Instructor Name: Karen Fawley, Ph.D
Instructor Location of Office: Turner Neal Museum of Natural History, Room 101
Instructor Phone: 870-460-1165
Instructor E-mail Address: fawley@uamont.edu
Instructor Website: http://uam-web2.uamont.edu/facultyweb/fawley
Office hours: MW 9-10am; T 2-3:30pm; Th 9:40-11am or by appointment.
Course Title and Credit Hours: Biology 2041, Principles of Biology I Lab, 1 credit hour

Course Description: Laboratory exercises and demonstrations on statistics, the chemical basis of life, cell structure and function, metabolism, photosynthesis, and animal form and function. Designed for biology and other life science majors.

Prerequisites: ACT composite of 22 or BIOL 1063 (A.C.T. equivalent BIOL 1034) (Introduction to Biological Science) with a C or above. You may be dropped from this class if you do not have the prerequisites.

Student Learning Outcomes: This course is designed for biology and other life science majors or minors. Upon completion of this course, students should have a general understanding of the scientific method and experimental design with laboratory exercises on statistics, the chemical basis of life, cell structure and function, metabolism, photosynthesis, and animal form and function.

Required Textbook: None

Technical Support Information:
Online Help Desk: http://www.uamont.edu/pages/resources/academic-computing/

Email Assistance: Contact the Office of Information Technology; phone 870-460-1036; open Monday-Friday, 8 a.m. – 4:30 p.m.

Library Services: The computer section in the Library is open during regular Library hours. Go to the Taylor Library website for hours of operation: http://www.uamont.edu/pages/library/

Proposed UAM Attendance Policy:
Students are expected to attend all required class sessions during the semester. The University does not allow for unexcused absences. Each faculty member will determine his or her individual policies regarding excused absences, except in the case of a University sponsored event. Students involved in University sponsored events should be considered excused unless the proper notifications were not delivered to the instructor according to Policy XV on page 71 of the UAM Faculty Handbook.
Regardless of the reasons for a student missing, a faculty member may determine that
the student cannot complete the course requirements or demonstrate the expected
student learning outcomes within the timeframe of the course. The faculty member may
recommend that the student withdraw, award the student a failing grade (at end of term)
or, if warranted, assign the student an Incomplete.

Course-specific Attendance Policy:
Attendance will be taken during every lecture. In general, students who attend class
regularly make better grades. As a courtesy to the students in the class and the
instructor, please be on time.

Academic Alert:
The Academic Alert System is a retention program that puts students in contact with the
appropriate campus resources to assist them in meeting their educational goals at UAM.
If you are doing poorly in your academic work, are chronically absent from class, are
exhibiting disruptive behavior or are having difficulty adjusting to campus life, University
faculty, staff or a fellow student may report you to the Office of Academic Affairs through
the Academic Alert system.

Academic Resources:

THE CENTER FOR WRITING AND COMMUNICATION
Memorial Classroom Building, Room 113, (870) 460-1378
Home Page: http://www.uamont.edu/pages/school-of-arts-humanities/writing-center/
Mailing Address: P. O. Box 3460, Monticello, AR 71656

The Center for Writing and Communication (CWC) is a free service to University of
Arkansas at Monticello students. The CWC is staffed by UAM undergraduates who have
received special training in peer writing tutoring. The CWC can assist writers of any level
or major, on assignments from all disciplines and genres, and at all stages of the writing
process. Consultants can work with writers face to face or online, and a typical session
with a consultant lasts thirty to sixty minutes. To have the best session possible,
students seeking help should bring all materials, including the course syllabus,
assignment sheets, and any drafts previously completed. The CWC also has a suite of
laptops and computers for students working on writing projects and a resource library of
up-to-date citation guides, grammar handbooks, and guides for writing in many
disciplines and majors.

GENERAL EDUCATION TUTORIAL LAB
Harris Hall, (870) 460-1454
Any student who desires to be successful in his/her general education classes can
receive assistance through tutoring services available on the 2nd floor of Harris Hall.
Please watch for emails from Laura Hughes detailing this semester’s tutoring availability.

Students with Disabilities:
It is the policy of the University of Arkansas at Monticello to accommodate individuals
with disabilities. It is the policy of the University of Arkansas at Monticello to
accommodate individuals with disabilities pursuant to federal law and the University’s
commitment to equal educational opportunities. It is the responsibility of the student to
inform the instructor of any necessary accommodations at the beginning of the course.
Any student requiring accommodations should contact the Office of Special Student
Services located in Harris Hall Room 120; phone 870 460-1026; TDD 870 460-1626; Fax 870 460-1926; email: whitingm@uamont.edu.

