Instructor Information

Instructor: Sarah K. Johnson, Ph.D.
Office: Science Building
Hours: Mon. and Wed. 5-6pm
Phone: 526-6990 ext.8949
Email: sjohnson@uaptc.edu
Alternative Email: johnsonsarah@uams.edu

Chair: Mr. Thomas Russell 501-812-2705 trussell@uaptc.edu
Dean: Dr. Marico Howe (501)812-2342 mbryanthowe@uaptc.edu

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

BIOL 1401: Biological Science with Lab
4 Credit Hours (3 lecture hours and 2 laboratory hours per week)
Class: Mon. 6:00 pm-8:40 pm
Lab: Wed. 6:00-8:00pm

Catalog Description

This is a study of the general principles of biology and their relationship to society. Topics covered include genetics, the diversity and unity of life, and molecular and cellular biology. Laboratory experiences are integrated with lecture topics. This is a general education course for health and science majors.

PREREQUISITES: Students enrolled in BIOL 1400 must meet the following requirements:

- A score of 19 or above on the English section of the ACT, or a score of 83 or above on the Accuplacer Sentence Skills test, or a score of 80 or above on the COMPASS Writing Placement test, or completion of ENGL 0111 (Composition Review) with a grade of “C” or better.

- A score of 19 or above on the Reading section of the ACT, or a score of 78 or above on the Accuplacer Reading Comprehension test, or a score of 83 or above on the COMPASS Reading Placement test, or completion of READ 0300 (Foundations of Literacy) with a grade of “C” or better.
• A score of 22 or above on the Math section of the ACT, or a score of 97 or above on the Accuplacer Elementary Algebra test or a score of 50 or above on the COMPASS Math Placement test, or completion of all required zero (0) level mathematics coursework.

Course Materials

Required:
B. Lab Manual: Biology 1401, University of Arkansas-PTC, Borengasser and Miller.

Optional:
C. Handouts as necessary. These will be supplied to you in lecture or lab.
D. Internet resources as necessary.

Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

Institutional Learning Outcomes and General Education

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

Department / Discipline or Program Learning Outcomes

The Biology department, consistent with the College’s mission and the Division’s objectives, encourages the success of its students in all technical fields and academic disciplines by promoting:

1. Critical and investigative thought
2. Academic Integrity
3. Independent thinking and learning
4. Written communication on a collegiate level
5. Exposure to natural science, human health, and nutrition
6. Recognition of the influence of scientific thought on individuals and society
7. Collaborative investigation
8. Basic mastery of scientific concepts and the demonstration of scientific skills
9. Correct use of biological instrumentation and proper laboratory techniques

**Student Learning / Course Outcomes**

**ACTS 1014**
1. Scientific method
2. Classification
3. Cell and membrane structure and functions
4. Biochemistry
5. Enzymes
6. Respiration and photosynthesis
7. Mitosis and meiosis
8. Metabolism
9. Genetics
10. DNA
11. Evolution
12. Use of microscope and other lab equipment

**Policies**

**Report a Complaint or Concern**

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

[https://www.uaptc.edu/report-a-concern-complaint](https://www.uaptc.edu/report-a-concern-complaint)

**UA-PTC Attendance Policy**

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

**Departmental Attendance Policy**
Any student who does not attend class within the first two weeks of class will be considered a “no show” according to the campus attendance policy and will be reported as such and dropped from the class.

Attendance is VERY important. Your success will depend on how often you attend class. Students that do poorly in class, usually do so because of poor attendance. They not only miss the information I may give about the upcoming exam, but also the repetition of the material that is so crucial to your retaining it. You will be required to sign in to document your attendance for this class. Those students who are in classes, which meet only once per week must understand that one absence here is equivalent to 3 consecutive absences in a regular MWF class, and are taken VERY SERIOUSLY.

Course Policies

The UA-PTC Catalog rules and regulations will be enforced in this course at all times. Please consult the following website for more information: https://www.uaptc.edu/catalog

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.

Student Behavior: The rules, regulations, policies, and procedures of Pulaski Technical College will be enforced in this class.

- No cheating of any shape form or fashion, please read the Student Handbook for the consequences of such behavior.
- Students are not to work on any assignments or other material other than the day's classroom topic.
- No cell phones should go off during class. If they do, you may excuse yourself from class to talk. Be sure to take your books, and don't come back!
- If you need to leave class for any reason, do not return. Take your books and other belongings with you. Students going and coming during class are a distraction to both your fellow students, and me, and will not be tolerated.

