

1. BISC 102. Inquiry into Life: Human Biology

Syllabus

Fall 2007

Dr. Wendy J. Garrison

Welcome students! Thank you for signing up for my class! I'm looking forward to exploring many biology topics with you, and getting to know you this semester.

Your checklist. Do do your best, please go through this checklist, don't turn it in - it is just for your use.

___ I have read this syllabus

___ I have gotten my textbook from the bookstore in the Union on the Oxford campus, or any other store or online. Required: Essential Biology with Physiology, 2nd edition, by Campbell, Reece and Simon.2007. Publisher Pearson, Benjamin Cummings. ISBN 0-8053-6841-8.

___ I have gone to the course page and I have clicked on "Lessons" at the top of the page.

___ I have clicked on Lesson Folder One and followed the instructions there.

___ I understand that for each discussion board, I must make TWO postings to one is my post, one is a response to someone else's. We would love for you to post more than twice if you like.

___ I understand that the posts to the discussion board must be made at least 48 hours apart.

___ I have copied the "DUE DATES" section from the syllabus and posted it by my work area.

___ I understand that at the indicated time the assignment will disappear and become unavailable. Therefore, I understand it is to my advantage to get it done well before it is scheduled to disappear.

___ I understand that it is wise to work well ahead of due dates.

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I. About the Instructor: Dr. Wendy Garrison

My teaching philosophy is that students are interested in subjects that are real and that apply to their lives. Biology is that and more. Welcome!

I have a Ph.D. in Biology, and am an instructor of Biology in the Biology Department at the University of Mississippi, Oxford Campus. I have been an instructor here since 1996. The courses I teach most often are BISC102 and 104, and I also teach or have taught Honors College Biology classes, the Costa Rica Biology Study Abroad class, most recently in wintersession 2006, and upper level Biology classes such as BISC 342, Plant Diversity, which I taught in Spring 2006.

This will be my second year teaching entirely online - I love it. Based on the course evaluations from Spring 2007, students find it an effective and enjoyable way to learn.

Outside of Biology, I'm a slide guitar player - maybe you've seen me or will see me playing music around Oxford.

II. How to contact the instructor

A. Email either on Angel (click on "communicate" tab) or at bywjg@olemiss.edu.

I will answer your email in 48 hours Monday through Friday unless I have alerted the class that I will be unavailable.

B. Office hours online through Angel. This is when I will answer you right away as you write if you send me an email in Angel.

2:00 - 3:00 P.M. Monday and
9:30 - 10:30 A.M. Tuesday
11:00 A.M. - 12 noon Friday

C. Office Hours in my office, 228 Shoemaker Hall, on the Oxford Campus:

3:00 - 4:00 P.M. on Monday
10:30 - 11:30 A.M. on Tuesday
and by appointment. This is when you can stop by and I will be in my office to visit with you and talk about biology.

D. Telephone: I prefer not to communicate by telephone. Because of some vocal problems, it is difficult for people to hear me over the phone. Thank you. If it is absolutely necessary for you to call, you may call my office number 662-915-1089. I will answer the phone if I am in. I cannot return your calls, but I will be happy to email a response to you. You may also call the Department of Biology's Oxford Campus office: 662-915-7204

III. What feedback to expect from the instructor: individual or group feedback on assignments as needed, interaction in discussion boards as needed, one to one email and class email as needed. Prompt response to Angel email, as well as in person office hours to address individual questions.

IV. Course Description:

A survey course intended for nonbiology majors, introducing basic principles and emphasizing the function of the human body, including diseases, cellular processes, respiration, muscular system, reproduction, development, immunity, and inheritance. Will not count for credit if BISC 160 is counted. Applies to the science requirement of the core curricula. Associated laboratory is BISC 103.

Semester hours: The course is 3 semester hours.

Prerequisites: There are no prerequisites beyond regular admission to the University of Mississippi.

Permission from the instructor to register is not required.

Minimum technology requirements: Please look at these two sources.

1. <http://www.outreach.olemiss.edu/OleMissOnline/FAQ/>

FAQ #7 mentions the hardware and software requirements
FAQ #15 mentions self motivation and provides a link to "survival skills" online students should have.