For assistance on a College of Technology campus contact:
McGehee: Office of Special Student Services representative; phone 870 222-5360; fax 870 222-1105.
Crossett: Office of Special Student Services representative; phone 870 364-6414; fax 870 364-5707.

Feedback Schedule:
Most often, a student can generally expect a response to email within 24 hours Monday through Friday.

Assessments:
The exams in Principles of Biology I Lab may consist of multiple choice questions, short answer questions, labelling figures, matching, essay questions, and calculations. The quizzes may have the same type of questions as an exam, but should only take about 10-15 minutes. Quiz and exam material will be taken from lab handouts, pre-lab lectures and laboratory experiments or exercises. All exams and quizzes are closed book. The writing assignments in Principles of Biology I Lab will be answering questions or writing portions of a scientific report from a specific lab exercise. All writing assignments must be typed in complete sentences and will be evaluated for grammar and style.

Time Budgeting: Time management is an important indicator of how well you will succeed in college. Typically, an average student who wishes to achieve a C in the class should spend two hours studying outside of class for each hour spent in class. For Principles of Biology I Lab, this amount of time should be approximately 4 hours a week. However, this amount of time is only a suggestion. Everyone learns and studies differently, and the important thing is to budget your time and make a study strategy TODAY, not the night before the first quiz or exam. Please take every opportunity to ask questions and come by during office hours. I am here to help, so please don't be afraid to ask!

Grading Policy: The grade in Principles of Biology I is based on 3 exams (100 points each), 7 quizzes (20 points each; the lowest quiz is dropped), and 6 writing assignments (20 points each).

Scores on exams will be posted on the instructor's web site, http://uam-web2.uamont.edu/facultyweb/fawley, by a code number unless a student requests not to have his/her scores posted.

Make-up Labs/Quizzes: Due to time constraints, there will be no make-up labs or make-up quizzes. However, students can drop one 20 point quiz during the semester.

Make-up Exams: No make-up exams will be given, but the student can replace one missed exam with the final exam grade. Students can make-up one exam only, if they have a valid medical or personal excuse. The student must get in contact with the professor before or the day of the scheduled exam. Any additional missed exams will be counted as a zero.
Rescheduling Exams: If you are unable to take an exam at the scheduled time, please notify the instructor well before the day of the exam to reschedule at an earlier time.

Grade Assignment:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
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<tbody>
<tr>
<td>Quizzes</td>
<td>120 pts</td>
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<tr>
<td>Assignments</td>
<td>120 pts</td>
</tr>
<tr>
<td>Exams</td>
<td>300 pts</td>
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<tr>
<td></td>
<td>540 pts</td>
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</tbody>
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Grading scale

- 90-100    A
- 80-89     B
- 70-79     C
- 60-69     D
- Below 60  F

Student Conduct Statement:
Students at the University of Arkansas at Monticello are expected to conduct themselves appropriately, keeping in mind that they are subject to the laws of the community and standards of society. The student must not conduct him/herself in a manner that disrupts the academic community or breaches the freedom of other students to progress academically.

Cell phones and all electronics should be turned off and put away during class. Any cell phone that is found on a student’s desk during an exam or a quiz will result in an automatic zero. The use of cell phones as calculators during an exam or a quiz is prohibited.

Academic dishonesty:
1. Cheating: Students shall not give, receive, offer, or solicit information on examinations, quizzes, etc. This includes but is not limited to the following classes of dishonesty:
   a. Copying from another student’s paper;
   b. Use during the examination of prepared materials, notes, or texts other than those specifically permitted by the instructor;
   c. Collaboration with another student during the examination;
   d. Buying, selling, stealing, soliciting, or transmitting an examination or any material purported to be the unreleased contents of coming examinations or the use of any such material;
   e. Substituting for another person during an examination or allowing such substitutions for oneself.
2. Collusion: Collusion is defined as obtaining from another party, without specific approval in advance by the instructor, assistance in the production of work offered for credit to the extent that the work reflects the ideas of the party consulted rather than those of the person whose name is on the work submitted.
3. Duplicity: Duplicity is defined as offering for credit identical or substantially unchanged work in two or more courses, without specific advanced approval of the instructors involved.
4. Plagiarism: Plagiarism is defined as adopting and reproducing as one’s own, to appropriate to one’s use, and to incorporate in one’s own work without acknowledgement the ideas or passages from the writings or works of others.
For any instance of academic dishonesty that is discovered by the instructor, whether the dishonesty is found to be cheating, collusion, duplicity, or plagiarism, the result for the student(s) involved will a potential grade reduction to F (zero points) on the specific assignment or exams.

