

# Course Syllabus

## CSU Stanislaus BIOLOGY 1020: "World of Biology Laboratory"

**Instructor:** Jeremy Shuman

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**Office Phone:** (209) 664-6548

**Office Hours:** T-W 11:30-1:30 PM or by appointment (24-hr notice, please)

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**Required text:** "World of Biology 1020 Laboratory Workbook" 6<sup>th</sup> edition by Stevens and Fleming (2014).

\* *purchase from campus book store (no photocopies), and **bring to every lab***

**Announcements:** Check your CSU Stan email, and the class BlackBoard site. Course material and additional resources may be posted there from time to time, so make it a habit to check at least weekly.

**Course Objectives:** After completing this course you should be able to;

- (1) Demonstrate your ability to think like a biologist.
- (2) Speak/write coherently about biology with biologists and non-biologists alike.
- (3) Use biological knowledge to make informed decisions in your life.

**My Teaching Philosophy:** I will present an *interactive* learning environment, geared primarily toward providing you with the *experience* of science. I recognize that everyone thinks and learns differently, but also that everyone has unique experiences and expertise that they can volunteer, which strengthens the entire class as a whole. I will focus on helping develop your critical thinking skills and "street smarts" for using science in your every-day affairs, as well as prepare your professional skills for your academic endeavors and your career path. As an instructor of this class I act as a catalyst for your learning, meaning I will help you with challenges by guiding you as you develop solutions, but I will only rarely give you answers directly. As a student it is your responsibility to engage with your classmates and the material. Your participation in the class is paramount to the quality of your learning.

### **How to be a successful student in this class:**

#### Before lab

- Complete any homework assignment(s), proof-read for errors, staple multiple pages
- Read through your lab workbook and take notes on upcoming lab
- \**HINT! quiz questions are based off of lab workbook content*
- Use additional resources to get a good understanding of the upcoming topic
- Check for any announcements

#### Bring to lab:

- **Your 1 page (front and back) notes to use for the quiz** and during class
- Assignment(s) due
- Lab notebook
- Phone calculator or standard calculator

#### During lab:

- Show up on time
- Turn in assignments due at the beginning of class, and check for hand-outs
- Ask questions and share your comments, ideas and opinions
- Take notes
- Do not disrupt the rights, property, or learning environment of others. Act in the interest of others and help create and maintain an environment that is comfortable and conducive to learning

#### After lab:

- Clean up your area, or other obvious messes
- If you see someone else who has fallen behind or is confused, help them!

**Safety:** Please demonstrate proper care for and use of lab materials and supplies. A safe lab is a productive lab. Please report any injuries, spills, broken equipment, or any other safety concerns to the instructor immediately. If you see something (or hear, smell, feel...) say something! *Trust your gut instinct!*

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**As per university regulations, students are required to complete the Lab Safety Review prior to the first full lab session.** We will review the lab safety instructions together, and your signature will confirm your participation.

**Teamwork:** Like any lab course, this one requires your active participation each week, frequently with your lab partner(s), and with the class as a whole. When working in groups it is encouraged to share ideas, but **each student is required to do their own work (make their own interpretations), and turn in their own work.** You do not always have to have the same lab partner, but you cannot habitually work by yourself.

**Cell Phones and other internet enabled devices:** Cell phones, tablets, laptops, etc. are allowed to be used during class time, but ONLY for educational purposes such as using your calculator app, accessing notes, or searching the web to help answer a question from the lab. **Cell phone and other Internet enabled device use is not permitted during assessments such as quizzes.**

**Special Accommodations:** This course is Americans with Disabilities Act (ADA) accessible. Students with documented disabilities should seek special accommodations for all classes through the Disability Resource Services (DRS) office on campus (2<sup>nd</sup> floor MSR building). If DRS notifies the instructor that you require ADA accommodations, then the instructor will provide those accommodations (such as video/audio recording, hiring a note-taker, extended test time etc.).

*\* If you record this lab in any form (video/audio/photo etc.) without permission or without accommodation from DRS, that constitutes intellectual property theft*

**Student Athletes:** Your coach should contact the instructor if you are going to miss lab for games/matches ASAP. I will accommodate your schedule by allowing alternate lab dates if possible, otherwise I will provide an alternative assignment to excuse missed points.

***If you know you are going to miss a lab and want to make it up, notify the instructor AT LEAST 2 weeks prior so that accommodations can be made.***

**Absences:** *It is extremely unlikely to make up missed labs. Unexcused absences always result in zero points. Absences may be excused under dire circumstances/emergencies if a hard-copy (no-email), signed documentation of hardship is provided (such as a sick note from campus health center).*

**Cheating and Plagiarism:** Your work should reflect your own ideas, efforts, and words. *Cheating in any form is inappropriate conduct and will be dealt with swiftly and severely according to Sections 41301-41304 of Title 5 of the "California Code of Regulations" which includes expulsion, suspension or probation.*

### **Important Dates:**

September 6 is the last day to add a class and September 21 is the last day to drop a class. This is also the last day to file for a change in grade option. I strictly adhere to the grading option Academic Records has on file for you when I submit final grades. I will not change grades once final grades have been submitted.

**Grading:** Grades will be based on a percentage of the total points possible. Categories are not weighted.

There will be 11 quizzes (10 points), and the lowest score will be dropped. Attendance and class participation will be worth 10 points per lab, homework assignments will be worth 10 points each, and written reports will be worth 20 points each. Co-instruction is worth 20 points. The optional final is worth 30 points.

***Late work will not be accepted except in dire circumstances/emergencies, and then you must provide documentation of hardship. All submitted work must be original and turned in during lab.***

**A = 90 or above      B = 80-89      C = 70-79      D = 60-69      F = 59 or below**  
*No +/- will be applied to your final grade!*