INSTRUCTOR: Mari Aanenson

CONTACT INFORMATION: MH-Aanenson@wiu.edu; 298-2740 Room 304 Waggoner Hall.

OFFICE HOURS: Monday 3:00pm – 4:00pm; 10:00am – 11:00am; Wednesday 9:00 am – 10:00am; Thursday 1:00pm – 2:00 pm

VIRTUAL OFFICE HOURS: By appointment Western Online

CLASS MEETS: Monday, Wednesday, Friday 1:00pm – 1:50pm WG 003

REQUIRED TEXTS: Campbell Essential Biology with physiology. 4th Ed. Simon, Dicky and Reece. Pearson (Required for Lecture)

Iclicker1 ISBN 978-142-928047-6 (Required for lecture)


COURSE OVERVIEW: A laboratory course recommended for non-science majors, relating reproduction, heredity, evolution, ecology, and behavior to human life and the problems of society. This general education course does not count toward a major or minor in biology. There are no prerequisites or corequisites for this course.

COURSE GOALS: This course is designed for students who do not plan to major in any area of science yet have an interest in biology. Selected topics of societal interest to modern man are discussed in depth but with a minimum of terminology. The main goal is a better-informed citizenry in scientific matters. The laboratories are designed to illustrate how biologists go about solving problems and how they handle data.

ADA REQUIREMENTS: In accordance with University policy and the Americans with Disabilities Act (ADA), academic accommodations may be made for any student who notifies the instructor of the need for an accommodation. For the instructor to provide the proper accommodation(s) you must obtain documentation of the need for an accommodation through Disability Resource Center (DRC) and provide it to the instructor. It is imperative that you take the initiative to bring such needs to the instructor's attention, as he/she is not legally permitted to inquire about such particular needs of students. Students who may require special assistance in emergency evacuations (i.e. fire, tornado, etc.) should contact the instructor as to the most appropriate procedures to follow in such an emergency. Contact Disability Resource Center (DRC) at 298-2512 for additional services.

ADDITIONAL IMPORTANT INFORMATION

ATTENDANCE. Attendance will be taken by clicker and confirmed by visual attendance. Your presence is required at each and every class meeting. Your presence is required the entire class meeting – no skipping out early. If you
are absent for 6 or more class meetings, you will receive a failing grade. Please refer to the student handbook online at [http://www.wiu.edu/provost/students](http://www.wiu.edu/provost/students).

**ABSENCES.** If you must be absent, please email me at the WIU address or through Western Online. You will be responsible for obtaining lecture notes or assignments from your classmates. I will not repeat lectures. Any extra credit that is handed out will also be missed and cannot be made up if you are absent. Keep track of your absences on Western Online; I am not responsible for knowing how many absences you have. Absences that are considered excused and will not count against you are: military obligation, personal illness, immediate family emergency, class field trip/conferences, university events (with prior approval from me), your wedding, court appearances, university sports if you are an athlete, inclement weather (if you are a commuter). Excused absences require documentation for final approval. All other absences are considered unexcused. OARS reports are not considered acceptable documentation for excused absences. You are responsible for keeping track of your attendance.

Attendance data can be found in Western Online. Click on Grade Tools ->Attendance.

**HOMEWORK.** Homework assignments are worth 10% of your final grade and are to be completed online. They are due the date specified in the course outline. Do not wait until the last minute to complete the assignments. I will not extend the due dates. Homework is completed at masteringbiology.com. You must have the access code if you purchase a used book. You cannot share codes with another student. If you purchase a new book, the access code cost is included in the cost of the book. The course ID number is MHAANENSON91268.

**LECTURE EXAMS:** There are four (4) one-hour lecture exams scheduled throughout the semester. The lecture exams are worth 30% of your final grade. The exams will consist of any combination of multiple choice, matching, short answer essay and one essay question. The lecture exams are online and will be open for a limited time. Lecture exams will close at the date and time stated on the course outline. You will have one attempt only to take the exam. I recommend you study for these exams as you would an in-class exam. The comprehensive final lecture exam will be open the day of our scheduled final meeting and is included in the 30% of your final grade. It will be 75 multiple choice questions. **THERE ARE NO STUDY GUIDES FOR EXAMS.**

**LECTURE QUIZZES:** There are four (4) 15 minute quizzes scheduled throughout the semester. The quizzes are worth 20% of your final grade and will be multiple choice questions. **THERE ARE NO STUDY GUIDES FOR QUIZZES.**

**EXTRA CREDIT.** There may be extra credit at the end of a lecture power point slide or anything else that I decide. Extra credit is just that, extra credit. Extra credit may be the points that push your grade up one letter grade from failing to passing.

