

**FLORIDA A&M UNIVERSITY**  
**COLLEGE OF SCIENCE AND TECHNOLOGY**  
*Department of Biological Sciences*

**Course: GENERAL BIOLOGY-I BSC 1010 (Sec 007)**

**Credit:** Three (3) semester hours

**Term/Year:** FALL 2022

**Meeting time:** Mondays and Wednesdays 5:10 – 6:25pm

**Location:** BENJAMIN L. PERRY JR.

**COURSE SYLLABUS**

**A. Instructor's Information:**

**Instructor:** Dr. Patricia Mendonca

**Instructor's Office Location:** New Pharmacy Building - G134N

**Telephone:** (850) 599-3661 (lab)

**Course Office Hours Schedule Mondays and Wednesdays:** 1pm to 3pm -  
Office hours can be both virtual and in person

**EMAIL:** [partricia.mendonca@famu.edu](mailto:partricia.mendonca@famu.edu) *\*best mode of contact*

*Feel free to email at any time but allow between 24-48 hours to get back to you*

**B. Course Description**

The first of a two-part series, which introduces the basic concepts and principles of biology, including basic chemistry, cellular organization, genetics, molecular biology, evolution, development, and introduction to biological diversity. General biological principles and cell function for biology and other health science majors. ***Must earn a 'C' Grade to advance***

**LEARNING GOALS AND OBJECTIVES:**

A student who successfully completes this course will be able to:

- Discuss the investigative processes of science
- Understand the chemical processes of science
- Discuss the interaction of cell structure and function
- Have knowledge of genetic principles, processes, and application

*All of these skills will be assessed by tests and quizzes.*

These learning outcomes correspond to the “Academic Learning Compacts” of the Department of Biology at Florida A&M University.

The program outcomes that are part of Introductory Biology (BSC1010) are listed below:

- Demonstrate specific content knowledge, concepts, principles, and theories of biological sciences.

- Demonstrate the ability to use critical and creative thinking in designing and conducting experiments, analyzing results, and solve problems in the biological sciences.

**C. Required Text: Campbell Biology, 12th Ed by Reece.** Lisa A. Urry, Mills, Michael L. Cain, Steven A. Wasserman, Peter V. Minorsky, Rebecca Orr.

**You MUST purchase the textbook WITH Access Code or subscribe to the e-book in order to have access to the online assignments and quizzes, which are part of your grade. The Mastering biology is now linked to Canvas for easy access, YOU DO NOT NEED ACCESS CODE TO REGISTER.** To do mastering biology assignment go to canvas and click MASTERING BIOLOGY. To access these assignments, you must first register. If you have a book voucher, you can purchase the access code at FAMU bookstore. If you are paying out of pocket and/or the bookstore is out, you may purchase online from Pearson directly.

\*\*\*IF YOU HAVE ANY PROBLEM WITH YOUR MASTERINGBIOLOGY CALL MASTERINGBIOLOGY

**Need Help? Contact Pearson Tech Support 24/7**

<https://support.pearson.com/getsupport/s/contactsupport>

If you are still having trouble after contacting support, please reach out to:

**FAMU Pearson Campus Ambassador:** Janay Pope

Email: [janay.pope@pearson.com](mailto:janay.pope@pearson.com)

**WARNING:** If you purchase any class materials on another website or buy the wrong edition or version, you will have wasted your money because Pearson will not exchange or refund you.

**Materials Needed for the class:**

**IMPORTANT:** Student will need the following to complete assigned work, respond to emails, upload assignment files, watch videos, and more.

- Good working Computer (Desktop or laptop, NO CHROME because you will not be able to take your exam on it)
- Strong internet capability
- Textbook, **Required Text:** Campbell Biology, 12th Ed by Reece.
- FAMU Student ID Card to be used in the for Lock down Exam
- FAMU EMAIL Address for Official communication

**In the event that the class switch to remote/distance learning, here is Zoom/Remote Class Instructions/Tips:**

For our online instruction, we will be using Zoom. In the left-hand menu of Canvas there is a “Zoom” link. Select this to access the classes. You can log into the session as early as 15 minutes prior to the beginning of the class. You may be prompted to

download zoom on your computer or cell phone. •Before you login you should be in a distraction free zone. If you cannot be in a separate room by yourself, I strongly suggest that you use earphones.

- Once you login, be sure to mute your microphone. Your microphone should only be turned on when you are ready/prompted to speak.

- Plan to have your zoom camera on during the class. I would like to see your faces and communicate with you instead of a black screen.

- Clothing is REQUIRED!

- This is an interactive class. Your participation in this course is a part of grade.

