

**WLAC Spring 2014 Introductory Biology – BIO3B  
Laboratory Class Syllabus**

**Spring 2015  
Susie Huber-Lytal, MS**

**Thursday 1:00pm – 4:15 pm section # 0406 MSA 309**

**Thursday 5:45pm – 9:00 pm section # 4958 MSA 309**

Office hours 4:15 – 4:45pm in MSA 309 by appointment via email → [bio3lytal@gmail.com](mailto:bio3lytal@gmail.com). Please use this email for communication outside of class.

Course description: **3 Introduction to Biology (4) UC:CSU**

This is a course in general biology designed to fulfill a laboratory science requirement for students not majoring in biology. Students must be enrolled concurrently in a lecture and lab section. The lecture portion of the course (Biology3A) emphasizes the basic principles in biology and the fundamental characteristics of all living organisms. Lecture topics include the scientific method, cell structure and function, levels of organization of living organisms, heredity, and the genetic control of cellular processes, evolution, and ecology. The laboratory portion of the course (Biology 3B) emphasizes the diversity of living organisms. Laboratory topics include an introduction to the microscope, study of the cell, a survey of the microorganisms, plants and animals that comprise the kingdoms of life, and the anatomic study of the earthworm, grasshopper, and fetal pig. *Note: 3A and 3B must be taken concurrently. Biology 3A and 3B do not transfer separately. UC Transfer Credit Limit: No credit will be given for Biology 3A or 3B if taken after Biology 6 or 7.*

**3A Introduction to Biology – Lecture (3) UC:CSU**

**3B Introduction to Biology – Laboratory (1) UC:CSU – *this class is the laboratory section***

Course requirements: to receive a passing grade, the student must be able to show reasonable working knowledge of the subject matter covered during class both the laboratory exercises and in-lab discussions. The letter grade (A, B, C, D, or F) reflects the percentages earned during in-lab quizzes and tests in addition to attendance points. There are two practicum style tests, the midterm and the final exam. There will be quizzes for each lab module completed during lab activities. **This class is an intensive learning experience that covers material at a rapid pace – approximately a full lab exercise per day (see schedule below). The student is expected to prepare for each class *prior* to the beginning of class and study each module outside of class time.**

**Required materials for lab:** Biology Laboratory Manual (yellow cover), by Steven Fink, available at the bookstore, quiz strip style scan trons (10 in total), pencils, erasers.

**Optional material:** calculator (stand alone device only, phone feature calculators not allowed), graph paper, colored pencils, dedicated lab notebook for details on each lab exercise and outcomes, another book on basic biology for another perspective on a topic you are studying, a handy place to keep relevant material, equations, conversions, techniques, diagrams, etc., note cards.

- **Student learning outcomes:** The student will (by the end of the course) be able to describe the scientific method, understand and use the metric system, categorize organisms and describe characteristics of those organisms. The student will also be able to recognize various organisms introduced in class, categorize them based on their observable features. The student will show an understanding of the procedures used during lab exercises and be able to discuss them in detail and their application in the learning process. Employ (Apply) the steps of the scientific method to conduct laboratory investigations.
- Conduct laboratory investigations according to given experimental procedure, collect and analyze resulting experimental data, and formulate valid conclusions based on the results.

#### IN-CLASS POINT OPPORTUNITIES

**10** point quiz with each lab module - ten highest scores to count, (given weekly in the Spring session), please see laboratory schedule. Quizzes are administered at the beginning of class, late comers will not be allowed to take the quiz.

**100** point midterm, NO MAKE UPS, NO EXCEPTIONS

**100** point final exam, NO MAKE UPS, NO EXCEPTIONS

Attendance points are assigned daily at the beginning **and** end of class, one point for each roll call daily. You must be present to be awarded points, i.e. arriving late and/or leaving early are penalized by not awarding attendance points for the day. In addition, leaving early will delete an attendance point awarded for being present during initial roll call at the beginning of class. This ensures the students participation for the duration of class, which is especially important during science classes. The points awarded for attendance are added into the score earned for quantifiable efforts in class including quizzes, midterm, and the final exam.

Grading Policy: Grades are assigned according to points earned as a percentage of total points for the sum of the 10 quiz scores, the midterm and final practicum style exams. There are NO MAKEUP EXAMS for the midterm and final exams. Students may ask for clarification on a grade without fear of penalty; i.e. if an error has been made, and points were awarded on a “wrong” answer, these points will not be taken away for any reason if/when it is discovered by the instructor (no foul for accidentally getting a point awarded).

