

BIO 105 B09C Biological Concepts: Unity (4 credits)  
FALL 2017 COURSE SYLLABUS

Instructor:

Dr. Courtney Kurtz (Teaching 10/25 – 12/15)

Office: HS 252

Phone: 424-1076

E-mail: kurtzc@uwosh.edu.

Office Hours: W 3-4 p.m.; F 8:30 – 9:30 a.m. → If you can't make it to my scheduled office hours, please email me to set up a time to meet.



Dr. Lisa Dorn (Teaching 9/6 – 10/23)

Office: HS 45

Phone: 424-3064

E-mail: dorn@uwosh.edu.

Office Hours: See D2L

**\*\*SPECIAL NOTE\*\*** This course is being team-taught by Drs. Dorn and Kurtz for the first (and only) time. This was necessary due to a large number of retirements in the department and the need to cover multiple courses. Dr. Dorn will teach the first half of the course (through Exam 2) and Dr. Kurtz will teach the second half. We apologize for the switch of instructors mid-way, but we have worked together on revamping the course and will keep in contact throughout. Thank you in advance for your patience and understanding.

Lecture: 10:20-11:20 am MWF - HS 106

Required Text: OpenStax.org "Biology". This is a free, open-source textbook that we are trying out for the semester. You can access it via the Sapling Learning Portal or directly via [www.openstax.org](http://www.openstax.org). Simply click on "Subjects" and then "Science". We are using the green "Biology" book. You can view it online or download a pdf copy. You will also have to purchase access to Sapling Learning. There is information on D2L about getting this access.

What you can expect from us:

- I will do my best to promote an inclusive and equitable environment for ALL students in this course.
- I will maintain high expectations of ALL students in this course.
- I will attempt to explain the material in way that is both understandable and interesting (as much as possible).
- I will be available in my office hours, by appointment and after class if you have questions.

What we expect from you:

- You will be respectful of your fellow students, lab instructors and me in all aspects of this course.
- You will study, complete assignments on time and attend class in order to achieve success in this course.
- You will ask questions if you do not understand.
- You will come see me in my office or after class if you have questions.

I need help!!. Of course, if you need help in the course or with any issues in the classroom (cheating, discrimination, etc.) you can contact me directly. However, if you are not comfortable contacting me directly or feel that you just need some advice from a tutor or counselor, the following campus resources are always available to you **free of charge**.

- The Center for Academic Resources (CAR) provides free, confidential tutoring for students in most classes on campus. CAR is located in the Student Success Center, Suite 102. Check the Content Tutoring page on CAR's website ([www.uwosh.edu/car](http://www.uwosh.edu/car)) for a list of tutors. If your course is not listed, click on a link to request one, stop by SSC 102 or call 424-2290. To schedule a tutoring session, simply email the tutor, let him/her know what class you are seeking assistance in, and schedule a time to meet. The Center for Academic Resources also provides support to students through Supplemental Instruction (SI). There will be an SI leader for this class (**Sara Arafteh**).

- The Reading and Study Skills Center can assist students with issues in note-taking, time management, proper textbook use, test preparation and test-taking skills. See their website (<http://www.uwosh.edu/readingstudycenter>) for more information.
- The Student Health Center provides health care for all registered students at UWO. Visit their website (<http://www.uwosh.edu/studenthealth>) for details or to schedule an appointment.
- The Counseling Center helps UW Oshkosh students enhance strengths and develop abilities to successfully live, grow, and learn in their personal and academic lives. They offer many services to the University students such as consultations, individual counseling, group therapy, biofeedback, light therapy and more. Visit their website ([http://www.uwosh.edu/couns\\_center](http://www.uwosh.edu/couns_center)) for more information.
- Project Success and the Dean of Students office are available to provide disability accommodations for UWO students. Project Success works only with students with language-based learning disabilities (<http://www.uwosh.edu/success>). The Dean of Students office can work with all types of disabilities and work with faculty and staff to provide appropriate accommodations (<http://www.uwosh.edu/deanofstudents/disability-services>).
- Division of Academic Support of Inclusive Excellence is here to help the University provide an embracing, welcoming, safe and supportive environment for everyone: students, faculty and staff and our community members. They provide academic and student support services to assist in the recruitment, enrollment, retention and graduation of multicultural (African American, Asian American, Hispanic/Latino American, Hmong American and Native American) and eligible first-generation, low-income students. See their website (<https://www.uwosh.edu/acad-supp>) for more information.
- The LGBTQ Resource Center is constantly working to create awareness across campus and the community by identifying and responding to the concerns and needs of LGBTQ students, staff, faculty and allies. See their website (<http://www.uwosh.edu/lgbtqcenter>) for more information.

Attendance Policy: Attending lecture and lab as well as good note-taking skills will increase your ability to do well in class. If you miss a lecture, it is in your best interest to get notes from a classmate.