A typical Lab Session: You are expected to be in labs on time and ready to work. When you arrive, sign-in and turn in Pre-Lab sheets for that lab. If you miss a lab you may turn in your Pre-lab the following Wednesday for full credit. **Pre-Labs will not be accepted after this time.** In the lab, I expect you to pay attention and participate in the planned activity. During lab, you will be instructed to take notes, answer the questions and complete the Lab Data Sheet, and make drawings as needed. If you complete these sheets properly, you will have a good record of the lab and know what will be expected of you on the Lab Final.
Lab Policies:

- No food, gum, or drinks are allowed in the lab.
- No children or visitors in the lab at any time.
- Students are not to work on any assignments or other material other than the day's lab topic.
- Cell phones are not to be used in lab.
- There will be no lab make-up as considerable preparation time is required by the instructor and cannot be redone.
- During each lab period you will be required to make notes of what is covered, record results, describe materials used, and note any conclusions or principles demonstrated.

Grading Policy

Letter grades will be based on the following scale:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>90 to 100%</td>
</tr>
<tr>
<td>B</td>
<td>80 to 89%</td>
</tr>
<tr>
<td>C</td>
<td>70 to 79%</td>
</tr>
<tr>
<td>D</td>
<td>60 to 69%</td>
</tr>
<tr>
<td>F</td>
<td>0 to 59%</td>
</tr>
</tbody>
</table>

Point Distribution:

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams: 4 @ 100 points each</td>
<td>400</td>
<td>40 %</td>
</tr>
<tr>
<td>Comprehensive Final Exam</td>
<td>200</td>
<td>20 %</td>
</tr>
<tr>
<td>Pre-Labs</td>
<td>100</td>
<td>10 %</td>
</tr>
<tr>
<td>Comprehensive Lab Final</td>
<td>100</td>
<td>10 %</td>
</tr>
<tr>
<td>Microscope Assessment</td>
<td>50</td>
<td>5 %</td>
</tr>
<tr>
<td>Information Literacy Project</td>
<td>150</td>
<td>15 %</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
<td>100 %</td>
</tr>
</tbody>
</table>

* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.

Lab assessment: Prior to midterm, you will be given a practical and written assessment of your microscope skills. It is graded and worth 50 points or 5% of your total grade.

Tests: Tests will begin promptly at the designated time and end 50 minutes later; late arrivals must sacrifice the exam time missed. Tests may be multiple choice, fill in the
blank, matching, essay, or any other conceivable format. Each test is worth 10% of your final grade. You should not take this as an indication that they are not important. Your performance on these tests should indicate to you whether you are preparing for them properly or not. If you "bomb" the first test, you have not destroyed your chance for a good grade in the class, but you should have learned that you are not devoting enough time, or not studying properly.

Tips for proper test preparation:
➢ Read the chapters before you come to class to hear the lecture.
➢ Come to class, listen carefully, ask any questions you have, and take good notes.
➢ Work through the Chapter Review at the end of the chapter.
➢ Go to the website and work through the practice exercises for that chapter (http://connect.mheducation.com). Practice them until you can answer them correctly without referring to your book or notes.

Pre-exam quiz: A quiz will be given one week before each exam to help you gauge how prepared you are to be tested over that section. These will count as extra credit and the points earned will be added to your exam total.

Make Up Exams: Any exams missed during the course will not be made up. If you have documentation of an emergency resulting in your absence, the percentage you get on the comprehensive final will be "plugged in" for that test score. It is highly advisable that you do not miss any exams. It is easier to score well on the individual tests rather than assuming you can do equally well on the comprehensive final. Additionally, the questions on your comprehensive final are taken directly from the previous tests, so if you take the scheduled test, then at least you will have seen all the questions on the comprehensive final.

