BIOLOGY 1413 - GENERAL ZOOLOGY
Fall 2019

INSTRUCTOR
Ben R. Skipper
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Tel: 325/486-6622
E-mail: bskipper@angelo.edu
Office Hours: Office hours: M – 9:30-10:30, T – 12:30-2:00, W – 9:30-10:30 & 2:00-4:00, R – 9:00-10:00, F – 9:30-10:30. If any of these times do not fit your schedule, email me so that we may arrange a different time.

Course Material
Lab Terminology and Accessory Material. I will email you a link.

STUDENT LEARNING OUTCOMES
Two of the many objectives for students completing Bio 1413 are:
Students will be able to recall the phylum level diversity of the Kingdom Animalia and recognize typical members of the major phyla.
Students will be able to correctly determine evolutionary relationships among groups based on interpretation of a phylogenetic tree.

METHODS OF ASSESSING STUDENT LEARNING OUTCOMES
Knowledge of Student Learning Outcomes will be assessed as multiple choice, fill-in, or discussion questions on examinations.

ATTENDANCE
Attendance in class is expected and daily attendance records will be kept for administrative purposes. Because lectures emphasize the material covered on exams, those students that miss classes usually do worse on exams and in the course than those students who attend all classes. I consider absences in excess of 3 classes to be excessive. Attendance will be checked at each class meeting via a circulated list that you must initial. NOTE: You are NOT automatically dropped if you stop attending class.

EXAMS AND GRADING
The course grade will be based on a combined total of 1000 possible points from the lab and lecture as follows. Exams 1, 2, and the final exam are valued at 125 points each. Exam 3 is values at 75 points. Practicals 1, 2, and 3 are valued at 150 points each. Combined, all quizzes will total 100 point.

The Comprehensive Final can also replace a lower grade on one of the first two semester lecture exams.

scale: A = 900+ points; B = 800–899 points; C = 700–799 points; D = 600–699 points; F = <600 points
DAILY QUIZZES
On most days a quiz will be given at the beginning of class over the previous lecture’s material. There will be no makeup quizzes if you are absent or late. The lowest 3 quiz grades will be dropped.

MAKE-UP EXAMS
Make-up exams will be given only in emergency situations which preclude class attendance. Arrangements for excused make-up exams should be made prior to the scheduled date of the exam, unless it is a health emergency, in which case you should contact me by the first class following the absence. Absences from lab practicals for university sponsored events must be made up earlier or later during the same week of the exam.

General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- Angelo State University Student Handbook
- Angelo State University Catalog

Academic Integrity
Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Science and Engineering adheres to the university’s Statement of Academic Integrity.

Accommodations for Students with Disabilities
ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the Student Disability Services website. The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Director of Student Disability Services
Office of Student Affairs
325-942-2047
dallas.swafford@angelo.edu
Houston Harte University Center, Room 112

Incomplete Grade Policy
It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more
Plagiarism

Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.
# TENTATIVE COURSE SCHEDULE

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<tr>
<th>Week</th>
<th>Lecture Topics</th>
<th>Text Chapter</th>
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<tr>
<td>26 August</td>
<td>Introduction; characteristics of animals</td>
<td>1, 9</td>
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<tr>
<td>2 September</td>
<td>Reproduction and development</td>
<td>7, 8</td>
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<td>9 September</td>
<td>Basic evolutionary principles; Classification;</td>
<td>6, 10</td>
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<tr>
<td>16 September</td>
<td>Protozoans; Porifera</td>
<td>11, 12</td>
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<tr>
<td>23 September</td>
<td>Porifera (cont.); Cnidaria</td>
<td>12, 13</td>
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<td>30 September</td>
<td>Platyhelminthes</td>
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<td><strong>2 October Exam 1</strong></td>
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<td>7 October</td>
<td>Platyhelminthes; Acoelomorpha, Mesozoa, Polychaeta,</td>
<td>14, 15</td>
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<td>14 October</td>
<td>Mollusca; Annelida</td>
<td>16, 17</td>
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<tr>
<td>21 October</td>
<td>Annelida (cont.); smaller ecdyzoans</td>
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<td>28 October</td>
<td>Trilobita; Chelicerata; Myriapoda</td>
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<td>4 November</td>
<td>Crustacea; Hexapoda</td>
<td>20, 21</td>
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<td><strong>6 November Exam 2</strong></td>
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<td>11 November</td>
<td>Chaetognatha; Echinodermata; Hemichordata</td>
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<td>18 November</td>
<td>Chordata; Fishes</td>
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<td>25 November</td>
<td>Amphibia; Reptilia</td>
<td>25, 26</td>
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<td>2 December</td>
<td>Aves; Mammalia</td>
<td>27, 28</td>
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<td>11 December (Wednesday)</td>
<td>10:30-12:30 LECTURE EXAM III AND COMPREHENSIVE FINAL EXAM</td>
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</tbody>
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1. [https://www.angelo.edu/student-handbook/](https://www.angelo.edu/student-handbook/)
2. [https://www.angelo.edu/catalogs/](https://www.angelo.edu/catalogs/)
4. [https://www.angelo.edu/services/disability-services/](https://www.angelo.edu/services/disability-services/)
5. [https://www.angelo.edu/content/files/14197-op-1011-grading-procedures](https://www.angelo.edu/content/files/14197-op-1011-grading-procedures)
7. [https://www.angelo.edu/dept/writing_center/academic_honesty.php](https://www.angelo.edu/dept/writing_center/academic_honesty.php)
8. [https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of](https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of)