BIOL 1108 - 022
LAB Biology for Non-Science Majors

GENERAL INFORMATION
Instructor: Dr. Carmen G. Montaña
Office: 123 Biology
Phone: 936-468-2322
montanascg@sfasu.edu

TAs: Erin Shepta (sheptaec@jacks.sfasu.edu)
Savannah Damiano (damianos@jacks.sfasu.edu)

MEETING TIME/PLACE
Wednesday: 4:00 – 5:50 pm room 103 L. Miller Science

COURSE DESCRIPTION
Laboratory study of the fundamental concepts of Biology for non-science majors, including the origin of life, cell structure and function, growth and reproduction, genetics, evolution and ecology.

Text and Materials: All lab materials will be made available online via D2L. You are responsible for downloading and printing a copy of the day’s lab.

General Education Core Curriculum Objectives
BIOL 1308/1108 Biology for Non-Science Majors is part of the SFA Core Curriculum for Sciences. This course will include the following core learning objectives:

1. Critical Thinking Skills
2. Communication Skills
3. Empirical and Quantitative Skills
4. Teamwork

Student Learning Objectives

- CORE LEARNING OBJECTIVE 1. Students will demonstrate critical thinking skills as exemplified by the scientific method. Students will define research questions, identify null and alternative hypotheses, gather and analyze data, and discover which hypothesis was supported by the data.
- CORE LEARNING OBJECTIVE 3. Students will gather and analyze data mathematically, including descriptive statistics.
- CORE LEARNING OBJECTIVE 4. Students will frequently work together in teams to accomplish lab projects.
LAB GRADING

**Pre-Lab Quizzes**  
12 Labs x 100 pts  
1200 pts

Drop one lab  
-100  
**1100 pts**

Each lab is worth 100 pts total broken down as follows:

1) Prelab quizzes (10 pts)
   - Prelab quizzes will be taken online and are due **ten minutes** before lab begins. Prelab quizzes will cover concepts (boldface words) and lab procedures for the day. You need to familiarize yourself with the day’s activities. Missed lab quizzes CANNOT be made up!

2) Lab assignment (80 pts)
   - There will be an assignment that will either be completed in lab and turned in before you leave OR will be turned in on the D2L DropBox later during the week

3) Participation/citizenship (10 pts)
   - Points may be deducted from for any of the following:
     - 1 point per minute tardy
     - Failure to bring a printed copy of the day’s lab
     - Failure to clean up, leaving your table or glassware messy
     - Failure to return instruments to their lab kits.
     - Bringing food or beverages into lab.
     - Using cell phones (unless specifically allowed) during lab
     - Doing outside work during lab
   - Note that we cannot always tell which student at lab table was responsible for being messy, in which case all students at that table may be penalized

Your lowest lab grade will be dropped.

Final grades are computed as follows:

\[
\frac{2}{3} \text{ lecture score} + \frac{1}{3} \text{ lab score} = \text{Final Grade}
\]

You will receive the same grade in BOTH lecture and lab
Credit Hour Justification

The lab represents 1 credit hour of work. As per the University policy 5.4, one credit hour of work includes the time spent in course, plus two hours of outside work per week. The lab portion of this course requires the following time commitments:

- One hour of prep time per lab per week. During this time students should read the lab and become familiar with the lab exercises. Preparation time also includes taking the prelab quiz, which will be available on D2L and is due **BEFORE** lab starts, no exceptions.
- Two hours of lab per week
- Some labs periods will be spent gathering data and will require students to perform post-lab analysis or writeups that will be turned in the D2L DropBox. These activities occur only sporadically through the semester, but average out to an hour per week.

Attendance Policy:

Attendance is mandatory each week. Because our laboratory classroom is shared by other courses, missed lab activities cannot be set up to be performed at times outside our scheduled class time. University policy requires faculty to allow students to make up 15% (one week) of missed work. This is equivalent to the dropped lab. **Subsequent unexcused absences cannot be made up.** Up to two additional excused absences can be made up **with an alternate assignment or quiz.** Absences are excused for SFASU sponsored events, family emergencies, and sickness.

- You must notify me **in advance** when you will miss lab for a SFASU sponsored event.
- Family emergencies **must be submitted to the Office of Student Rights and Responsibilities** to have the absence excused.
- Absences due to sickness **require a note from a medical professional.** There is a health clinic on campus that is available to students for little to no cost.