Lecture Notes: Lectures will be accompanied by PowerPoint slides. Abridged versions of lecture slides will be posted on D2L prior to lecture. These PowerPoint presentations will be missing vital information that you will want to fill in as we go along. In addition, I may discuss things that are not in the lecture slides. You will want to bring extra paper to take notes. Lectures will also be podcast and accessible from the course D2L site. **Anything that is discussed in class may be covered on an exam whether it is presented on the lecture slides or not!**

E-mail Correspondance & D2L: E-mail communication and D2L will be used frequently throughout the semester to communicate between the instructor and students. E-mails constitute *legal, official University communication*. As such, it is expected that you would write these as official correspondence. In other words, **do not write your emails in "text-speak". Also, address us as "Dr. Dorn" or "Dr. Kurtz" or "Professor Dorn" or "Professor Kurtz" in your emails and SIGN YOUR NAME. Make sure that you include in the body or subject line that this pertains to BIO 105.** You are responsible for checking your e-mail daily and for checking D2L on a regular basis. Not checking your e-mail is not an excuse for performance problems in the class. Contact Academic Computing for assistance with email and D2L.

Students with Disabilities: Students with disabilities are welcome in this course. If you require extra time on exams/quizzes/assignments or special accommodations in class, please contact me **in the first week of class** so that we can discuss necessary accommodations.

Academic Honesty Policies: Policies are clearly defined at this institution and will be followed. Students are referred to the University of Wisconsin-Oshkosh Student Discipline Code as detailed in specific provisions of Chapter 14 of the State of Wisconsin Administrative Code. Any student(s) found in violation of any aspect of the above Code (as defined in sections UWS 14.02 and 14.03) will receive a sanction as detailed in UWS 14.05 and 14.06. Examples of violations include: looking at another student's exam or answer sheet and copying the answers during an exam, using forbidden test-aids during an exam, using another students clicker to allow them to receive points when they

are absent, talking or whispering to another student during an exam, receiving text messages during an exam on an electronic device or listening to answers or information recorded on an electronic device via earphones during an exam. Cheating (including looking at someone else's paper) at a MINIMUM leads to zero on that graded activity, with no opportunity for a make-up or extra credit, and a report to the Dean of Students office. A second offense leads to an F in the course and disciplinary action by the Dean of Students.

### Grading Policy:

**Sapling Assignments** will also be assigned through the class Sapling site. They are open-note/open-book, but each student will be given a slightly different assignment chosen from a question pool. You have two attempts for each assignment but there is a 5% penalty for re-taking a question. Assignments have an open and close date (see Sapling site). Late submission of an assignment will result in a 25% reduction of your score for every day it is late. Sapling grades will be exported to D2L on the days of the exams. **Any assignment not completed before this deadline will receive a grade of 0.** Any technical issues with Sapling should be directed to their customer service.

**Exams** will be given in class on the assigned dates (see schedule below). Exams will be handed out at the start of the class period (1:50 p.m.) after your instructor is satisfied with seating arrangements and the room is quiet. Students will have the full hour of lecture to complete the exam (until 11:20 a.m.), but **NO LATER**. Exams are closed book and closed notes. Exams will not be cumulative *per se*, but biology is a very complex science and comprehension of concepts covered on previous exams may be necessary to answer questions on future exams. If you cannot be present for an exam, it is **your** responsibility to get in touch with me **before** the rest of the class takes the exam. Make-up exams will be available **only** if the student suffers a life-threatening illness, accident or death of a loved one and has a medical excuse or documentation (e.g., obituary) to support that claim. ***If you miss an exam and the above conditions are not met, you will receive a zero for that exam.***

**Exam Make-Up Policy:** If you know ahead of time that you will miss a scheduled exam for a University-approved function or event (e.g., athletic event, national guard duty), it is your responsibility to contact Dr. Dorn or Dr. Kurtz with documentation and schedule a time to take the exam. In order to expedite grading and the return of exams to the class, you must take your exam before your absence begins (and before the rest of the class takes the exam). Contact Dr. Dorn or Dr. Kurtz as soon as your absence is known to schedule your make-up exam. If you miss an exam due to serious illness or emergency (family, health or otherwise), you must provide documentation (e.g., a medical excuse, obituary, tow truck receipt) to support that claim. You must contact Dr. Dorn or Dr. Kurtz before the rest of the class takes the exam and you will be expected to take the exam within 3 school days of your absence.

### Laboratory Information:

**Attendance:** You are required to attend the lab section in which you are enrolled and the corresponding lecture section. **YOU MUST ATTEND THE LECTURES THAT CORRESPOND WITH YOUR LABORATORY SECTION,** (e.g. if you enroll for lab sections A01L-A07L, you must attend Dr. Kurtz's lectures.... not attend Dr. Wise's.)

