



Walters State Community College Course Syllabus

Course Information

Course Number and Name: BIOL 1021 Diversity of Life Lab

Section ID: 50229.202350

Semester and Year: Summer 2023

Credit Hours: 1

Start Date: June 01, 2023

End Date: August 03, 2023

Course Format: WEB - Web Classes

Catalog Course Description: This course includes laboratory experiments and exercises that correspond to lecture material in BIOL 1020. Pre/co-requisite: BIOL 1020. **F, S, Su**

General Education Course Designation: General Education Course

Meeting Details: TBD

Course Drop Deadline: July 12, 2023

Instructor Information

Name: Dr. Kelly Moore

Office Location: NSCI 114B

Office Hours: See eLearn for Office Hours

Office Phone: 423-585-6932

Email: Kelly.Moore@ws.edu

Supervisor Name: Dr. Matthew Smith

Supervisor Phone: 423-585-6865

Required Textbook(s) and Materials

Biology: Concepts and Investigations

ISBN: 9780078024207

Authors: Mariëlle Hoefnagels

Publisher: McGraw-Hill Education



Publication Date: 2017-02-21

Additional Information

Textbook is recommended.

Supplemental or Optional Materials

The textbook is OPTIONAL for my course. You are NOT required to purchase it for my course.

Student Learning Outcomes/Objectives

- The course syllabus is built around a common core. The subject content for the core is shown as learning outcomes. Learning Outcomes can be found on the Walters State eLearn page for this course.

Common Core Schedule:

<u>Assignment:</u>
Animal Organization
Skeletal System
Circulatory System
Respiratory System
Nervous System
Sensory Perception
Skeletal Muscles and Associated Activities
Internal Human Anatomy
Fetal Pig Dissection – External Features
Fetal Pig Dissection – Internal Features
Animal Kingdom Survey-Sponges, Cnidaria & Flatworms
Animal Kingdom Survey-Echinoderms & Chordates

Instructional Approach and Methods

Lab exams will focus on activities and results obtained from the laboratory exercises and assess the achievement of the learning outcomes prescribed for this course. Multiple choice, short answer and essay questions may be used.

Expectations:

You are expected log in to eLearn at a minimum of 1x per week. It is recommended that you log on more frequently and complete assignments as outlined by your instructor. Satisfactory performance in college courses generally asks for two hours of study outside of class for each hour in class. This estimate applies to an “average” student expecting an “adequate” (= C) grade. Students aiming higher or those with academic problems should expect to spend more effort than the minimum. Should you procrastinate, not read ahead of time or expect to cram everything on last days before exams, this course may not be for you.

The Student Can Expect from the Instructor:

1. Email response within 24 hours during the normal workweek. Holidays and vacations excluded.
2. Email during the weekend will be answered on Monday.
3. Exams to be graded and returned in a timely manner.
4. Enthusiasm for the subject and encouragement to help you when you need it.
5. A fair grading system with feedback.
6. Learning that ties concepts into the real world around us.
7. Respect for you as a learner.

Assessment, Evaluation and Testing Procedures

Biology exams will emphasize factual knowledge and assess the achievement of the Learning Outcomes. Multiple choice, short answer and essay questions may be used. Lab exams are worth 80% of the overall grade and assignments are worth 20% of the overall grade. Please realize that **all make-up exams must be taken before the next scheduled exam with an excused absence.**

Online exams may require the use of computer programs or apps such as Respondus Lockdown Browser with monitor or proctored at an approved location. Testing programs may require the use of a web cam and microphone. Students are responsible to ensure their device is compatible with the program designated by the instructor. Your instructor will provide additional specific details required to complete the online exams in the “Getting Started Module” on eLearn. Failure to use the approved testing criteria may result in a zero for the exam.

Grading Scale

A	90% and above
B	80-89%
C	70-79%
D	60-69%
F	below 60%

Assessment	% of Grade
Online Assignments	20
Lab Exams	80

Assignments

Extra Credit:

Each professor has the option to offer the opportunity to earn up to **10** additional points through the semester. Examples include, but are not limited to, bonus questions on exams, quizzes, attending a scientific event, etc. The instructor's policy will be explained in detail in the "Getting Started Module" on the eLearn course. In no instance will credit be provided for any activity not related to the scope of the course. The aim of the class is to get a solid understanding of Introductory Biology so that grades reflect our abilities to communicate the material and not a supplementary assignment or task. All students, especially those that feel they are struggling with the material, are strongly encouraged to use office hours, send emails, make appointments for extra help, etc. throughout the semester.

Class Participation

Class participation is required and attendance is recorded.

Course and Class Policies/Procedures

Exam Policy:

1. **ALL** exams are to be taken at times scheduled by the instructor.
2. Make-up exams will be given totally at the discretion of the instructor for excused absences only (excused absences include illness, death in family, and military or jury duty). Make-up exams may be different from exams taken at scheduled times (discussion tests are possible).

3. It is the responsibility of the student to contact the instructor to schedule makeup exams. Make-up exams must be taken before the next scheduled exam or a grade of zero will be recorded.
4. Criteria for online, Proctored/Monitored exams must be followed in order to receive a grade for the exam(s).

Additional Course Requirements/Details/Information

All Division of Natural Science courses prohibit academic dishonesty including, but not limited to, plagiarism and cheating. The minimum penalty is a grade of "0" (zero) on the examination or assignment. Academic dishonesty may also result in a grade of "F" for the course.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).
Plagiarism includes, but is not limited to the following:
 - a. Using cut/paste tool from original document with no references given.
 - b. Copying another student's work and submitting it as one's own.
 - c. Forging or otherwise altering signatures.
 - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
 - a. Utilizing old tests, projects, notes or written papers.
 - b. Providing unauthorized information to a fellow student about exam content.
 - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
 - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or

electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).

- e. Consulting with a classmate or others when taking a computerized test.
- f. Disregarding other specific policies and procedures outlined for a particular class.
- g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
- h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](https://www.walters.edu/academics/humanities/writing-lab)
[ws.edu/academics/humanities/writing-lab](https://www.walters.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.walters.edu/academics/mathematics/learning-lab)
[ws.edu/academics/mathematics/learning-lab](https://www.walters.edu/academics/mathematics/learning-lab)

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.walters.edu/helpdesk)
[helpdesk.ws.edu](https://www.walters.edu/helpdesk)

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\).](https://ws.edu/student-services/disability/)
ws.edu/student-services/disability/

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

Instructor Specific Information

This class will be an asynchronous online web course. Attendance will be based on work completion. Failure to do so will result in an unexcused absence in the course.

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\).](https://catalog.ws.edu/)
catalog.ws.edu/

[Walters State Timetable of Classes \(opens in new window\)](https://www.waltersstate.edu/admissions/registration/)
[ws.edu/admissions/registration/](https://www.waltersstate.edu/admissions/registration/)

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in

loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](http://ws.edu/home/)
ws.edu/home/

[Walters State Facebook page \(opens in new window\)](https://www.facebook.com/WaltersState/)
<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](https://twitter.com/waltersstate)
<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](http://ws.edu/set/)
ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#).

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#).