### **Respondus lockdown browser**

Students should install the respondus lockdown browser on your laptop prior to taking the unit tests and final exam. Students who do not have this program downloaded on their laptops will not be able to take the unit tests and final exam. You must bring your laptop with the download. **Required Technology: You must own or have access to a laptop or computer** with a **functioning camera** for this course. **NO EXCEPTIONS.** Please be advised, *Chromebooks are not compatible with the technology required for this course.* You will need to download the **FAMU Respondus Lockdown Browser** (*If you have downloaded Respondus from a previous institution it will not be compatible with the Exams administered in this course.*)

### **D. Teaching Strategies**

The instructional techniques for this class will be accomplished by a variety of teaching methods. Such methods may include online discussions and assignments (mastering biology assignments), other assignments, supplemental reading, classroom quizzes, online videos & tutorials, and any useful applications to deliver lecture. This teaching philosophy stimulate learning by using any useful applications to deliver lecture.

### **E. Grading/Evaluation**

The following are brief descriptions of the assessments used in this course and their percent value when calculating final grades. Five examinations will be given this semester. All examinations are mandatory. **All examinations carry equal weight.** At the end of the semester, the lowest examination grade will be dropped. There will be several online assignments (Mastering Biology) that will be counted as part of the grade. **Please do not rely on the grade on the canvas until you cross check with me. Canvas calculation contains error.**

**Grading Scale:**

| <b>A</b> | <b>B</b> | <b>C</b> | <b>D</b> | <b>F</b> |
|----------|----------|----------|----------|----------|
| 90-100%  | 80-89%   | 70-79%   | 60-69%   | <59%     |

**Evaluation:**

| <b>Grade Distribution</b>        | <b>Total Points Counted</b> |
|----------------------------------|-----------------------------|
| <b>5 Exams</b> (100 points each) | <b>500 points</b>           |
| <b>Quizzes/Assignments</b>       | <b>100 points</b>           |
| <b>Total</b>                     | <b>600 points</b>           |

*Points and Assignments are subject to change*

**F. Course Schedule****Biology Education Requirements**

This course will cover Sunshine St. Standards of Process of Life (F.1) and Nature of Sci (H.1, H.3)

**BSC 1010 TENTATIVE LECTURE & EXAM SCHEDULE**

| <b>Days</b>    | <b>Lecture Topics</b>  |                               |
|----------------|--|-------------------------------|
| Aug. 22        | Introduction of the course                                     |                               |
| Aug. 24        |  |                               |
| Aug. 29        | Chapter 1: Introduction/Themes of Biology in the Study of Life |                               |
| Aug. 31        |  |                               |
| Sept 07        | Chapter 2: The Chemical Context of Life                        |                               |
|                | Chapter 3: Water and Life                                      |                               |
| <b>Sept 12</b> | <i>Exam 1: Chapters 1, 2, 3</i>                                |                               |
| Sept 14        | Chapter 4: Carbon and Molecular Diversity                      |                               |
| Sept 19        |  |                               |
| Sept 21        |  |                               |
| Sept 26        |  |                               |
| Sept 28        | Chapter 5: Structure and Function of Macromolecules            |                               |
| <b>Oct 03</b>  |  | <i>Exam 2: Chapters 4, 5</i>  |
| Oct 05         |  | Chapter 6: A Tour of the Cell |
| Oct 10         |  |                               |
| Oct 12         |  |                               |
| Oct 17         |  |                               |
| Oct 19         |  |                               |
| <b>Oct 24</b>  | <i>Exam 3: Chapters 6, 7</i>                                   |                               |

|               |   |
|---------------|---|
|               | Chapter 8: Introduction to Metabolism         |
| Oct 26        |   |
| Oct 31        | Chapter 9: Cellular Respiration               |
| Nov 02        |   |
| Nov 07        | Chapter 10: Photosynthesis                    |
| <b>Nov 09</b> | <b><i>Exam 4: Chapters 8, 9, 10</i></b>       |
| Nov 14        | Chapter 12: The Cell Cycle/Mitosis            |
| Nov 16        | Chapter 13: Meiosis and the Sexual Life Cycle |
| Nov 28        |   |
| <b>Nov 30</b> | <b><i>Exam 4: Chapters 12, 13</i></b>         |
|               |   |
| <b>Dec 07</b> | <b><i>Final Exam</i></b>                      |
|               |   |
|               |   |

*Disclaimer: I reserve the right to change anything regarding this syllabus. Please pay attention to all announcements for any changes.*

THE LAST DAY TO WITHDRAW FROM THIS CLASS NOVEMBER 04<sup>th</sup>,  
2022.  
PLEASE CHECK WITH REGISTRAR OFFICE.

### **G. Expectations/Attendance**

Students are expected to keep up with assigned course material and are responsible for checking announcements and assignments each week. Attendance will be taken for each class period. **It is the responsibility of the student to inform the instructor if there is any cause for you to miss a class session or an exam, and follow up with an official excuse.** **These two jointly will be considered as excused absent.** You must arrive to class on time, remain the entire class periods, and not be disruptive.