**Missed Labs:** If you must miss your regularly scheduled lab you can try to attend another lab, preferably one taught by the same lab instructor. It is **YOUR** responsibility to contact the instructor of that lab and confirm that you may participate in her/his lab section. Lab instructors are under no obligation to allow you into their lab. Below is a list of the lab sections and the instructors associated with Dr. Kurtz's lectures. **IT IS ONLY POSSIBLE TO MAKE UP A LAB DURING THE SAME WEEK OF YOUR SCHEDULED LAB SECTION!!!**

**Laboratory Text:** *BIO 105: Concepts in Biology: Unity: Laboratory Manual.*

**Lab Materials Needed:** 1) 3-ring binder or folder for your lab manual; 2) calculator; 4) #2 pencils and erasers; 5) notebook

Common Courtesy: Talking in class is rude and distracting to me and your fellow students. Unless you are asking or answering a question, please refrain from talking to others during lecture. Ringing cell phones are a distraction to

the instructor and others in the class. Turn off all cell phones before class. Keep them in your backpack or purse until class is finished. **NO cell phones, headphones or other electronic devices can be out during an exam!**

Suggestions for Success: I recommend that you set aside 6-9 hours per week to study your notes and text. Re-writing or re-organizing your notes in a way that makes sense to you can be a great way to study. Working through Connect assignments will also assist you with studying. Draw out the pathways and concepts that we discuss and make sure that you remember them. Studying in groups helps some students to understand concepts that they may not comprehend on their own, so this may work for you. If you do study in a group, make sure that you study on your own as well.

Statement on the Value of a Liberal Arts Education: My goal in this course is to provide you with basic knowledge about *life* and how it operates. For some of you, this course will be a precursor to further science coursework. For others, it will become part of your education in the liberal arts and your only contact with such material. Biology is in the news every day: medicine, environmentalism, genetic engineering, "intelligent design", etc. It is my job to make sure that you are well-educated in the basics of biology so that you can make informed arguments in discussions with others and educated decisions in your own life. In addition, as we go through the material in this course I will point out prominent scientists who contributed to our knowledge of biology. Learning about these people can help you understand who scientists are and the broad array of backgrounds from which they come. Who knows? You may decide to become a scientist yourself! After all, if studying *life* isn't important to *your* life, what is?

Grading: Grades will be posted on D2L throughout the semester and will be based on

<u>Final grades will be determined by:</u>		<u>The grading scale is:</u>	
Lecture Exams (4)	50%	93-100%	A
Sapling Assignments	25%	90-92%	A-
Lab Activities	25%	87-89%	B+
		83-86%	B
		80-82%	B-
		77-79%	C+
		73-76%	C
		70-72%	C-
		67-69%	D+
		63-66%	D
		60-62%	D-
		< 60%	F

Date	Topic	Book	Lab Activity
9/6 9/8	Introduction Pre-test		<b>NO LAB</b>
9/11 9/13 9/15	The Study of Life/Chemical Foundation of Life Chemical Foundation of Life Biological Macromolecules	Ch. 1 & 2.1 Ch. 2.1 & 2.2 Ch. 2.3 & 3	1
9/18 9/20 9/22	Biological Macromolecules Cell Structure Cell Structure	Ch. 4	2
9/25 9/27 9/29	Cell Structure <i>Exam Review</i> <b>Lecture Exam 1</b>		3
10/2 10/4 10/6	Structure & Function of Plasma Membranes Structure & Function of Plasma Membranes Metabolism	Ch. 5 Ch. 6	4
10/9 10/11 10/13	Metabolism Cellular Respiration Cellular Respiration	Ch. 7	5
10/16 10/18 10/20	Photosynthesis Photosynthesis <i>Exam Review</i>	Ch. 8	6
10/23 10/25 10/27	<b>Lecture Exam 2</b> Cell Reproduction Cell Reproduction	Ch. 10	7 & 8.1
10/30 11/1 11/3	Meiosis & Sexual Reproduction Meiosis & Sexual Reproduction Mendel's Experiments & Heredity	Ch. 11 Ch. 12	8.2 & 9.1
11/6 11/8 11/10	Mendel's Experiments & Heredity DNA Structure & Function Genes & Proteins	Ch. 12 Ch. 14 Ch. 15	8.3 & 9.2
11/13 11/15 11/17	<i>Exam Review</i> <b>Lecture Exam 3</b> Biotechnology & Genomics	Ch. 17	8.4 & 9.3
11/20 11/22 11/24	Biotechnology & Genomics <b>THANKSGIVING BREAK</b> <b>THANKSGIVING BREAK</b>	Ch. 17	
11/27 11/29 12/1	Evolution & The Origin of Species Evolution & The Origin of Species The Evolution of Populations	Ch. 18 Ch. 19	8.5 & 9.4
12/4 12/6 12/8	The Evolution of Populations Conservation Biology & Diversity Conservation Biology & Diversity	Ch. 19 Ch. 47	10
12/11 12/13 12/15	<i>Exam Review</i> <b>Lecture Exam 4</b> <b>Comprehensive Make-Up Exam</b>		<b>NO LAB</b>

\*\* This schedule is intended as a basic outline of the course lectures. Extenuating circumstances may require a deviation from this schedule. I will inform the class ahead of time if this is the case.