Instructor: Dr. Josephine Taylor  
Department: Biology  
Email: jtaylor@sfasu.edu  
Phone: 468-2268; Please provide a local telephone number when requesting a return call.  
Office: S216  
Office Hours: TBA  
Class meeting time and place: TBA  
Text and Materials: Secondary literature to identify pollinators and pollen grains.

Number of Credit Hours: 1

Course Prerequisites and Corequisites: Permission of instructor and department chair.

Program Learning Outcomes:  
Program Learning Outcome #1: The student will demonstrate a good knowledge base in biological concepts and be able to integrate knowledge with critical thinking skills to become problem solvers. Knowledge base will include: levels of complexity (molecular/cellular through population/communities/ecosystems), biological principles and processes.

Program Learning Outcome #2: The student will clearly communicate scientific information; provide clear structure and transitions; demonstrate scientific tone, language, and form.

Program Learning Outcome #5: The student will demonstrate preparation for future career and educational goals utilizing the knowledge and training during their academic program.

General Education Core Curriculum Objectives/Outcomes:  
This course is not included in the general education core curriculum.

Student Learning Outcomes:  
Students who complete BIO 475.008 will be able to:  
1. Collect 10 insect pollinators and pollen from 10 flowering plants (PLO 1, 5).  
2. Prepare samples for scanning electron microscopy, then photograph pollen grains from both sources using the SEM (PLO 1, 5).  
3. Report results following the format of a scientific paper (PLO 1, 2, 5).

Course Requirements:  
Upon satisfaction of all student learning outcomes above, a grade will be assigned as follows: A- excellent, B- good, C- acceptable, D- unacceptable.
Attendance Policy
Excused absences will be granted for: students participating in university sponsored events, serious illness, or a family emergency. A list of students to be absent from campus to attend various events is published and distributed to the faculty. Otherwise, you will need to bring written confirmation of illness or emergency from a doctor or family member to be granted an excused absence. University policy states that students with acceptable excuses will be permitted to make up work for absences to a maximum of 3 weeks of a semester (p. 44, General Bulletin).

Academic Integrity (A-9.1)
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Withheld Grades Semester Grades Policy (A-54)
Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

Students with Disabilities
To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the
semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

**Acceptable Student Behavior**

Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.