**Course Content Outline/Calendar:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Lab Topic</th>
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<tbody>
<tr>
<td>W</td>
<td>Lab 1. Statistics/Hypothesis Testing Part 1</td>
</tr>
<tr>
<td>W</td>
<td>Lab 2. Statistics/Hypothesis Testing Part 2</td>
</tr>
<tr>
<td>W</td>
<td>Lab 3. Biomolecules</td>
</tr>
<tr>
<td>W</td>
<td>Lab 4. DNA</td>
</tr>
<tr>
<td>W</td>
<td>LAB EXAM I (Labs 1-4)</td>
</tr>
<tr>
<td>W</td>
<td>Lab 5. Microscopy</td>
</tr>
<tr>
<td>W</td>
<td>Lab 6. Diffusion and Osmosis</td>
</tr>
<tr>
<td>W</td>
<td>Lab 7. Photosynthesis</td>
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<tr>
<td>W</td>
<td>Quiz-Photosynthesis; Review</td>
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<tr>
<td>W</td>
<td>LAB EXAM II (Labs 5-7)</td>
</tr>
<tr>
<td>W</td>
<td>Lab 8. Plant Form and Function: Epithelial/Connective Tissue</td>
</tr>
<tr>
<td>W</td>
<td>Lab 10. Animal Structure and Function: Muscle/Nerve Tissue</td>
</tr>
<tr>
<td>W</td>
<td>NO CLASS--THANKSGIVING HOLIDAY</td>
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<tr>
<td>W</td>
<td>FINAL EXAM (LAB EXAM III) (Labs 8-10)</td>
</tr>
</tbody>
</table>

**Assignment/Quiz /Exam Schedule:**

<table>
<thead>
<tr>
<th>Date</th>
<th>Lab Topic</th>
<th>Total pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>Lab Quiz- Lab 1. Statistics/Hypothesis Testing</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Questions-How to Write a Scientific Paper due</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Abstract for Lab 1&amp;2-Statistics/Hypothesis Testing due</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Lab Quiz-Lab 3. Biomolecules</td>
<td>20</td>
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<tr>
<td>W</td>
<td>LAB EXAM I (Labs 1-4)</td>
<td>100</td>
</tr>
<tr>
<td>W</td>
<td>Abstract for Lab 6-Diffusion Osmosis Lab due</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Lab Quiz-Lab 6.-Diffusion/Osmosis</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Abstract for Lab 7-Photosynthesis Lab due</td>
<td>20</td>
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<tr>
<td>W</td>
<td>Lab Quiz-Lab 7. Photosynthesis</td>
<td>20</td>
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<tr>
<td>W</td>
<td>LAB EXAM II (Labs 5-7)</td>
<td>100</td>
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<tr>
<td>W</td>
<td>Lab Quiz-Lab 8. Plant Form and Function Plant Form and Function Assignment due</td>
<td>20</td>
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<tr>
<td>Date</td>
<td>Lab Topic</td>
<td>Total pts</td>
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<tr>
<td>W</td>
<td>Nov 25 THANKSGIVING HOLIDAY</td>
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<tr>
<td>W</td>
<td>Dec 2 FINAL EXAM (LAB EXAM III) (Labs 8-10)</td>
<td>100</td>
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Special dates of concern:
- Wednesday, August 19: First day of classes.
- Friday, August 21: Last day to register or add classes.
- Monday, September 7: Labor Day Holiday
- Friday, October 2: Deadline to file for May graduation
- Wednesday, October 28: Last day to drop with a grade W.
- Monday, November 2: Preregistration for Spring 2016 begins
- Friday, November 13: Preregistration for Spring 2016 ends.
- Wednesday, November 25: No class; University offices open.
- Thursday-Friday, November 26-27: Thanksgiving Holiday
- Friday, December 4: Last day of classes.
- M-F, December 7-11: Final exam period.
- Wednesday, December 16: Fall conferral of degrees and awards.