Instructor Name: Karen Fawley, Ph.D
Instructor Location of Office: Museum of Natural History, Room 101
Instructor Phone: 870-460-1165
Instructor E-mail Address: fawley@uamont.edu
Instructor Website: http://www.uamont.edu/facultyweb/fawley
Office hours: MW, 9-10 am; W 2-3:30pm; Th,11am-12:30pm or by appointment.

Course Title and Credit Hours: Biology 3434, Regional Flora, 4 credit hours

Prerequisite: Biology 2143 (A.C.T. equivalent BIOL 1034) (General Botany) and Biology 2171 (General Botany Lab)

Required Textbooks:

Blackboard: The course syllabus will be posted on Blackboard. All other materials will be posted on the Instructor Website.

Course Description: The identification, preparation, and classification of regional vascular plants

Student Learning Outcomes: To familiarize students with regional vascular plants, plant identification, specimen preparation, and the principles of plant classification and nomenclature.

Course Assignments/Assessments:

<table>
<thead>
<tr>
<th>Date</th>
<th>Lecture/Lab* Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Th</td>
<td>Jan 12 Introduction/Botanical Nomenclature</td>
</tr>
<tr>
<td>T</td>
<td>Jan 17 Descriptive Terminology-vegetative characters *</td>
</tr>
<tr>
<td>Th</td>
<td>Jan 19 Plant Identification and Dichotomous Keys</td>
</tr>
<tr>
<td>T</td>
<td>Jan 24 Descriptive Terminology-flowers*</td>
</tr>
<tr>
<td>Th</td>
<td>Jan 26 Quiz 1 - Descriptive Terminology-vegetative characters/flowers</td>
</tr>
<tr>
<td>T</td>
<td>Jan 31 Descriptive Terminology-fruit*</td>
</tr>
<tr>
<td>Date</td>
<td>Lecture/Lab* Topic</td>
</tr>
<tr>
<td>-------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Th Feb 2</td>
<td>Quiz 2- Descriptive Terminology-fruits</td>
</tr>
<tr>
<td>T Feb 7</td>
<td>Plant Collecting and Documentation*; Use of Keys*</td>
</tr>
<tr>
<td>Th Feb 9</td>
<td>Review of Plant Evolution; Plant Classification; Basal Angiosperm Groups</td>
</tr>
<tr>
<td>T Feb 14</td>
<td>Basal Angiosperm Groups*/Eudicots, Part 1*</td>
</tr>
<tr>
<td>Th Feb 16</td>
<td>Quiz 3- Basal Angiosperm Groups; Eudicots, Part 1</td>
</tr>
<tr>
<td>T Feb 21</td>
<td>Eudicots, Part 2*</td>
</tr>
<tr>
<td>Th Feb 23</td>
<td>Quiz 4- Eudicots, Part 2</td>
</tr>
<tr>
<td>T Feb 28</td>
<td>Eudicots, Part 3*</td>
</tr>
<tr>
<td>Th Mar 2</td>
<td>Quiz 5 - Eudicots, Part 3</td>
</tr>
<tr>
<td>T Mar 7</td>
<td>Monocots, Part 1*</td>
</tr>
<tr>
<td>Th Mar 9</td>
<td>Quiz 6-Monocots, Part 1</td>
</tr>
<tr>
<td>T Mar 14</td>
<td>Monocots, Part 2*</td>
</tr>
<tr>
<td>Th Mar 16</td>
<td>Quiz 7-Monocots, Part 2</td>
</tr>
<tr>
<td>M-F Mar 20-24</td>
<td>SPRING BREAK!</td>
</tr>
<tr>
<td>T Mar 28</td>
<td>Monocots, Part 3* Plant Keying Exercise #1*</td>
</tr>
<tr>
<td>Th Mar 30</td>
<td>Quiz 8-Monocots, Part 3</td>
</tr>
<tr>
<td>T Apr 4</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 1 Plant Keying Exercise #2*</td>
</tr>
<tr>
<td>Th Apr 6</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 1</td>
</tr>
<tr>
<td>T Apr 11</td>
<td>Quiz 9-Arkansas Natural Divisions and Ecoregions, Part 1 Plant Keying Exercise #3*</td>
</tr>
<tr>
<td>Th Apr 13</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 2</td>
</tr>
<tr>
<td>T Apr 18</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 2 Plant Keying Exercise #4*</td>
</tr>
<tr>
<td>Date</td>
<td>Lecture Topic</td>
</tr>
<tr>
<td>--------</td>
<td>---------------</td>
</tr>
<tr>
<td>Th Apr 20</td>
<td>Quiz 10-Arkansas Natural Divisions and Ecoregions, Part 2</td>
</tr>
<tr>
<td>T Apr 25</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 3 Plant Keying Exercise #5*</td>
</tr>
<tr>
<td>Th Apr 27</td>
<td>Arkansas Natural Divisions and Ecoregions, Part 3</td>
</tr>
<tr>
<td>T May 2</td>
<td>Quiz 11-Arkansas Natural Divisions and Ecoregions, Part 3 Plant Keying Exercise #6*</td>
</tr>
</tbody>
</table>

The quizzes will be given in lab practical form using the projector. Some quiz questions will be short answer. All quizzes are closed book. In-lab evaluations (20 points each) and plant keying exercises (20 points each) must be completed and turned in by the end of lab.