Online course, instructional methods: The course is presented on a weekly schedule throughout the semester. Students will progress by written assignments, online quizzes, and by participation in discussion boards, as well as by other assignments. It is the student's responsibility to regularly access the course site and read the instructor's postings. Teaching methods include directed discussions, outside assignments, prescribed readings, and assigned projects.

Issues approach: Students should be aware that we have chosen to cover some controversial issues in this course. We have selected materials that present a balanced discussion of various controversies. We believe that being exposed to contrasting points of view, considering the merits of other points of view, and respecting people with other views is an essential part of being an educated person, and an essential part of being a member of the University community.

V. Course Learning Objectives:

1. After taking this course, students will better understand familiar actions such as eating, breathing, reproduction, circulation, immune system, hormones, nervous system, inheritance and exercise, at the organ, tissue, cellular, and molecular level, in order to better maintain and improve their health and to understand medical diagnoses.

Methods and evaluation: Weekly study guides, weekly quizzes, guided discussions: "Food label"; "Buster's breathing"; "Fertility/infertility"; "The family tree, pruned"

2. After taking this course, students will better understand the importance of scientific thinking. Therefore, students will be better able to identify false claims, such as those seen in some advertisements, and will be able to evaluate the relative benefits of some medical advances.

Methods and evaluation: Homework "Elementary school teacher."

3. In this course students will be introduced to online resources and tools in support of the above objectives and will therefore continue to learn about their health and other topics covered in this class. After this course is over students will be able to apply the knowledge gained here in novel situations affecting their lives.

Methods and evaluation: Mypyramid homework, Center for Disease Control homework; case studies "Buster's breathing" and "The inquiry", "Restaurant health inspection" discussion boards.

4. After taking this course, students will have more empathy for others dealing with various conditions, will be able to express themselves articulately, assertively and with respect for the views and feelings of others.

Methods and evaluation: Discussion boards, especially "Helping/hurting someone" and "Fertility/infertility."

(Weekly assignments will guide the student through the process of understanding concepts and objectives in 1. 2. 3. and 4.)

VI. Course Schedule:

Details are found in each Lesson folder.

	Chapter	Topic
#1	22	Nutrition
# 2	22	Nutrition
#3	3	Molecules of Life
# 4	3	Molecules of Life
#5	21	Unifying Concepts
#6		
	4	Tour of the Cell
# 7	5 & 6	Working Cell and Cellular Respiration
#8	23	Circulation and Respiration
#9	24	The Body's Defenses
#10	25	Hormones
#11	26	Reproduction and Development
#12	27	Nervous, Sensory and Motor Systems
#13	9	Patterns of Inheritance
#14	10 & 11	DNA/Gene regulation

DUE DATES - here is a handy summary. Please see the indicated lesson folders for details.

Closes on this date	at this time	What is due	Points	Assignment made in lesson folder
Friday, Aug. 31	4:00 p.m.	Syllabus quiz	10	#1
Friday, Aug. 31	4:00 p.m.	Quiz on Lesson #1	10	#1
Friday, Aug. 31	4:00 p.m.	Quiz on Lesson #2	10	#2
Tuesday, Sept. 4	4:00 p.m.	Discussion forum: Introduce Yourself	20	#1
2 posts, 48 hours apart				
Friday, Sept. 7	4:00 p.m.	Quiz on Lesson #3	10	#3
Monday, Sept. 10	4:00 p.m.	Discussion forum: Helping/hurting	20	#2
2 posts, 48 hours apart				
Monday, Sept. 10	4:00 p.m.	Drop box: My Pyramid, Part I	10	#2
Monday, Sept. 10	4:00 p.m.	Discussion forum: Food label	20	#3
2 posts, 48 hours apart				
Friday, Sept. 14	4:00 p.m.	Quiz on Lesson #4	10	#4
Monday, Sept. 17	4:00 p.m.	Drop box: My Pyramid, Part II	30	#2
Friday, Sept. 21	4:00 p.m.	Quiz on Lesson #5	10	#5
Monday, Sept. 24	4:00 p.m.	Drop box: CDC assignment	25	#5
Monday, Sept. 24	4:00 p.m.			

