

## BI 102 General Biology

4 credits

Course Format: REMOTE

Instructor: Melissa Scherr

Office: WOH 210 (main campus)

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### Office Hours:

If you have a class-related emergency that requires my immediate attention, please call or text my cell phone (listed above as the second number). If you would like to make an appointment to have a more in-depth conversation, please e-mail me 48 hours in advance to schedule. My availability is flexible as long as I know in advance.

### About the Course:

Introduction to basic concepts of biology and the scientific process. This course is designed for students at Linn-Benton Community College who are *non-science* majors. Students typically have little to no science background, yet are enrolled in this course to fulfill requirements needed for a degree and who desire to expand their knowledge and appreciation of the biological sciences. This course will fulfill your laboratory science distribution requirements at LBCC. This course focuses on processes of biology including understanding the importance of DNA, synthesis of other biological molecules, cell division, genetics, adaptation and evolution.

**\*\*BI 101, 102 & 103 do NOT need to be taken in numerical order. They are individual courses, not a series.**

### Outcomes

1. Distinguish between the groups of biomolecules
2. Be able describe selected key cell processes
3. Be able to describe the patterns of inheritance
4. Express how changes in the genome can affect the phenotype or traits within a population
5. Explain how natural selection drives evolution

Prerequisite: MTH 065 (Elementary Algebra)

This course is taught as a discrete and separate course in biology. It is not necessary to have any other biology courses before taking this course for non-majors.

### Required Materials/Texts:

- [Concepts of Biology](https://openstax.org/details/books/concepts-biology), Open Stax College (ISBN: CB-1-004-DW)  
<https://openstax.org/details/books/concepts-biology>

**Grading:**

Final grades for the course will be determined by each student's cumulative point total by the end of the term.

**Assessments:**

2 exams @ 50 points each	= 100 points
Pre-lab assignments @ 5 pts each	= 45 points
Lab Activities @ 10 pts each	= 90 points
Weekly Review Quizzes @10 pts ea	= 100 points
In-Class Activities	= 65 points
<u>Final Comprehensive exam</u>	<u>= 100 points</u>
<b>Total</b>	<b>= 550 points</b>

**Grading Scheme:**

90 - 100%	A
80 – 89%	B
70 – 79%	C
60 – 69%	D
59.9% and below	F

\*As this is a 10X course, I will not be assigning +/- grades.

**I. General Policies**

I. Attendance Policy: Students are expected to view all lectures provided on Moodle. Because materials will be available more than a week before due dates, no quizzes, lab work, or assignments will be accepted late.

If you have an emergency and must miss an exam, please let me know as soon as possible, providing documentation of your emergency, so that we can discuss turning in late work.

This course is a lab science course, so it is expected that you will attend at least 60% of the labs to gain a passing grade. If a student misses more than 3 labs, the student will automatically fail the course, regardless of the overall percentage for the remainder of the course.

Due to the high need for this class for all majors at Linn-Benton, there is always a long waiting list for enrollment. If an enrolled student does not login to the course Moodle page in the first week of class they will be dropped from the course.

## II. Learning Platform

To access the Moodle component, go to the Linn-Benton website at:

<http://www.linnbenton.edu/>, Select Quicklinks

- > Scroll down and select (Moodle) – right hand side of screen.
- > Create Account (if necessary). See the yellow hi-lighted area in the middle of the page.
- > Login with UserName and Password
- > On the left hand panel: Click on the respective course under “My Courses”
- > You may need to expand the folder by clicking on the “+” symbol.
- > Click on BI: Biology>Select BI102-2020(CRN) to enter the course area.

### On Moodle:

- Syllabus
- Course Schedule/Reading Schedule
- Additional Reading Resources
- Lecture Slides/Outlines
- Course Grades

### Assignment Expectations

All work for this class is due Sunday at 5pm. There are no exceptions for late work.

### Assignment Descriptions

**Pre-Lab Assignment:** Will be provided via download the each Friday before the weekly module begins.

**Labs:** Labs are intended to provide “hands-on” experience with materials. We will do as much of this is possible, but much of the work has been modified for remote learning. Students are responsible for their learning with lab material and will be tested on lab topics. Labs will be available as a download from the Lab Assignment Moodle page each week (titled with Lab# - Topic)

**Quizzes:** As noted, there will be weekly review quizzes over reading and lecture material. These are primarily to track your understanding of weekly topics and identify areas requiring more study/explanation before exams. There is no time limit on review quizzes, but you will only have one opportunity to complete the quiz. Once the quiz is opened, you must finish and submit it for your grade to be recorded.

**Exams:** Objective tests consisting of multiple choices, matching, short answer, binary decision, labeling, true/false, data analysis and graphing. Exams are closed book/note. You will have an hour to complete the two mid-term exams, and two hours to complete the final. Once you

open the exam, you must finish and submit it within the time limit for your grade to be recorded.