Lab Safety:

1. No food or drink allowed in lab.
2. No tobacco products (including vapes) allowed in the lab, including outdoor exercises.
3. Cell phones and personal electronics must be turned off and put away, unless specifically allowed by the lab instructor.
4. Lab coats and safety goggles are not required. When gloves are needed they will be provided in lab.
5. Face masks, although they cannot be required, are encouraged.

Covid Safety:

Due to the number of students and large lab sizes, you will not be able to effectively social distance. Due to the governor’s mandate, we cannot require facemasks. However, we strongly encourage using facemasks while in lab. Further, we STRONGLY recommend that all students be vaccinated in order to protect yourselves and those around you.
# Tentative Lab Schedule

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<th>Topic</th>
<th>Post-Lab Write Up</th>
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<td>Aug.</td>
<td>25 No Lab</td>
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<td>Sept.</td>
<td>1 What is Science?</td>
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<td>8 Organic Molecules</td>
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<td>15 The Microscope</td>
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<td>6 Mitosis</td>
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<td>13 DNA Extraction</td>
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<td>20 Reproduction</td>
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<td>27 Enzymes</td>
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<td>Nov.</td>
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<td>17 Ecology</td>
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<td>24 Thanksgiving- No Class</td>
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CLASS POLICIES

1. Communicating to your professor: Email will be the primary means of communication for the course. So please, check your email often. **Any correspondence to your professor should follow the following format**: subject line: **BIOL-1108**, to whom (Dr. or professor xx), statement, thank you, and student’s name. The professor has the right of not answering emails to those students that fail to follow this format. **Note**: Do not contact me via D2L as I do not utilize that method for class communication.

2. Grades cannot be discussed via e-mail at any time due to federal law. I will speak to you in person instead during my office hours. DO NOT involve a third-party who is not affiliated in an official capacity with SFASU (e.g., friend, roommate) in any matters pertaining to your enrollment in this course. Your instructor is legally prohibited from discussing most course/grade-related issues with third parties according to the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99).

3. Completing assignments: It is your responsibility to complete assignments in a timely manner. I will not accept any late submissions on discussion questions.

5. Attendance policy: Attendance is mandatory. One unexcused absence will result in your final grade being reduced by one letter grade; two unexcused absences will result in your final grade being reduced to an F.

6. Entering class late: Entering a lab late can qualify as disruptive behavior when the student disturbs me during my lecture or disturbs the students around them while becoming situated. See below for more details.

7. Missed Exams: The only exception for missing the lab/assignments is if the absence is planned and approved by the instructor at least 15 days prior to the date of absence or upon receipt of a documented medical excuse or an excuse provided by the office of the Vice President for Academic Affairs. In this case an alternative date for making up the lab will be given.

8. Disruptive behavior policy: A student may be asked to leave the classroom for any behavior I find disruptive. A first offence will not be penalized; however, further offences may be penalized with reduction in a student’s final grade as follows: 10% for a second offence, 20% for a third offence, etc.

9. Plagiarism policy: A first offence will be penalized with a zero that cannot be dropped. A second offence will be penalized with an F and/or the option to drop the course.

10. Extra credit: There will be NO PERSONAL extra credit or bonus point opportunities under any circumstance or for any reason. I reserve the right to assign class bonus points at any time.

OTHER POLICIES

Conduct Policy: Usage of tobacco products is not permitted in this class.

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](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.

**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/](http://www.sfasu.edu/disabilityservices/).

**Responsible Use of Technology:** It is expected that all students will only use cell phones, PDAs, laptop computers, MP3 players and other technology outside of class time or when appropriate in class. Answering a cell phone, texting, listening to music or using a laptop computer for matters unrelated to the course may be grounds for dismissal from class or other penalties.

**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.

**University Policy 13.9 deals with firearms and the concealed carry policy.** Students with concealed carry licenses that choose to carry on campus are required to follow all Texas laws and
University policies and it is their responsibility to understand and comply accordingly. See: http://www.sfasu.edu/policies/13.9-Firearms-Explosives-and-Ammunition.pdf

Mental Health Resources. SFASU values students’ mental health and the role it plays in academic and overall student success. SFA provides a variety of resources to support student’s mental health and wellness. Many of these resources are free, and all of them are confidential.

On-campus Resources:
SFASU Counseling Services
www.sfasu.edu/counselingservices
3rd Floor Rusk Building
936-468-2401

SFASU Human Services Counseling Clinic
www.sfasu.edu/humanservices/139.asp
Human Services Room 202
936-468-1041

Crisis Resources:
Burke 24-hour crisis line 1(800) 392-8343
Suicide Prevention Lifeline 1(800) 273-TALK (8255)
Crisis Text Line: Text HELLO to 741-741