**Fieldtrips:** Fieldtrip opportunities will most likely occur on weekends (usually on Saturday) in March and April. Transportation will be provided for each field trip.

**Special dates of concern:**
- Wednesday, January 11: First day of classes.
- Friday, January 13: Last day to register of add classes.
- Monday, January 16: Martin Luther King, Jr. Day
- Friday, February 24: Deadline to file for Aug and Dec 2017 graduation
- Tuesday, February 28: Last day to drop session C1 class with a grade W.
- Wednesday, March 2: Last day to drop session C2 class with a grade W.
- M-F (March 20-24): Spring Break!
- Wednesday, March 29: Last day to drop W.
- Monday, April 3: Preregistration for Fall and Summer 2017 begins
- Friday, April 14: Preregistration for Fall and Summer 2017 ends.
- Tuesday, May 2: Last day of classes.
- W-T, May 3-May 9: Final exam period.
- Friday, May 12: Commencement

**UAM Attendance Policy:**
Students are expected to participate in all required class activities and discussions during the semester. The University does not allow for unexcused absences. 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 lack of participation, 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.

Work Required:
  Academic Engagement:
    -- Attend lecture
    -- Attend lab
    -- Take quizzes
    -- In-lab evaluations
    -- Plant keying exercises
  Preparation:
    -- Read required materials for lecture and lab
    -- Examine herbarium specimens
    -- Learn scientific names and plant families
    -- Turn in in-lab evaluations during lab
    -- Review notes and study for quizzes

Overall Total Obligation:
  75 hours – (3 hours of lab per week + 2 hours outside of lab)
  75 hours - (3 hours of lecture per week + 2 hours outside of lab)
  Total hours- 150 hours

Explanation of Grading Policy: The grade in Regional Flora is based on 11 quizzes (30 points each; the lowest quiz is dropped), 6 plant keying assignments (20 points each), and 10 in-lab evaluations (20 points each; the lowest in-lab evaluation is dropped).

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 30 point quiz during the semester.

Grade Assignment:

<table>
<thead>
<tr>
<th>%Grading scale</th>
<th>Quizzes 300 pts</th>
<th>In-Lab Evaluation 180 pts</th>
<th>Plant Keying Exercises 120 pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>90-100 A</td>
<td></td>
<td>80-89 B</td>
<td>70-79 C</td>
</tr>
<tr>
<td>60-69 D</td>
<td></td>
<td></td>
<td>Below 60 F</td>
</tr>
<tr>
<td>Below 60 F</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Technical Support Information:**  
Blackboard Assistance:  
Contact Office of Instructional Technology; phone 870-460-1663; open Monday-Friday, 8 a.m. – 4:30 p.m.  
Online Help Desk: [http://www.uamont.edu/pages/resources/academic-computing/](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/](http://www.uamont.edu/pages/library/)

**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.

**THE CENTER FOR WRITING AND COMMUNICATION**
The Center for Writing and Communication (CWC) is a free service to University of Arkansas at Monticello students and is designed to assist writers of any level or major, on assignments from all disciplines and genres, and at all stages of the writing process. Memorial Classroom Building, Room 113, (870) 460-1378  

**UNIVERSITY TUTORING CENTER**
Harris Hall, (870) 460-1454  
All students have access to tutoring services on the 2nd floor of Harris Hall.

**MATH TUTORIAL LAB**
Math and Science Center, 870-460-1016  
Free one-on-one tutoring is available for any mathematics class. Help with ALEKS, WebAssign, and MyMathLab is available. Math tutoring is located in the A-Wing of the Science Center.

**STUDENT HANDBOOK**
Each student is responsible for reading the student handbook including the rules and policies regarding conduct codes and academic dishonesty. The Student Handbook is located at the following link:  

**UNIVERSITY BEHAVIOR INTERVENTION TEAM**
The Behavior Intervention Team (UBIT) purpose is to promote a safe and productive learning, living, and working environment by addressing the needs of students, faculty, and staff. If you or a classmate is in need of help, please submit a concern at [https://publicdocs.maxient.com/reportingform.php?UnivofArkansasMonticello&layout_id=10](https://publicdocs.maxient.com/reportingform.php?UnivofArkansasMonticello&layout_id=10) or call 870-460-1454. In case of emergency please call 911.
Students with Disabilities:
Any student requiring special 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.

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.

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.