

DUAL CREDIT BIOLOGY 105 SYLLABUS
KISHWAUKEE COLLEGE/SYCAMORE HIGH SCHOOL
2019-2020 School Year

This syllabus is intended to provide a guide to class expectations, policies, and schedules. If necessary, the syllabus may be changed to accommodate the needs of the class. It is the responsibility of the student to be aware of and understand the requirements listed in this syllabus.

COURSE INFORMATION

Course Title:	General Biology Laboratory (1 semester credit hour)
Course Number:	BIO 105
Time & Classroom:	Monday – Friday, 11:20 -12:05, Rm G208, Sycamore High School
Start Date:	August 14, 2019
End Date:	May 22, 2020
Instructor:	Scott Horlock M.S.
Office Location:	G208, Sycamore High School
Office Hours:	Mon. - Fri. 3rd hour, before or after school by appointment.
Office Phone:	815-899-8160
E-mail Address:	rhorlock@kish.edu shorlock@syc427.org
Faculty Web Site:	https://classroom.google.com class code: zbg3jt

COURSE DESCRIPTION

An introductory lab course that compliments biology 103.
Prerequisite: BIO 103 or concurrent enrollment. Optional laboratory to accompany BIO 103.
IAI: L1 900L

REQUIRED TEXTBOOK

Kishwaukee College Biology Department. Introductory Biology Lab Manual, Published by Stipes Publishing L.L.C. Purchase the book in the Kishwaukee College Bookstore.

CONCURRENT ENROLLMENT

Concurrent enrollment in or successful completion of the lecture component of a lecture/laboratory science course combination is required for continued enrollment in and completion of the associated laboratory section. Student withdrawal from the lecture component of the course for any reason will automatically result in the withdrawal from the laboratory section of the associated course, regardless of the grade earned in the laboratory section up to that point. Students will not be allowed to add back the laboratory section once automatically withdrawn.

ISLO: Critical Competence

PSLO: Analytic, Knowledge/Skills, Quantitative

1. Make careful and accurate measurements using laboratory Equipment. Be able to convert recorded measurements into other metric units.
2. Show knowledge of the proper use of a compound microscope by being able to identify the parts, and by being able to focus a specimen under HP.
3. Identify cellular structures such as the nucleus, cell membrane, cell wall, chloroplasts, stoma and cytoplasm within an animal or plant cell such as onion or Elodea.
4. Identify stages of animal development such as the zygote, blastula and gastrula.
5. Recognize the structures and functions of various plant reproductive and development examples.
6. Determine the phenotypic ratio as well as the genotypes and phenotypes of the parents, given an ear of corn.

ISLO: Creative Competence

PSLO: Adaptation, Innovation, Synthesis,

7. Differentiate the phases of mitosis (prophase, metaphase, anaphase, and telophase) given an onion root tip slide.
8. Recognize biotic and abiotic factors that affect the flow of energy and cycling of matter for freshwater ecosystems

STUDENT MATERIALS / TECHNOLOGY

1. Lab book listed above
2. Notebook and writing utensils
3. Graph paper
4. Calculator: a basic scientific calculator is all that is necessary; students will be required to use their own calculators on all tests and quizzes. Calculators on phones are not acceptable during tests and quizzes.
5. Access to the class website (listed above), parent portal, and KishSOS (optional).
6. Flash drive (optional)
7. Colored pencils/markers (optional)

STUDENT EXPECTATIONS

1. **SAFETY FIRST!** You are responsible for using the “Safety in the Laboratory” practices outlined in your lab book. If you understand the safety procedures, as written, and agree to follow the procedures, sign the “Syllabus Signature Page” and hand it to me before starting the first lab exercise. Your signature is required to attend class. If you have any questions about the safety practices, discuss them with me before you sign the signature page.
2. You are responsible for conducting all laboratory procedures on time and in a thorough and precise manner, answering all questions and making accurate thoroughly labeled drawings.
3. You are responsible for participating in the learning environment, using college level technical and communication skills. You are expected to be attentive, distraction free, and participate during class time.
4. Use of cell phones is strongly discouraged. Any use of an electronic device while a test or quiz is being given will result in a score of zero and there will not be an opportunity for a re-take.
5. Come to class with a positive attitude and always give your best effort.
6. Show respect for and be considerate of your classmates, yourself and your instructors
7. Come to class on time, be in your seat ready to go when the bell rings
8. Be prepared, come to class with the appropriate materials and assignments.
9. Follow directions
10. Clean up after yourself
11. If you do not understand something, please ask! Feel free to stop by my office or schedule an appointment.
12. Follow school rules as printed in the student handbook.
13. Unacceptable classroom learning behavior can result in a “0” for the assignment, “F” for the course or administrative withdrawal from the course.