### **Make-up exams**

There will be **NO make-up exams** unless I am informed **in writing prior** to the exam that you will need to miss it for a documentable reason. You need to talk with me directly for approval to make up an exam. Exams will not be scheduled BEFORE the exam date for any reason. Approved late-takes must be made up before the end of the week of the exam. If an emergency arises on the exam day, you must call me and leave a message on my voicemail or send me an immediate text or e-mail, and then provide proper documentation at the scheduled time for the late-take. If you miss an exam without documentable reason, the grade is zero (exam grades are not dropped). Examine the schedule carefully and make appropriate schedule plans to take all exams on time.

**Extra Credit** will NOT be issued or allowed for missed work – there are no exceptions to this rule.

### **III. Special Circumstances**

**Non-Attendance:** Students enrolled in the class who do not participate during the first week of the term will be dropped from the course the second Monday of the term.

**Late Adds:** No student will be added to the course after the first week of classes. All material covered the first week, including labs, is subject to being on the unit quizzes and exams. Missing more than one week is very detrimental to a student's grade. If a person adds by the last day of the first week, that student must make an appointment with the instructor to get caught up with the lectures and lab and only then will the instructor sign the add form.

**Incomplete Policy:** An incomplete (IN) will only be issued when a student is unable to complete the last exam by the end of the term, and each incomplete grade will be accompanied by a signed contract specifying the conditions necessary to complete the course. This contract will be signed by the student and the instructor and placed on file in the SET division office. The Y grade can only be issued if the student has attended no more than 25% of class time and less than 25% of the coursework was submitted. The deadline to drop the course is the end of the 7<sup>th</sup> week.

**Special Accommodations:** Students who may need accommodations due to documented disabilities, or who have medical information which the instructor should know about, or who need special arrangements in an emergency, should speak with the instructor during the first

week of class. If you have not accessed services and think you may need them, please contact Center for Accessibility Resources, 917-4789. If you have documented your disability, remember that you must complete a "Request for Accommodations" form every term in order to receive accommodations. It is the student's responsibility to make any needs known to me within the first week of the semester, in writing, so that I can give appropriate accommodation. This includes but is not limited to disabilities of visual, hearing, learning, dates needed for religious holidays, court dates etc.

### **Withdrawing from Classes (Dropping a Class after the Refund Deadline)**

To drop a class or withdraw from school, you may turn in a Schedule Change form at the Registration Counter or use the SIS system. (For classes that meet four to seven weeks, you must process the withdrawal by 5 p.m. on the Friday before the last week of the class. For example, if the class is scheduled to meet four weeks, the deadline to withdraw is 5 p.m. on the Friday of the third week of the class.) If you withdraw from a course after the refund deadline, you will receive a "W" grade in the class, you will forfeit all claims to refunds, and you will be financially responsible for any tuition and fees. Failure to drop a class may impact your grade point average and financial aid eligibility. Note: For classes meeting eight or more weeks, the deadline to withdraw from the class is 5p.m. on Friday of the seventh week of the term.

## **III. Behavioral Expectations**

**Cell Phones:** As a courtesy to your fellow students and instructor, please turn off all cell phone sounds during live session instructional periods.

**IIIa. Academic Misconduct:** This includes any form of cheating and will not be tolerated. Students are encouraged to read the college catalog or Student Handbook for further details. If a student is found to have cheated on an exam, after due process the resulting grade will be a zero on the exam or quiz.

Repeat violations of this policy will be referred to the Dean of Science, Engineering and Math Division. Violations of academic honesty will be met with severe measures that may include failing the course or expulsion from the college.

**IIIb. Plagiarism:** Plagiarism is the taking of ideas that are not your own and attempting to submit them as your own this is also considered academic misconduct. Using someone else's work as your own, including your classmates work, can lead to serious consequences. Plagiarism is subject to disciplinary action and when appropriate will affect your grade. If you use a published source to quote or even paraphrase a reference it is critical to cite your

sources, when in doubt ask your instructor specifics about this policy – do not assume that “not knowing” will excuse you from this college-wide policy.

**IIIc. Professionalism:** All students in this class will treat each other and faculty with professionalism. Distracting and disrespectful behavior will not be tolerated.

## **IX. College Wide Policies**

Comprehensive nondiscrimination policy: LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws (for further information <http://po.linnbenton.edu/BPsandARs/> ). Policy 1015.

### **Basic Needs Policy**

Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Roadrunner Resource Center for support ([resources@linnbenton.edu](mailto:resources@linnbenton.edu) , or visit us on the web [www.linnbenton.edu/RRC](http://www.linnbenton.edu/RRC) under Student Support for Current Students). Our office can help students get connected to resources to help. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

**CRISIS?** Don't hesitate to reach out to me. For anything. Anytime.