### **Examination Instructions:**

- Please note when your exams will be given.
- **\*\*\*Please understand that ALL Exams will be taken in class and there is no individual exam make-up.**
- Cell phones/electronics should be turned off when you are taking the exam. No text messaging or answering any call during the lecture/exam. You will receive a grade of zero for any cell phone/ violation of examination rules.

- Cheating of any kind is NOT tolerated. Violations of the FAMU Honor Code will warrant an automatic zero and will be reported.

## **H. Technical/Learning Assistance**

The FAMU Office of Instructional Technology (OIT) offers multimedia, distance learning, audiovisual, and video conferencing support to faculty, students, and staff at Florida A&M University. For more information about these services, contact:

Office of Instructional Technology

525 Orr Drive

Coleman Library

Tallahassee, Florida 32307

(850) 599-3460

[oit@famu.edu](mailto:oit@famu.edu)

The FAMU Office of Information Technology Services (ITS) provides support for student services, including username and password creation/reset, email troubleshooting, iRattler, and mobile device configuration. For more information about these services, contact:

Office of Information Technology Services

1610 S. Martin Luther King Jr. Blvd.

University Commons, Room G126

Tallahassee, FL 32307

(850) 599-3560

<http://www.its.famu.edu>

## **I. Syllabus Change Policy**

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.

**Course Policies:** Refer to the rest of the policies on the attached class policy. See the full class policies in syllabus folder and follow the instruction that accompany it.

- All students are required to take all tests at the scheduled time. No individual exam make-up.

- One excuse that will not be accepted is that one must leave early because of pre-arranged travel plans. In other words, don't schedule planes, buses, or car pools BEFORE scheduled exams. You are responsible for knowing when exams are scheduled.
- Assignments/Exams **will not be reopened** for any student under any circumstances unless prior arrangements are made with the instructor.
- A grade of "I" will be issued **only to a student who on the last day of class, has a passing grade in the class and has a legitimate Dean's excuse** for missing the last examination. An "I" cannot be given on failing class average to save you from having to register for the class again.
- The student is responsible for officially withdrawing from the course. Students who simply stop "attending" (by failing to submit work on time or failing to take exams at scheduled exam) will receive a grade based on the work attempted. Refer to the **LAST DAY TO WITHDRAW FROM THIS CLASS FROM REGISTRAR/FINANCIAL AID OFFICE NOV 4<sup>TH</sup> 2022**
- **DO NOT wait until the last weeks of the semester to discuss your grade or issue with the course.** If you are having a problem, contact me immediately, otherwise there will be little I can do to help you at the end of the semester. Failing the first exam is a wakeup call.
- The golden rule for success in this class is to read ahead of the instructor. This will help you to **develop skills for listening, processing information, following of instruction and asking question when you are not clear on the instruction.**
- The instructor reserves the right to enforce the university attendance policy (see the university catalog). Anyone coming to class **after or leaving before** roll is taken or is kick out for disturbing learning environment is considered absent.
- \*\*\*Students who miss class activities/lectures are responsible for the activities/lectures on the exam or quiz.
- \*\*Five Examinations will be given, and will be based on the chapters you have covered.
- The student is responsible for officially withdrawing from the course. Students who did not come to the class or simply stop attending will receive a grade of "WF" based on the general course policies. CHECK FOR **LAST DAY TO WITHDRAW FROM THIS CLASS FROM REGISTRA/ FINANCIAL AID OFFICE**
- **DO NOT request that you be allowed to do extra credit work to pull up your grade if you fail to make use of all available help resources →No special consideration that have not been granted to the rest of the class will be given to an individual**
- **DO NOT request that you be allowed extra credit work to pull up your grade.** No special consideration will be given to individuals that have not been granted to the rest of the class. All students will equally receive opportunities for extra credit.

## **FLORIDA A&M ACADEMIC HONESTY POLICY**

**Policy Statement and Purpose:** Florida A&M University is committed to academic honesty and its core values, which include scholarship, excellence, accountability, integrity, fairness, respect, and ethics. These core values are integrated into this academic

honesty policy. **Being unaware of the Academic Honesty Policy is not a defense for violations of academic honesty.**