Drop box: My Pyramid, Part III
15
#2
Friday, Sept. 28
4:00 p.m.
Quiz on Lesson #6
10 #6
Monday, Oct. 1
4:00 p.m.
Drop Box: Elementary school teacher
45 #6
Oct. 2 - 4
reserve a time
MIDTERM EXAM
150
PROCTORED
Friday, Oct. 5
4:00 p.m.
Quiz on Lesson #7
10 #7
Friday, Oct. 12
4:00 p.m.
Quiz on Lesson #8
10
#8
Monday, Oct. 15
4:00 p.m.
Discussion forum: Buster's cyanosis
2 posts, 48 hours apart
20 #8
Friday, Oct. 19
4:00 p.m.
Quiz on Lesson #9 10 #9
Monday, Oct. 22
4:00 p.m.
Drop box: Buster's breathing dialogue
40
#8
Friday, Oct. 26
4:00 p.m.
Quiz on Lesson #10 10 #10
Monday, Oct. 29
4:00 p.m.
Discussion forum: Restaurant health inspections
20
#9
Friday, Nov. 2
4:00 p.m.
Quiz on Lesson #11
10
#11
Monday, Nov. 5
4:00 p.m.
Discussion forum: Fertility/Infertility
2 posts, 48 hours apart
20
#11
Friday, Nov. 9
4:00 p.m.
Quiz on Lesson #12
10
#12
Friday, Nov. 16

4:00 p.m.
Quiz on Lesson #13 (short essay based on Case Study: The Inquiry)
10
#13
Tuesday, Nov. 26
4:00 p.m.
Discussion Forum: "The Family Tree, pruned" 2 posts, 48 hours apart
20
#13
Friday, Nov. 30
4:00 p.m.
Quiz on Lesson #14
10
#14
Dec. 4 -6
reserve a time
FINAL EXAM
150
PROCTORED

VII. EVALUATION TOOLS/POINT DISTRIBUTION/DESCRIPTION OF MAJOR ASSIGNMENTS

DISCUSSION/ATTENDANCE: 140

Students will be able to learn from and interact with other students in guided discussions. Each discussion has a different focus, and students will analyze and discuss current health related topics ranging from the advertising of fast food, to genealogy, to fertility issues. There are 7 discussion forums with possible 20 points each. To get full credit each week for discussion/attendance, students are required to do the following:

1. Students are required to post twice on each discussion board subject. One posting will be your discussion, and the other posting will be a response to a group member's discussion. The postings must be made 48 hours apart.

2. The quality of the posts are evaluated, and full credit will be given only for thoughtful entries with correct spelling and grammar, of about a paragraph in length. If you miss a discussion for any reason, then unfortunately I will not be able to give you credit for that discussion. Your contribution to the threaded discussion (and most other assignments) is due before

the closing time on the scheduled dates. Each post will be scored up to 10 points.

3. Students are expected to complete all readings on time and join the discussion forum prepared to exchange views. The discussion topics are designed to promote critical thinking. When reading responses, I will be checking for understanding of the topic, as well as student ability to effectively communicate ideas.

MIDTERM EXAM: 150

MidTerm Exam: 150

Students will be asked to illustrate their mastery of scientific concepts on the closed book, proctored midterm exam. The Mid Term Exam will be multiple choice.

1. Mid-Term will be administered at the Oxford campus or as indicated below. There is a 3 day window, where you may take the exam in a proctored environment. Please make your reservation online. You will get a notification of your reservation from olemiss online. Please print and save the reservation - that way, I can quickly help you if any challenges arise.

2. PROCTORED ASSESSMENTS POLICY. Here is the official statement from the olemissonline office:

If an Ole Miss Online instructor requires their students to take an assessment in a proctored environment, then it is the students' responsibility to make all required arrangements for those proctored assessments. More information about the Proctored Assessments Policy, including a list of approved proctors, is available at

http://www.outreach.olemiss.edu/OleMissOnline/Test_Info/

If the student is located off-campus and is unable to take the assessment at a UM location, the student must submit an examination

<http://www.outreach.olemiss.edu/OleMissOnline/Test_Info/OffCampusForm.html>request form for every proctored assessment required by the online instructor. The

examination request must be received by UM Independent Study and Ole Miss Online Office at least seven (7) days before the examination date

We reserve the right to require any student to come to the Oxford campus to write an examination if there is any doubt about the originality of the student's work.

