CASPER COLLEGE COURSE SYLLABUS
BIOL 1000, Introduction to Biology I

Semester/Year: Fall 2015

Lecture Hours: 3	**Lab Hours**: 3	**Credit Hours**: 4
Class Time:	**Days:**	**Room:**
Lecture**:** 11-12:15 PM	Tuesday/Thursday	LS 209
Lab E: 1-3 PM	Tuesday	LS 203
Lab F: 3-5 PM	Tuesday	LS 203

You must be scheduled for one of **Labs E or **F** in addition to the lecture component of this course. Please DO NOT register for a separate lab section.*
***30 minutes per week of additional lab time is required! See Instructor's Door Schedule for TBA times.*

Instructor's Name: Kelly Keenan, M.S.

Instructor's office location:	**Office Phone:**	**Email:**
LS 105	(307) 268-2302	kelly.keenan@caspercolllge.edu

Office Hours: Monday and Wednesday 9-11 am as well as Friday 10-11 am

Course Description: A study of the cell as a unit of life, the chemistry of life, evolution, genetics, and an overview of the functioning of organs and organ systems of vertebrates. General biological principles such as homeostasis, cell structure/function and evolutionary relationships are emphasized. This course is appropriate for biology and biology-related majors, especially those pursuing health-related degrees such as Nursing, Medical Technology, Occupational Therapy, Physical Therapy, etc. It also fulfills the laboratory science requirements of such majors as education, social behavioral sciences, humanistic studies, English, etc. Biology at the high school level is desirable but not required.

Statement of Prerequisites: none other than freshmen standing

Goal: To present to the student the basic concepts of matter, energy, and the cell. Further, to build on these concepts such that the student becomes acquainted with the organization, structure and function of living systems.

Outcomes *: As a result of successful completion of BIOL 1000, students shall be able to:

1. Use the scientific method
2. Describe the difference between organic and inorganic molecules
3. Match organelle structure with function
4. Explain the need for enzymes in the maintenance of living things
5. Discuss cell division processes
6. Distinguish the workings and interdependence of the musculoskeletal, circulatory, respiratory, digestive, excretory, immune, lymphatic, reproductive, nervous and endocrine systems in the human body.

**** The degree to which the student achieves these outcomes is dependent on the effort exerted by the student and is reflected in the grade earned in this class.***

Methodology: Introduction to Biology is directed at students who may take no further courses in biology or related fields. For this reason, emphasis is placed on material that will enable the student to understand physiological processes related to everyday life. Basic human anatomy is presented in the lab (manikins) and a representative mammal will be dissected (fetal pig).

Evaluation Criteria:
The final grade will be based on both lab and lecture exams. Each exam given will be worth 100pts. Grades for this course will be assigned on a percentage bases (90-100% = A; 80-89% = B; 70-79% = C; 60-69% = D; <60% = F).

Lecture: Lecture is worth approximately 70% of your course grade, and is worth 800 points. There will be 8 lecture exams of the objective type covering Units 1-8 (See Lecture Topics). Each exam will be 50 questions worth a total of 100 points (2 points per question). There will be NO makeup exams for lectures exams**.**

Lab: The laboratory portion of the course constitutes the remaining 30% of your grade, and is worth 500 points. Four lab exams, each worth 100 points, will be given during the term (see Lab Schedule). There will also be one lab assignment worth 100 points. You will not receive a separate final grade for lab AND there are NO makeup exams in lab.

If you take all 8 lecture exams and all 4 lab exams, the lowest 3 *exams* will be dropped. If you are missing tests, they will count as your dropped exams. *Note you will not be able to drop your lab assignment grade.*

Recitation: Recitation is a complement to lecture and lab so that students can Obtain clarification on concepts, facts, and processes covered in lecture and lab. Bring questions you have from lectures based off of your notes or from concepts covered in lab.

Casper College may collect samples of student work demonstrating achievement of the above outcomes. Any personally identifying information will be removed from student work.

Text, Readings, and Materials:
Lecture: optional *Human Biology: Concepts and Current Issues*, 7th edition by Michael D. Johnson
Lab: Handouts provided

Class Policies: Students will be allowed to withdraw or change to audit status any time prior to the last exam, but must discuss these changes with the instructor and receive permission to do so. The institutional withdraw deadline is November 12, 2015.

Cell phones are to be turned to a "vibrate" or "silent" mode at all times. If you must take a call, please exit the classroom quietly and conduct your call in the front lobby of the Life Science Building.

Student Rights and Responsibilities: Please refer to the Casper College Student Conduct and Judicial Code for information concerning your rights and responsibilities as a Casper College Student.

Chain of Command: If you have any problems with this class, you should first contact the instructor to attempt to solve the problem. If you are not satisfied with the solution offered by the instructor, you should then take the matter through the appropriate chain of command starting with the Department Head (Dr. Scott Johnson), the Dean (Dr. Grant Wilson), and lastly the Vice President for Academic Affairs (Dr. Shawn Powell).

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty. Proven plagiarism or any form of dishonesty associated with the academic process can result in the offender failing the course in which the offense was committed or expulsion from school. See the Casper College Student Code of Conduct for more information on this topic.