Academic Integrity

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalog states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalog also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the
American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

**Student Code of Conduct**

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog. [http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2](http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2)

**Sexual Misconduct**

No person at UA-PTC will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu

**Course Evaluations**

Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

**Information Literacy**

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.
### Important Dates for Spring 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Significance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 9</td>
<td>Wed.</td>
<td>Classes begin</td>
</tr>
<tr>
<td>Jan 15</td>
<td>Tues.</td>
<td>Last day to change schedules</td>
</tr>
<tr>
<td>Jan 21</td>
<td>Mon.</td>
<td>Martin Luther King’s Birthday (Campus closed)</td>
</tr>
<tr>
<td>Mar 17-21</td>
<td></td>
<td>Spring Break</td>
</tr>
<tr>
<td>Apr 17</td>
<td>Wed.</td>
<td>Last day to drop a class</td>
</tr>
<tr>
<td>May 1</td>
<td>Wed.</td>
<td>Lab Final</td>
</tr>
<tr>
<td>May 6</td>
<td>Mon.</td>
<td>Lecture Final</td>
</tr>
</tbody>
</table>

### Course Outline & Tentative Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Week of</th>
<th>Chapter</th>
<th>Exams</th>
<th>Lab</th>
<th>Lab Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Jan 7</td>
<td>No Class</td>
<td>Intro/What is Life?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Jan 14</td>
<td>1-2</td>
<td>1</td>
<td></td>
<td>The Microscope</td>
</tr>
<tr>
<td>3</td>
<td>Jan 21</td>
<td>No Class</td>
<td>2</td>
<td></td>
<td>The Chemical Composition of Cells</td>
</tr>
<tr>
<td>4</td>
<td>Jan 28</td>
<td>2-3</td>
<td>3</td>
<td></td>
<td>Bacteria and Protists</td>
</tr>
<tr>
<td>5</td>
<td>Feb 4</td>
<td>4-5</td>
<td>Quiz Ch. 1-3</td>
<td>4</td>
<td>Cell Structure and Function</td>
</tr>
<tr>
<td>6</td>
<td>Feb 11</td>
<td></td>
<td>Exam Ch. 1-3</td>
<td>5</td>
<td>Photosynthesis and Cellular Respiration</td>
</tr>
<tr>
<td>7</td>
<td>Feb 18</td>
<td>5-6</td>
<td>6</td>
<td></td>
<td>DNA Biology and Protein Synthesis</td>
</tr>
<tr>
<td>8</td>
<td>Feb 25</td>
<td>7-8</td>
<td>Quiz Ch. 4-6</td>
<td>7</td>
<td>Cell Cycle and Mitosis</td>
</tr>
<tr>
<td>9</td>
<td>Mar 4</td>
<td></td>
<td>Exam Ch. 4-6</td>
<td>8</td>
<td>Microscope Assessment/Quiz</td>
</tr>
<tr>
<td>10</td>
<td>Mar 11</td>
<td>8-9</td>
<td>8</td>
<td></td>
<td>Sexual Reproduction (Midterm Grades)</td>
</tr>
<tr>
<td>11</td>
<td>Mar 18</td>
<td>No Class</td>
<td>9</td>
<td></td>
<td>No Lab</td>
</tr>
<tr>
<td>12</td>
<td>Mar 25</td>
<td>10-11</td>
<td>Quiz Ch. 7-9</td>
<td>10</td>
<td>Patterns of Inheritance and Human Genetics</td>
</tr>
<tr>
<td>13</td>
<td>Apr 1</td>
<td></td>
<td>Exam 7-11</td>
<td></td>
<td>Evidence of Evolution</td>
</tr>
<tr>
<td>14</td>
<td>Apr 8</td>
<td>12-13</td>
<td>11</td>
<td></td>
<td>Animal Evolution (Required project due)</td>
</tr>
<tr>
<td>15</td>
<td>Apr 15</td>
<td>14-15</td>
<td>12</td>
<td></td>
<td>Evolution of Plants and Fungi</td>
</tr>
<tr>
<td>16</td>
<td>Apr 22</td>
<td>16-17</td>
<td>Quiz Ch. 12-15</td>
<td>17</td>
<td>Review for Lab Final</td>
</tr>
<tr>
<td>17</td>
<td>Apr 29</td>
<td></td>
<td>Exam Ch. 12-17</td>
<td></td>
<td>Lab Final</td>
</tr>
<tr>
<td>18</td>
<td>May 6</td>
<td>Lecture Final</td>
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</tbody>
</table>
Final Exam Schedule:

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<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
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</tr>
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<td>May 6</td>
<td>Mon.</td>
<td>Lecture Final</td>
</tr>
</tbody>
</table>

Disclaimer: This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for Sarah Johnson’s Biology 1401 class at Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

Semester

Date

Print name

Signature

UA-UA-PTC Email address

Telephone