FINAL EXAM: 150

Final Exam: 150

The Final Exam will be multiple choice. It will be administered in the same way as the midterm exam. There is a 3 day window where you may take the exam in a proctored environment

Exam may include a combination of picture identification, multiple choice, matching, and essay questions.

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WEEKLY QUIZZES: 150

Weekly Quizzes:

In order to encourage students to keep up with the material, weekly 10 points quizzes are given online. The quizzes are all open book, and students are allowed to work together. However, the quizzes are timed, and most can only be taken once. Therefore students need to master the material beforehand by filling in the Study Guide for that lesson.

All scheduled Practice Quizzes and Quizzes must be taken online by the scheduled time to receive credit. Unfortunately I will not be able to let students make up a quiz, so students are encouraged to work slightly ahead of deadlines.

HOMEWORK: 165

MyPyramid: You will evaluate your own diet by clicking on a U.S. government website, finding healthy eating tips, recording what you have eaten, and seeing how it measures up to healthy goals provided by the site.

Case study "Buster's breathing" dialogue: This is a true story, written by me, about a dog. You will be asked to analyze Buster's symptoms, and to give us your opinion on the ethical issues raised by the case. You will also write a dialogue following guidelines given in the assignment.

Center for Disease Control (CDC): You will go to a U.S. government website to do find out the latest on current health issues of interest to you. Specific questions will guide you.

Elementary School Teacher: In this assignment you will make sure you understand hypothesis testing and experimental design by pretending that you are the teacher helping your young students prepare for the science fair.

VIII. Make up policies. In order to make sure that this online course meets rigorous academic standards, make-ups and time extensions unfortunately will NOT be

granted for assignments or online quizzes. If a student misses the midterm or final exam because of an emergency or other unavoidable reason, the midterm and final exam may be made up. The make up midterm exam will be an essay test, given immediately after the final exam. Extra credit work will not be possible in this course.

LIFE THREATENING/LIFE ALTERING CIRCUMSTANCES: At some time or another we will all experience serious circumstances. If the death of a family member, student serious illness, or other truly life altering situation affects you this semester, I ask your patience as I require you to go through these steps:

1. Have a family member contact the dean of your school (business, liberal arts, etc.) or the dean of students with the details. Their contact information is on the University web page.
2. The dean will then confirm the facts by calling the appropriate authorities.
3. The dean will send out an official email notice to all your instructors.
4. I will then offer you an incomplete in the class to be made up the following semester by the date specified by the University. The incomplete is a temporary grade whereby you do not lose the work you have done up to the point in question.

COMPUTER MALFUNCTIONS: In order to do your best, please count on the fact that your computer, or sometimes even the University system will occasionally be down. There is no doubt that it will happen. Unfortunately even though this happens, it is not possible for me to count it as an excused reason for not turning in an assignment. Luckily in an online class you can work ahead to make sure you meet all deadlines. If an assignment is important to you, please give yourself some extra time to complete it. In general, you will be allowed to work 3 weeks ahead of the posted schedule. I am happy to, and have many times, helped walk students through computer problems, but only if they are working well ahead of due dates.

IX. Grading: Your final grade will be determined as follows: Add up all the possible points. Add up the number of points you have received and divide. Your total points/Possible total points times 100 will give you a percent.

90 - 100% A

80 - 89% B

70 - 79% C

60 - 69% D

59% and below F

X. Communication:

Communication between student and teacher is vital in online classes. I am eager to help you do your best in learning biology, and in successful completion of this class. Students must check the Angel mailbox and announcements frequently. Failure to respond to mail from the instructor may result in blocked access to the class site.

Respect:

I expect every student to respect his or her classmates and contribute to a positive learning environment. Learning is an active process; none of us can expand our understanding without an active exchange of ideas. All of our experiences are potential resources in this course. Most importantly, mistakes are an expected part of learning and even a necessary part! Don't be afraid to make a mistake, because that is part of learning. The course provides a safe environment for all to make mistakes and learn from their own mistakes and those of others.