**CLICKERS.** Clickers are used for extra credit, review and attendance. You cannot share clickers with another student. You cannot send your clicker with another student to class and expect full credit for attendance, this is considered cheating. You must have your clicker purchased and registered by August 29, 2014. I will start using the clickers at that time. If you lose your clicker or it breaks, it is your responsibility to purchase a new one or get it repaired. Use the 800 number on the box or at the website for assistance with the clicker. If you have a used clicker, it must be registered in your name for this class.

**PLAGIARISM AND CHEATING.** Plagiarism will not be tolerated in any form. I will follow the institution’s policies on plagiarism please refer to the student handbook online at this link. [http://www.wiu.edu/policies/acintegrity.php#rntwo](http://www.wiu.edu/policies/acintegrity.php#rntwo)

The faculty of the Department of Biological Sciences ascribes to a definition of plagiarism as expressed by V. E. McMillan in *Writing Papers in the Biological Sciences* (Bedford/St. Martin’s Press, New York, pg 16)
“Plagiarism is the theft of someone else’s words, work, or ideas. It includes such acts as (1) turning in a friend’s paper and saying it is yours; (2) using another person’s data or ideas without acknowledgement; (3) copying an author’s exact words and putting them in your paper without quotation marks; and (4) using wording that is very similar to that of the original source but passing it off as entirely your own even while acknowledging the source.”

CONSEQUENCES OF CHEATING. All parties involved will receive zero (0) points on the exam or quiz. The quiz or exam cannot be made up at a later date. This policy includes cheating while taking the online quizzes and exams.

CELL PHONES AND OTHER WIRELESS MEDIA. Laptop computers will be used during certain lecture sessions. Smartphones, Ipads, Notebooks and other internet accessible devices will also be used during certain lecture sessions. I will advise you when these devices can be used for lecture activities. At all other times, they must be turned off and stowed away. If you have your internet accessible device or phone out during lecture, you will be told to turn it off and put it away. Second offense, I will take it. Third offense, you will be dismissed from class and receive a failing grade for the course.

COURSE GRADE. Your grade will be calculated as follows:

- Homework and in class activities 10%
- Quizzes 20%
- Lecture Exams 30%
- Lab grade 40%

GRADING SCALE.

- 96-100% A
- 90% - 95% A-
- 87% - 89% B+
- 84% - 86% B
- 80- 83% B-
- 77% - 79% C+
- 74% - 76% C
- 70% - 73% C-
- 67-69% D+
- 64% - 66% D
- 60% - 63% D-
- 59% and below failing grade (F)
**GUESTS AND CHILDREN.** No children or guests will be allowed in the classroom or laboratory at any time for any reason.

**ONLINE RESOURCES.** MasteringBiology.com has additional resources for you to use to study. In class, we will use the Learning Catalytics for case studies and other activities. You must be registered in MasteringBiology in order to access the homework and the Learning Catalytics programs.

**TUTORING.** If you desire extra help with the concepts presented in this class PLEASE ASK! I am more than willing to assist you at times outside of the class period. We can also make arrangements to meet in my office or in a separate classroom. Do not wait until you are failing to seek assistance. We also have the Biology Assistance Center in Waggoner Hall Room 104 available for you to use. It is free of charge, no money out of your pocket. The attendants are there to help, use them for help.

**CLASSROOM CONDUCT:** Be respectful of everyone around you and me. Outbursts and rude behavior will not be tolerated in any shape or form. Foul language will not be tolerated at any time. Texting, receiving phone calls or surfing the internet will not be tolerated. Indecent sign language, inappropriate dress or anything else I find disrespectful, rude, vulgar or just plain gross will not be tolerated. I reserve the right to kick you out for any kind of behavior or activity that is against my policies. You will receive an F for the course regardless of your point grade. No second chances, no take backs, no do – overs; no warnings.
Syllabus and class agreement.

I have read and understand the course syllabus, Additional Important Information and the course outline. I also understand the policies in the above documents and the consequences should I violate those policies.

________________________________________                       _________________________________
Name (printed so I can read it)                           Date

________________________________________
Signature

This document is due to the instructor August 27, 2014 signed and dated. If it is not returned by the due date, 5 points will be deducted from quizzes and exams until it is returned signed and dated. Points lost will not be retroactively granted.