II. **Academic Honesty Violations** include, *but are not limited to*, committing the following:

- A. Giving or taking information or material wrongfully to aid yourself or another student in academic work;
- B. Plagiarism to include copying work created or published by others, paraphrasing, or using ideas from a source without proper attribution;
- C. Looking at or copying another student's work, or allowing another student to look at or copy your work;
- D. Talking or otherwise communicating with another student during quizzes, tests or writing assignments, unless instructed to do so;
- E. Removing test materials or attempting to remove them from an examination room or office or elsewhere [to include copiers and printers], stealing, buying, selling, or referring to a copy of an examination before it is administered;
- F. Having others edit or rewrite your assignments, except with instructor approval;
- G. Using work from other classes without prior approval from the proper instructor;
- H. Using copyrighted stories, pictures, graphics, logos and other content without proper permission, including from the Internet, even if these works have been modified by the student;
- I. Using electronic devices for plagiarism, cheating, deception or collusion (a secret agreement between two or more persons for a deceitful purpose);
- J. Falsifying records or giving misleading information, oral or written;
- K. Assisting in any academic honesty violation;
- L. Receiving any materials or information from a fellow student or another unauthorized source during examinations;
- M. Obtaining, distributing, or referring to a copy of an examination, which the instructor or Department has not authorized to be made available;
- N. Any act which impedes the ability of other students to have fair access to materials assigned or suggested by the instructor, i.e. removing or destroying library or other source materials;
- O. Tampering with another student's work;
- P. Altering grades or any other records related to the academic performance of students;
- Q. Submitting false records or information in order to gain admission to the University;
- R. Falsifying or inventing information, data, or citations; and/or

- S. Any other form of academic cheating, plagiarism, or dishonesty.
  - T. An academic honesty violation shall include a student who gives or takes information or material and wrongfully uses it to aid himself/herself or another student in academic endeavors.
  - U. It shall further include receiving unauthorized written or oral information from a fellow student. Additionally, it shall include stealing, buying, selling, or referring to a copy of an examination before it is administered.
  - V. In the instance of papers written outside of the class, academic honesty violations shall include plagiarism.
    - a. Plagiarism may be specifically defined for the purposes of any course by the instructor involved. Unless otherwise defined, plagiarism shall include failure to use quotation marks or other conventional markings around material quoted from any source.
    - b. Plagiarism shall also include paraphrasing a specific passage from a specific source without indicating accurately what that source is.
    - c. Plagiarism shall further include letting another person compose or rewrite a written assignment.
    - d. ALL students involved in any incident of plagiarism will automatically receive a ZERO for that assignment!
- A student who assists in any of the academic honesty violations mentioned above shall be considered equally as responsible as the student.

DEPARTMENT OF BIOLOGICAL SCIENCES  
PROCEDURE FOR RESOLVING STUDENT-FACULTY CONFLICT

The Department of Biological Sciences has the following procedure in place with aim to resolve student-faculty conflicts. Application of these procedures is part of the department's commitment to be in line with University's Moto of "Excellence with Caring".

- It is suggested that the student who has a specific conflict first discuss his/her concern with the instructor in question during office hours.
- In an event where the student cannot resolve the concern with the instructor, the student should submit a detailed written statement of the problem to the department Chairperson.
- The Chairperson will discuss the student's complaint with the instructor.
- The instructor shall provide a written response to the Chairperson.
- If deemed necessary, the Chairperson will arrange a meeting with both the instructor and student.
- If either party feels the conflict is still unresolved, the Chairperson will forward response/recommendation to the Dean's office.

**Special Needs** - if you have special needs as addressed by the Americans with Disabilities Act (ADA) and need assistance please do not hesitate to contact me. Additionally, if you have special needs regarding exams, you may contact the **Learning Development and Evaluation Center, (850) 599-3180, for assistance.**

### **Policy Statement on Non-Discrimination**

It is the policy of Florida Agricultural and Mechanical University to assure that each member of the University community be permitted to work or attend classes in an environment free from any form of discrimination including race, religion, color, age, disability, sex, marital status, national origin, veteran status and sexual harassment as prohibited by state and federal statutes. This shall include applicants for admission to the University and employment.

### **Academic Honor Policy Statement**

Florida A&M University is committed to academic honesty and its core values, which include scholarship, excellence, accountability, integrity, fairness, respect, and ethics. These core values are integrated into this academic honesty policy. Being unaware of the Academic Honesty Policy is not a defense for violations of academic honesty. Additional detail on FAMU Academic Honesty Violations are provided in University Policy 2.012 (10.)(s). If you have any questions, please see your Academic Advisor.

### **University Americans with Disabilities Act (ADA) Statement**

The Florida A&M University Americans with Disabilities Act (ADA) Policy Statement states that “Individuals who need a reasonable accommodation must notify the Office of Equal Opportunity Programs at 599-3076.” It is the responsibility of the FAMU Equal Opportunity Programs (EOP) Office, through the ADA Coordinator, to ensure the Florida A&M University is in compliance with the Americans with Disabilities Act. If you have any questions, please contact your Academic Advisor or the University EOP Officer, Equal Opportunity Programs, 674 Gamble Street, Tallahassee, FL 32307, (850) 599-3076.

Disclaimer: This syllabus is intended to provide student guidance on the type of content and activities that will be covered in this course throughout the semester. It will be followed to the extent possible. However, modifications may be made to supplement and/or enhance student learning.