation (e.g., jury duty; military service). In these cases, students must provide documentation of the absence prior to the exam. Also, students must contact the instructor by e-mail prior to the exam date to officially arrange the make up, the date and time of which is determined by the instructor.

For final exams, it is a policy of the College of Liberal Arts that final exams must be taken at the scheduled time, so there are no make ups given for final exams.

### **Connect Plus Access Code Registration:**

To participate in the LearnSmart Assignments and Connect Quizzes required as part of your grade in the course, registration of your Connect Plus Access code for the third edition of the text must be done through the McGraw Hill portal in the “Tools” site of the course Blackboard site. Once you register your code, then you will have access to both the LearnSmart Assignments and Connect Quizzes. Registering once will give you access to the online assignment platform.

### **LearnSmart Assignments:**

There will be approximately eleven LearnSmart Assignments given during the semester (the tentative due dates for these is listed in the schedule of lecture topics at the end of this syllabus). These assignments require that you have a Connect Plus Access Code that is issued by the publisher of the textbook listed above under the required course materials. Additionally, you must register through the McGraw Hill Portal within the “Tools” section of your course Blackboard site before you can participate in and receive credit for these assignments. I will review the instructions for registration during the first week of class. The first assignment will be due during the second week of class, so it is advised that you register with your access code prior to the first assignment availability. This part of your course grade is worth a total of 60 points. It is required that you complete ten assignments to be eligible for the full 60 points. The remaining assignment is in place for students who miss one LearnSmart assignment for any reason. The one extra assignment beyond the required ten are not in place to serve as bonus points. The maximum points any student can receive for the LearnSmart assignments are 60 total. If there are some extreme circumstances that a student is experiencing (such as serious illness) the student may contact the instructor to request a possible deadline extension on a missed assignment. Usually, to qualify for credit for all of these assignments, these must be completed by the due date and time window listed in the syllabus or Blackboard announcements.

### **Connect Quizzes:**

There will be approximately eleven Connect Quizzes given during the semester (the tentative due dates for these is listed in the schedule of lecture topics at the end of this syllabus). These quizzes require that you have a Connect Plus Access Code that is issued by the publisher of the textbook listed above under the required course materials. Additionally, you must register through the McGraw Hill Portal within the “Tools” section of your course Blackboard site before you can participate in and receive credit for these quizzes. I will review the instructions for registration during the first week of class. Generally, the Connect Quizzes will cover material that has been covered in previous lectures or lecture material currently covered during the week when the Connect Quiz is available. The first assignment will be due during the second week of class, so it is advised that you register with your access code prior to the first assignment

availability. This part of your course grade is worth a total of 60 points. It is required that you complete ten assignments to be eligible for the full 60 points. The remaining extra quiz is in place for students who miss one Connect Quiz for any reason. The extra quiz beyond the required ten is not in place to serve as bonus points. The maximum points any student can receive for the Connect Quizzes are 60 total. If there are some extreme circumstances that a student is experiencing (such as serious illness) the student may contact the instructor to request a possible deadline extension on a missed assignment. Usually, to qualify for credit for all of these assignments, these must be completed by the due date and time window listed in the syllabus or Blackboard announcements

### **Class Participation:**

There will be approximately eleven participation exercises given during the semester. This part of your course grade is worth a total of 80 points. Ten of these assignments are required to be eligible for the total 80 points. Approximately one extra participation activity will be given during the semester that accommodates students missing an assignment for any reason. Therefore, students are not penalized for missing a participation activity. The extra assignment beyond the required ten is not in place to serve as bonus points. The maximum points any student can receive for the participation activities are 80 total. If there are some extreme circumstances that a student is experiencing (such as serious illness) the student may contact the instructor to request a possible deadline extension on a missed assignment. Usually, to qualify for credit for all of these assignments, these must be completed by the due date and time window listed in the syllabus or Blackboard announcements. These activities may be graded for completion and/or based on giving correct answers. These activities will be posted and completed through Blackboard. These activities must be completed by the announced due date to receive credit. There may be other class exercises given which are not for graded credit.