GRADING SYSTEM (point allocation may be modified if needed)

Lab exercises:	14 @ 30 points each	= 420points
Quizzes:	14 @ 10 points each	= 140 points
Midterm exam:	1 @ 50 points	= 50 points
Final exam:	1 @ 50 points	= <u>50 points</u>
		= 660 points

The grading scale is as follows:	90 - 100%: 594 pts - 660 pts	= A
	80 - 89%: 528 pts - 593 pts	= B
	70 - 79%: 462 pts - 527 pts	= C
	60 - 69%: 396 pts - 461 pts	= D
	395 points or lower	= F

1. Grades will not be rounded up.
2. Extra credit is not available.
3. *Late assignments will NOT be accepted.* Requests for exceptions to this policy need to be made *in advance* of an assignment's due date. This includes assignments that are late due to sporting events and field trips!
4. A student will be given one day to make up missed assignments for each day of an *excused* absence. For example, if a student misses two days of school, that student will have two days after returning to school to make up missed assignments. *It is the student's responsibility to check with the instructor and make up any missed assignments, including labs, activities, tests and quizzes.*
5. Assignments that will be missed due to planned absences such as field trips, vacations, or athletic activities are due prior to the absence unless other arrangements have been made with the instructor. It is the student's responsibility to plan ahead for these absences. Missed assignments in these cases are subject to receiving a zero as a grade.
6. Please check KishSOS, My Student Info, under Academic Profile, Grades for your final class grade report.

ABSENCE POLICY/MAKE-UP POLICY

- It is the responsibility of the student to meet with the teacher at an appropriate time (before or after school is recommended) to discuss work that needs to be made up due to an absence.
- A student will be given one day to make up missed assignments for each day of an *excused* absence. For example, if a student misses two days of school, that student will have two days after returning to school to make up missed assignments.
- For a prearranged absence (field trips, in-school functions, vacations, college visits, AP exams, standardized testing, etc.) it is the student's responsibility to contact the teacher prior to the absence to determine what the student will be missing in class. All homework and other assignments must be completed in advance, unless otherwise arranged with the teacher. Failure to complete assignments in advance may result in loss of all credit for that work.
- Due to the nature of lab work there will only be one opportunity to make up a missed lab on a prearranged day after school. Lab makeup days will likely be Tuesdays after school.

COURSE OUTLINE (Tentative schedule and syllabus may be modified as needed)

DATES

	Lab
08/19 - 08/23	Lab 1 - The Light Microscope
08/19 - 08/23	Lab 2 - The Scientific Method
08/26 - 08/30	Lab 3 - Measurements and the Metric System
09/03 - 09/06	Lab 4 - Factors Affecting Protein Function
09/30 - 10/04	Lab 5 - Cell Structure and Function
10/28 - 11/01	Lab 6 - The Cell Cycle
11/11 - 11/15	Lab 7 - Animal Reproduction & Development
12/02 - 12/06	Lab 8 - Plant Reproduction & Development
12/10	Semester I Lab Final exam: comprehensive over first semester

01/06 - 01/10	Lab 9 - Genetics
01/20 - 01/24	Lab 10 - DNA & Protein Synthesis
02/03 - 02/07	Lab 11 - Gene Regulation
03/02 - 03/06	Lab 12 - Evolution
04/06 - 04/10	Lab 13 - Diversity of Life
04/20 - 04/24	Lab 14 - Ecology
05/11 - 05/14	Anatomy & Physiology
05/15	Semester II Lab Final Exam: comprehensive over semester II

CLASS WITHDRAWAL

A “W” cannot be given as a final grade. The student is responsible for officially withdrawing from the class according to procedures described in the college catalog. Any student that does not officially withdraw from the class will receive a letter grade. The last date for withdrawal for this course can be found at “My Class Schedule” on KishSOS. Kishwaukee College reserves the right to administratively withdraw at midterm those students who are not actively pursuing course objectives or who are in violation of standards of behavior as outlined in the Student Code of Conduct and Discipline. For a copy of the student conduct policy, contact the Vice President of Student Services Office or refer to the Kishwaukee College catalog.

INCOMPLETE GRADE

All course requirements must be completed by the end date for the course. In the event that extremely difficult circumstances merit granting a student more time to finish course requirements, an “Incomplete” (I) grade may be given. Taking an Incomplete is possible only at the instructor's discretion. To receive an Incomplete, a contract between the student and the instructor must be completed and approved regarding the completion of all remaining work within a strictly defined period of time. If the conditions of the contract are not met, an “I” grade may revert to an “F”.

ACADEMIC DISHONESTY

In order to evaluate student work, faculty must be able to trust that the work is original with a student and not the work of someone else. Cheating, falsifying information, forgery, plagiarism, and other dishonest actions will not be tolerated. Sanctions for academic dishonesty are at the discretion of the instructor and subject to appeal as provided in Student Code of Conduct and Discipline. A complete explanation of the policy and procedures surrounding academic dishonesty are outlined in the Kishwaukee College Catalog.

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