

CASPER COLLEGE COURSE SYLLABUS
BIOL 2023, Plant and Fungal Biology

Fall/2015:

Lecture Hours: 10:00-11:15	Lab Hours: Lab A 1:00-3:30 Lab B 3:30-6:00	Credit Hours: 4
Class Time: TTH	Lab Days: Tuesday	Room: Lecture EI 100 Lab EI 116

Instructor's Name: Lynn Moore Ph.D.

Instructor's Contact Information: 307-262-9422	Office Phone: 268-2716	Email: lmoore@caspercollege.edu
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Office Hours: Thursday 12:00 to 1:00 or by appointment

Lab Teaching Assistant: Haley Tolbert
email: hytolbert@hotmail.com

Course Description:

An introduction to the principles of botany and mycology. Topics discussed include cell structure, anatomy, diversity, taxonomy, physiology, reproduction, genetics, evolution, and ecology of plants and fungi.

Statement of Prerequisites:

BIOL 1000, BIOL 1010, or equivalent.

Goal:

To introduce students to the science of botany and mycology and provide them with the background needed for future biology coursework.

Outcomes:

More specifically, a students should be able to demonstrate an understanding of the following in terms of how they relate to plants and fungi:

1. cell structure and physiology
2. evolution
3. diversity and taxonomy
4. anatomy
5. reproduction
6. heredity and genetics
7. ecology
8. scientific method

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

Methodology:

Class discussions, hand-outs, readings, lectures, observations, slides, models, computer simulations, videos, laboratories, etc.

Evaluation Criteria:

The lecture and laboratory grades are combined. Lecture is worth 60% and the lab is worth 40% of your total grade. Two exams and an optional final are planned for the semester. A simple percentage of points accumulated will determine final letter grade:

80% > Up = A
70% > 79 = B
50% > 69 = C
40% > 49 = D;
<39% is failing.

NOTE:

- There is **no** extra credit.
- Grades **WILL NOT** be curved.
- I reserve the right to consider attendance as a mitigating factor in final grade determination.

1. Quizzes:

- a. In class weekly sometimes daily.
- b. Short quizzes over assigned readings, lecture, or lab.
- c. Intended to provide frequent assessment of learning and record attendance.

2. Essay Exam 1:

- a. "Take-Home" essay and short answer online.

3. Essay Exam 2:

- a. "Take-Home" essay and short answer via online.

4. Final Exam is optional:

- a. If you are happy with your grade you will not be required to take the final. However, a final exam will be offered for those who wish to improve their grade. The final will be calculated as a percentage of your total grade. The final will consist of comprehensive, multiple choice, short answer and essay.

5. Lab Evaluation:

- a. One written lab report
- b. Weekly exercises
- c. Lab practicals

Required Text and Materials:

Lecture material is partially drawn from the text, and the text will augment what we cover in lecture and lab.

Required Text:

Raven Biology of Plants. Evert, R. F., and S. E. Eichorn, 8th Edition. 2013.

Required-Access to Internet Resources.

Available in computer labs across campus if you do not have home internet access. There is a computer lab in the EI building, EI 106

Required-Cell Phones:

We will be using cell phones as part of a class response system. Bring them everyday.

Poll Everywhere:

We will be using Poll Everywhere, a class response system that utilizes students cell phones, laptops, or other device that is connected to the Internet (similar to clickers, but FREE). A smart phone is not required to participate in Poll Everywhere; any cell phone that has the ability to send text messages will work. PollEverywhere will be used to monitor attendance, administer quizzes, and evaluate understanding. *All students will be required to register as a participant with PollEverywhere. Click on the link provided on Moodle, or you can copy it from here:*

<https://www.pollerywhere.com/register?p=1yfvm-rqpf&u=iB0OLFNF>

Optional: tablet or laptop.

Withdrawal Deadline:

Last Date to Change to Audit Status or to Withdraw with a W Grade: November 12. After that date a change form with instructor's signature must be submitted, and withdrawal must be justified.

DropBox And Lecture Handouts:

We are going to try and save a few trees! Every lecture will be posted as a PDF to a class shared DropBox folder and to Moodle. You will receive an email providing a link to that DropBox folder. I have also posted the link below. You can then either, open the file on your smartphone, laptop, tablet etc. in class and follow along with the lecture slides and take notes on your own paper.

DropBox Link:

https://www.dropbox.com/sh/5omku96o7z925rw/AADQpECJITxvtN_kafZ_Q3Sa?dl=0

Email:

Students are responsible for checking their email on a regular basis. I use email to keep students informed of any changes or additions to the weeks scheduled lecture or lab activities. You may be asked via email to bring certain materials, report drafts, or experiment results. To access Google Classroom in lab, you must use your Casper College email address. Make sure you are able to use that email. *Students are responsible for checking and accessing their CC email accounts.*

BIOL 2023: Plant and Fungal Biology: Class Policies

Fall 2015

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Absences:

1. There are three types of absences: (1) Casper College-approved excused absences, (2) instructor-approved excused absences, and (3) unexcused absences. In the first two cases the student is to be given opportunity to make-up missed work, in the third case the student receives zeroes for all missed work.
2. In all cases of student absence, it is the responsibility of the student to contact their instructor in a timely fashion to make arrangements to deal with missed work. In the case of CC-approved excused absences, contact should be made prior to the absence. Students should contact instructors regarding other absences as soon as possible, and no later than a week following the absence. Students who fail to contact their instructor in a timely fashion are likely to find their absence is unexcused.
3. Students are to make-up work missed due to excused absences, and this may sometimes require alternatives for in-class work. Students granted excuse absences should complete work within one week of the missed class.
4. No make-up labs: Due to the nature of lab schedules, we simply do not have the ability to provide students who have missed lab with make-up labs, and therefore must design alternative assignments.
5. Attending other sections: if a student contacts the instructor *well ahead of time* regarding an absence, the instructor might consider making arrangements for the student to attend another section, if possible. However, the instructor is under no obligation to do so.

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. Students are responsible for checking their email on a regular basis. I use email to keep students informed of any changes or additions to the week's scheduled lecture or lab activities. You may be asked via email to bring certain materials, report drafts, or experiment results.

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/Program Director (Dr. Evert Brown), the Dean (Dr. Grant Wilson), and lastly the Vice President for Academic Affairs (Dr. Tim Wright).

Academic Dishonesty: (Cheating & Plagiarism) Casper College demands intellectual honesty.

Plagiarism is a form of academic dishonesty and consists of representing the writing of others as your own work. It is a serious infraction and it will result at least in failure for the assignment and very likely failure in the course. When you receive a grade, it is expected that your grade will reflect your own knowledge or work. Unless specifically approved, use of notes or any other kinds of memory aids, during examinations is forbidden.

You will need to use outside sources in completing your written exams and lab report, but in doing so you must carefully translate the ideas contained in these sources into your own words. You must also be sure to cite the source appropriately. If you use language from a source verbatim, use quotes and cite the source. If 5 or more words are taken from a source (including another student or your instructor), and used just as they are used in the source, you need to put those words in quotation marks and cite the source. All sources of information, whether printed, verbal, or from the WEB, used in assignments and projects, must be acknowledged and correctly cited. The use of someone else's ideas, words, or graphs, without acknowledging that you are doing to, is plagiarism and a form of academic dishonesty. 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.

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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.