### **Syllabus Quiz:**

There will be a syllabus quiz on Blackboard which will be due Tuesday 9/1. This quiz is worth up to 10 bonus points onto your total points in the class and will be graded primarily for correctness.

### **Course Lecture and Assignment Management:**

There will be weekly modules posted on Blackboard that will contain lectures and links to assignments. These modules should be completed in the order they are presented from week to week.

### **Attendance Policy:**

Attendance is required but not factored in as part of your grade in the course.

Students are expected to sign into the course Blackboard site daily. Attendance verification for the first two weeks of classes is based that you regularly log on to our course Blackboard site daily and complete a required class participation assignment.

\*Please note the attendance verification policy at the University of Mississippi:

The university requires instructors to verify the attendance/participation of students in **ALL** courses within the first two weeks of the semester. This requirement is to bring the institution into compliance with US Department of Education

requirements. *The verification of student attendance in this course will be determined by completion of a class participation activity on Blackboard as described above.*

### **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 registered with SDS, you must log in to your Rebel Access portal at <https://sds.olemiss.edu/rebel-access-portal> to request approved accommodations. If you are NOT registered with SDS, you must complete the process to become registered. To begin that process, please visit our website at <https://sds.olemiss.edu/apply-for-services>. SDS will:

1. Complete a comprehensive review to determine your eligibility for accommodations,
2. If approved, 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.

If you have questions, contact SDS at 662-915-7128 or [sds@olemiss.edu](mailto:sds@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.

### **Copyright Notice:**

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.

### **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](mailto:aup@olemiss.edu).

## **E-mail Communication and Professionalism/Course Blackboard Site:**

E-mail is one of the ways for contacting me with questions about course lecture material and guidance for studying. Please write BISC 102-6 in the e-mail subject line. E-mail greetings should be appropriate/professional and should read “**Professor or/Mrs. or Ms. Jackson**”. E-mails with greetings of only “hey, hi”, only my first name or completely lacking of a greeting will not receive a reply. Neither will e-mails that do not have your first and last name in the signature. Due to the large number of students I teach and volume of e-mails received, students should expect that it may take at least up to 24 hrs. to receive a reply to valid e-mails if I am at a time with a large volume of e-mails. The Blackboard site for this course will contain course information such as the syllabus, announcements, lecture modules, access to LearnSmart Assignments, Connect Quizzes, class participation activities, a McGraw-Hill tools portal to register with your Connect Plus access code associated with the textbook, study materials and grades. You should check this site daily for important updates, including current grades and announcements.

## **Tips for succeeding in the course:**

- Read your syllabus thoroughly and keep it close at hand for a reference. Being familiar with class policies, grading and tentative exam/assignment dates is an essential part of class preparation.
- Review any handouts, outlines or other materials associated with online activities.
- Regularly review module lectures and reference chapters from the textbook. This will help you prepare for exams, class participation, LearnSmart assignments and and Connect Quizzes.
- Complete **LearnSmart Assignments, Connect Quizzes and Participation Activities (by the due date)** as these are part of your grade in the course, and will also improve your comprehension of lecture material that will be covered on your exams.
- Send professional e-mails to me (as outlined above in this syllabus) with inquiries to clarify course material.
- Zoom conference during my office hours (posted at the top of this syllabus). Prepare questions for office hour sessions, and have any class materials on hand that will help you maximize office hours participation. One on one Zoom meetings can be set up for individual students as needed if help with course material is needed.

## **COVID-19 Emergency Information:**

Students with COVID-19 should seek medical attention at the Student Health Center and contact their instructor to let them know that they are sick, quarantined, or have some other health-related absence.