Official Means of Communication: Casper College faculty and staff will employ the student's assigned Casper College email account as a primary method of communication. Students are responsible to check their account regularly. This is also, where you will find course evaluation links during course evaluation periods.

ADA Accommodations Policy: If you need academic accommodations because of a disability, please inform me as soon as possible. See me privately after class, or during my office hours. To request academic accommodations, students must first consult with the college's Disability Services Counselor located in the Gateway Building, Room 344, (307) 268-2557, bheuer@caspercollege.edu . The Disability Services Counselor is responsible for reviewing documentation provided by students requesting accommodations, determining eligibility for accommodations, and helping students request and use appropriate accommodations.

Additional Information:

1. All lecture exams are objective (multiple choice, true-false, matching) and closed book/closed notes.

2. You must attend lecture and lab periods, as well as recitation weekly.

3. Pre/Post Exam: You are required to take a pre and post exam for this course. The pre test is scheduled for your 1st lab period 8/24. The post test is scheduled for your last lab period on 7/12. **You MUST have a score reported for both of these exams in order to be considered as having completed the course.**

4. Mid-Term Grades: You will not receive an accurate mid-term grade if any test grades are missing.

5. **Privacy Act: On every exam answer sheet you must print first and last name on the front and back. When exams are returned they must remain face down while you identify your exam answer sheet**

6. There will be ZERO tolerance of cheating. Those students caught cheating will receive an "F" grade for the course (see student handbook).

7. Absolutely no electronic devices of any kind during exams.

8. This course involves dissection of a representative mammal in lab and lecture material includes discussion of anatomical structures and functions. If you are uncomfortable with this material, please consider taking a different course for your lab science.

The instructor reserves the right to change this syllabus at any time, provided students are properly notified in writing

Tentative Lecture Exams by Topic
BIOL-1000
Fall 2015

UNIT 1	Introduction, Biological Chemistry and the Cell
UNIT 2	Cell Division, Protein Synthesis, Cellular Respiration
UNIT 3	Integument, Skeletal and Muscular System
UNIT 4	Digestive and Excretory System
UNIT 5	Cardiovascular and Immune System
UNIT 6	Respiration, Aging, and Cancer
UNIT 7	Reproduction and Nervous System
UNIT 8	Endocrine System

Tentative Lab Exams by Topic
BIOL-1000
Fall 2015

Exam 1	Microscopes, Tissues, Cell Division & Cell Structure
Exam 2	Skeletal System
Exam 3	Digestive and Respiratory Systems
Exam 4	Cardiovascular and Urogenital Systems

BIOL 1000 Tentative Lecture Schedule
Class: Tue/Thur 11-12:15 PM
Room: LS 209

Day	Content	Readings
Aug 25	Course Introduction and Syllabus	Syllabus
27	Characteristics of Life & Scientific Method	Ch 1
Sep 1	Biological Chemistry	Ch 2
3	The Cell	Ch 3 & 4
8	**EXAM UNIT 1**	
10	Cell Division	Ch 17
15	Protein Synthesis and Cellular Respiration	Ch 17 & 3
17	Metabolism & Body Temperature Maintenance	Ch 3
22	**EXAM UNIT 2**	
24	Integument & Skeletal System	Ch 4 & 5
29	Skeletal System	Ch 5
Oct 1	Muscular System	Ch 6
6	**EXAM UNIT 3**	
8	Digestive System	Ch 14
13	Excretory System	Ch 15
15	Finish Material for exam 4	
20	**EXAM UNIT 4**	
22	Blood	Ch 7
27	Cardiovascular System	Ch 8
29	Begin Immune System	Ch 9
Nov 3	**FALL BREAK-NO CLASS**	
5	Immune System	Ch 9
10	**EXAM UNIT 5**	
12	Respiratory System & Aging	Ch 10 & 21
17	Cancer	Ch 18
19	**EXAM UNIT 6**	
24	Reproductive System	Ch 16
26	**THANKSGIVING DAY-NO CLASS**	
Dec 1	Nervous System	Ch 11 & 12
3	**EXAM UNIT 7**	
8	Endocrine System	Ch 13
10	Endocrine System Continued	Ch 13
Dec 14-18	**EXAM UNIT 8 Finals Week**	

** This schedule is subject to change in the event of extenuating circumstances and/or to ensure better learning. Students will be notified in class and in writing in advance to any changes.*

Tuesday	Topic	Lab#
25-Aug	**Pre-Test**	
1-Sep	Microscopes & Tissues	1
8-Sep	Open Lab for Lab #1	
15-Sep	Cell Division/Cell Structure	2
22-Sep	**EXAM 1**	
29-Sep	Skeletal System	3
6-Oct	**EXAM 2**	
13-Oct	Digestive and Respiratory System	4
20-Oct	**FALL BREAK-NO LAB**	
27-Oct	**EXAM 3**	
3-Nov	Cardiovascular and Urogenital Systems	5
10-Nov	Open Lab for Lab #5	
17-Nov	**EXAM 4**	
24-Oct	**THANKSGIVING-NO LAB**	
1-Dec	Scientific Method	6
8-Dec	**Post-test**	
Dec 14-18	FINALS WEEK, NO LAB	