Clearly, I consider our class time together as central to achieving the objectives of this course, and I expect your regular participation. A word of caution, however, since the virtual classroom provides a measure

of anonymity: Communicating from a distance may tempt some students to speak informally while in the discussion room—but I remind all students to keep their communication formal—as if you were in a classroom on campus. Please do not use abbreviations in your communications (for instance please spell out by the way, don't use BTW.)

XI. STUDENT DISABILITY SERVICES:

The University of Mississippi is committed to ensuring equal access to an education for enrolled or admitted students who have disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). The office serves those with physical, nonphysical, and mental disabilities. University policy calls for reasonable accommodations to be made for eligible students with verified disabilities on an individualized and flexible basis.

It is the responsibility of any student with a disability who requests a reasonable accommodation to contact the Office of Student Disability Services (662-915-7128) in 234 Martindale Center to be verified with that office. SDS will then contact the instructor through the student by means of an Instructor Notification of Classroom Accommodations form. For more information, please visit their website at <http://www.olemiss.edu/depts/sds>.

XII. ACADEMIC CONDUCT:

Academic honesty is the basis of a University. Academic honesty is expected from all students.

Academic honesty is expected and required of all students at The University of Mississippi. Please see The University of Mississippi's M-Book, Section II, subsection G, et seq. <http://www.olemiss.edu/depts/dos/mbook/index.htm> . In this course, students may not re-use a paper written for another class and submitting it in whole or part for credit in another class. Plagiarism is harder to define, but it boils down to representing someone

else's ideas as you own. If you have any questions about plagiarism please consult the web links below or contact me directly. Plagiarism is not only prohibited by the university but it could also be a legal offense. (ex: copyright infringement, fraud, etc.) See Plagiarism in Colleges in USA by Ronald B. Standler for more information about potential legal issues.
<http://www.rbs2.com/plag.htm>

Sometimes, students have not been taught how to properly write a paper and may unintentionally be plagiarizing. If you are not sure, it is your responsibility to look at the following sites. The Online Writing Lab at Purdue has a great site on Plagiarism, including a checklist for students.
http://owl.english.purdue.edu/handouts/research/r_plagi ar.html

How Not to Plagiarize - Margaret Procter, Coordinator of Writing Support, University of Toronto.
<http://www.utoronto.ca/writing/plagsep.html>

The University of Mississippi's Academic Conduct policy will be followed, including Standards of Honesty, and Disciplinary procedures, which include several options, ranging from failing the course to being suspended from The University of Mississippi.

XIII. ABOUT ANGEL COURSE MANAGEMENT SYSTEM:

We will use the Angel course management system in this course. Students will submit all writing assignments to the instructor via the Angel system. For Technical assistance contact the Ole Miss Online office, 915-7313 or online@olemiss.edu.

Because this course is an online course, you should be aware that violations of the appropriate use policy might constitute academic dishonesty. You should not share your private personal passwords (for your Angel account or for your email) with anyone else, including brothers or sisters, boyfriends or girlfriends, or parents. Logs of all your activity within the Angel course environment, including the Internet location

from which you are accessing Angel, are available to the instructor and to the Ole Miss Online office. Any evidence of logins to a student's Angel course by someone other than the student will be treated as an act of academic dishonesty and procedures outlined in the M Book will be followed.

For the ANGEL Guide on How to Use a Drop Box see the - Helpful Guides for Online Students Folder - ANGEL "How-tos" and Plagiarism Exercises. To get there, please click on "Lessons" tab at the top of the pages.

How to submit documents:

Most assignments will have instructions on them, but please feel free to ask if you are uncertain.

I prefer all submissions in Microsoft Word (.doc file). If you are using WordPerfect you should have no problem. Otherwise your best bet for saving a document is through "RTF" (Rich Text Format). PLEASE do not submit documents in works files because I am unable to open WORKS files. Please budget your time to allow for computer glitches. There is nothing wrong per se with waiting until the last minute but it does carry the risk that something will go wrong and that I will not be able to count your work if it is not submitted on time. So, it is in your best interest to work ahead of schedule.

AGAIN - THANK YOU FOR YOUR INTEREST IN BIOLOGY - IT'S GOING TO BE A GREAT SEMESTER - ENJOY!