The University of Mississippi has adopted a tiered disciplinary protocol for nonadherence to COVID-19 health Office of Conflict Resolution and Student for nonadherence to COVID-19 health requirements. This disciplinary protocol is maintained by the Office of Conflict Resolution and Student Conduct (<https://conflictresolution.olemiss.edu/>).

## **Outline of Module Lecture Topics, Module Lecture Sequences, Associated Assignments and Reference Text Chapters**

8/24-8/28

The Study of Life (Chapter 1)

Learning Objectives: To understand the structural hierarchy of life and also the properties of all living organisms.

**\*Complete Syllabus Quiz on Blackboard\*(Due Tuesday 9/1)**

8/31-9/4

Nutrition and Digestion (Chapter 28)

The Scientific Process (Chapter 1)

Learning Objectives: To understand the form and function of the human digestive system and apply aspects of the scientific process to a case study related to human nutrition.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 9/4 at Noon)**

9/7-9/11

The Chemistry of Life (Chapter 2)

Learning Objectives: To master the basics of general chemistry/biochemistry and how these relate to the human body. Also, to comprehend the function of various types of organic molecules and the function of these in living systems.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 9/11 at Noon)**

9/14-9/18

Cells (Chapter 3)

The Energy of Life (Chapter 4)

Learning Objectives: To understand the basic structures of an animal cell and the functions of these. Also, to comprehend the types of chemical reactions that take place in the human body and the basics of metabolism in living organisms.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 9/18 at Noon)**

9/21-9/25

DNA Structure and Gene Function/DNA Replication (Chapters 7/8)

Learning Objectives: To understand basic principles in molecular biology including DNA replication, transcription and translation.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 9/25 at Noon)**

9/28-10/2

**EXAM 1: (Thursday 10/1)**

DNA Technology (Chapter 11)

Mitosis (Chapter 8)

Learning Objectives: To understand applications of principles of molecular genetics applied to biotechnology which benefits human society. Also, to understand the importance of cell division and the mechanisms of this process.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 10/2 at Noon)**

10/5-10/9

Meiosis (Chapter 9)

Patterns of Inheritance (Chapter 10)

Learning Objectives: To understand the process of gamete production and the sources of genetic recombination both within and beyond meiosis. Also, to master principles in classical genetics and apply these patterns of inheritance within human biology.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 10/9 at Noon)**

10/12-10/16

Patterns of Inheritance *Continued* (Chapter 10)

Learning Objectives: A continuation of principles of human genetics introduced in last week's module.

**(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 10/16 at Noon)**

10/19-10/23

Tissues and Organ Systems/Homeostasis (Chapter 23)

Learning Objectives: To comprehend an outline of the different types of tissue in the human body, and also a general introduction to the various human organ systems.

***(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 10/23 at Noon)***

10/26-10/30

Circulation and Respiration (Chapter 27)

Learning Objectives: To understand the anatomy and function of the human circulatory and respiratory systems and how these two systems can be linked together.

***(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 10/30 at Noon)***

11/2-11/6

**EXAM 2: (Monday 11/2)**

The Body's Innate and Adaptive Defenses (Chapter 29)

Learning Objectives: To comprehend principles of the human immune system and how this works together with other systems of the body to fight off invaders.

***(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 11/6 at Noon)***

11/9-11/13

Nervous and Sensory Systems (Chapter 24)

Learning Objectives: To understand the anatomy and function of the human nervous system and associated sensory structures.

***(LearnSmart Assignment, Class Participation Activity and Connect Quiz Due Friday 11/13 at Noon)***

11/16-11/17

Reproduction and Development (Chapter 30)

Learning Objectives: To comprehend the anatomy and function of the male and female reproductive system. Also, to understand human development from fertilization until birth.

***(Complete Exit Survey by Tuesday 11/17 at Noon)***

**Exam Dates:**

**EXAM 1: (Thursday 10/1)**

**EXAM 2: (Monday 11/2)**

**Final Exam (Final Exam week—due date and availability to be announced)**