**No Cheating, no Academic Dishonesty Tolerated.** Scholastic dishonesty is not tolerated, and includes but is not limited to the description following: “cheating” includes copying from another student’s test paper, using material during a test that is not authorized by the instructor(crib sheets), failing to comply with instructions given by the person in charge, collaborating with or seeking aid or receiving assistance from another student or individual during a test or in conjunction with another assignment without authorization, discussing the contents of an examination with a student who will take the examination, removing an exam paper after the conclusion of the test taking period, or divulging exam material with the purpose of preserving the exam material outside of the class room. Once an exam has begun, the

student is not to leave the room prior to the conclusion of the exam period. If the student leaves during this time, a grade of zero will be given to the student who left the room.

All cell phones and pagers are to be turned off or silenced during class (not on vibrate). All cell phones are to be put away out of view during class; there is no text messaging, web browsing, etc, during class. There will be **no eating** during class time. Failure to adhere to these classroom rules may result in your being dismissed from class and/or an academic penalty (points deducted from your end score, 1 point deducted for first violation, 5 points deducted for second violation).

**NO COMMUNICATION DEVICES ARE TO BE USED IN CLASS FOR ANY REASON. IF YOU NEED TO COMMUNICATE WITH THE WORLD, PLEASE DO IT OUTSIDE OF CLASS. THIS NOTICE INCLUDES TEXTING, CHECKING EMAIL, WEB BROWSING, PHONE CALLS, OR ANY OTHER TYPE OF MESSAGING MODE YOU MAY POSSIBLY USE.**

If you wish to use a calculator you may do so, it must be a standalone device, not a feature on your cell phone. No phones out during class, period. First offense results in a warning; second offense results in dismissal for the day for the offending student with loss of attendance points if any earned that day in addition to the point penalties as discussed above.

#### **Grading scale**

90 – 100% A	“Excellent”
89 – 80% B	“Good”
79 – 70% C	“Satisfactory”
69 – 60% D	“Inferior, Passing but not necessarily meeting curriculum requirements”
59% and below F	“Fail”

Last day to drop **without** a W February 20<sup>st</sup>

Last day to drop a class **with** a W May 8<sup>th</sup>

All dates are tentative and may be subject to change. Exam dates are shown below in bold. Dates will be covered during lab discussion weekly, it is the student’s responsibility to keep current with any announced date changes.

Keep track of your scores here!

Quiz 1	Quiz 9
Quiz 2	Quiz 10
Quiz 3	Quiz 11
Quiz 4	Quiz 12
Quiz 5	Quiz 13
Quiz 6	Quiz 14
Quiz 7	No quiz the week of the midterm
Quiz 8	No quiz the week of the final exam

Midterm (100 points possible)= \_\_\_\_\_

**Your grade going into the final exam: follow the steps below to estimate your grade before the exam.**

Total for 10 quizzes and midterm (200 points possible)= \_\_\_\_\_

Calculate your percentage of quizzes and the midterm by dividing your score by 200.

Your score/200 = 0.xxx

Then multiply your number by 100 to get your percentage. Refer to the grade scale to approximate your grade in class prior to the final practicum.

Regarding grade outcomes; if you wish to achieve a grade of A in this class you must have an A going into the final exam from quizzes and the midterm (180 points or more for quizzes, the midterm and perfect attendance). If you wish to receive a grade of B in the class you must have a B going into the final exam from quizzes and the midterm. If you wish to receive a satisfactory grade in this class (aka C), you must be passing prior to the final exam (160 points or more for quizzes, the midterm and perfect attendance). Do not depend on the final exam to raise your grade, as statistically this is unlikely. Top grades in science classes require dedication and time investment throughout the duration of the course. This is achievable if the student begins and remains dedicated to their studies for the duration of the course. The rule-of-thumb is that for each hour of class time, there are three hours of study time required. Thus you will be studying for at least 9 hours per day for Biology lab. The quizzes are important and as they are given almost daily, *it is essential to keep abreast of the material by **pre-reading both the lab manual and the text book.*** This exposure makes it possible for the student to begin the class from a perspective of review rather than initial information gathering. The class duration is short; there are just 15 class meetings in the Spring session at West Los Angeles College. If your quiz scores are not reflecting the outcome you wish for the class in general, *immediately* revise your study habits and make positive changes. It is important to make the most of each day, particularly during the session of a science class.

Student learning Outcomes

Students will demonstrate a solid working knowledge of the Kingdoms of Life and their characteristics. Feeding habits, reproduction, and strategies of survival are included. <sup>1</sup>Use of the microscope, preparation of wet mount slides, safety protocols, and the metric system are additional requirements in order to receive a passing grade or higher.

***“Don’t judge each day by the harvest you reap but by the seeds that you plant.”***

***Robert Louis Stevenson***