Course Information

Course Description
A consideration of the structural adaptations of animals. Laboratory will emphasize classification and comparative anatomy within the Kingdom Animalia.

Prerequisite and Co-requisite Courses
Credit for one semester of introductory biology for majors (Biology 1306/1106 [1406], 1307/1107 [1407], 1480)

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.

Course Delivery
This is a face-to-face course with learning resources and supplemental materials posted in Blackboard.

Required Texts and Materials
- TopHat™ classroom response technology (see below for more info)

**Technology Requirements**
Students need access to Blackboard and to purchase access to TopHat™ classroom response system. More information regarding TopHat will be given the first week of class. TopHat requires a subscription and is available as an app for smartphones and tablets and a website on laptop computers.

**Communication**
Faculty will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday evening.

**Written communication via email:** All private communication will be done exclusively through your ASU email address. Check your ASU email frequently for announcements and policy changes. In your emails to faculty, include the course name and section number in your subject line.

**Virtual communication:** Office hours and/or advising may be done with the assistance of the telephone and/or Blackboard Collaborate.

**Grading**

**Evaluation and Grades**
Course grades will be determined based on a combined total of 1000 points from lecture and lab as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lecture Activities</td>
<td>100</td>
</tr>
<tr>
<td>Lecture Exam 1</td>
<td>125</td>
</tr>
<tr>
<td>Lecture Exam 2</td>
<td>125</td>
</tr>
<tr>
<td>Lecture Exam 3</td>
<td>75</td>
</tr>
<tr>
<td>Lecture Final Exam</td>
<td>125</td>
</tr>
<tr>
<td>Lab Practical 1</td>
<td>150</td>
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<tr>
<td>Lab Practical 2</td>
<td>150</td>
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<tr>
<td>Lab Practical 3</td>
<td>150</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>1000</strong></td>
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</tbody>
</table>

**Grading System**
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.
The following grading scale is in use for this course:

- A = 900-1000 points
- B = 800-899 points
- C = 700-799 points
- D = 600-699 points
- F = 0-599 points (Grades are not rounded up)

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

**Assignment and Activity Descriptions**

Knowledge of Student Learning Outcomes will be assessed as multiple choice, fill-in, or discussion questions on examinations. Activities will be a mix of various assignment formats including; TopHat questions during lecture, Blackboard quizzes, worksheets, and other assessment formats. There will be no makeup activity if you are absent or late. The lowest 3 activity 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 before 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 information.

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
E-Mail: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, your instructor is 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.

Course Schedule (tentative)

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 TopHat. **NOTE: You are NOT automatically dropped if you stop attending class.**
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Text Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction; characteristics of animals</td>
<td>1, 9</td>
</tr>
<tr>
<td>2</td>
<td>Reproduction and development</td>
<td>7, 8</td>
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<tr>
<td>3</td>
<td>Basic evolutionary principles; Classification;</td>
<td>6, 10</td>
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<tr>
<td>4</td>
<td>Protozoans; Porifera</td>
<td>11, 12</td>
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<tr>
<td>5</td>
<td>Porifera (cont.); Cnidaria</td>
<td>12, 13</td>
</tr>
<tr>
<td>6</td>
<td>Platyhelminthes</td>
<td>14</td>
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<tr>
<td></td>
<td><strong>EXAM 1 Thursday 3 October</strong></td>
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<tr>
<td>7</td>
<td>Platyhelminthes; Acoelomorpha, Mesozoa, Polyzoa, Kryptrochozoa</td>
<td>14, 15</td>
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<tr>
<td>8</td>
<td>Mollusca; Annelida</td>
<td>16, 17</td>
</tr>
<tr>
<td>9</td>
<td>Annelida (cont.); smaller ecdyzoans</td>
<td>17, 18</td>
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<tr>
<td>10</td>
<td>Trilobita; Chelicerata; Myriapoda; Crustacea</td>
<td>19, 20</td>
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<tr>
<td>11</td>
<td>Hexapoda</td>
<td>21</td>
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<tr>
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<td><strong>EXAM 2 Thursday 7 November</strong></td>
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<tr>
<td>12</td>
<td>Chaetognatha; Echinodermata; Hemichordata</td>
<td>22</td>
</tr>
<tr>
<td>13</td>
<td>Chordata; Fishes</td>
<td>23, 24</td>
</tr>
<tr>
<td>14</td>
<td>Amphibia; Reptilia</td>
<td>25, 26</td>
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<tr>
<td>15</td>
<td>Aves; Mammalia</td>
<td>27, 28</td>
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<tr>
<td>16</td>
<td><strong>EXAM 3 and COMPREHENSIVE FINAL EXAM</strong></td>
<td></td>
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<tr>
<td></td>
<td>Tuesday 10 December 8:00-10:00 AM</td>
<td></td>
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</tbody>
</table>

2. https://www.angelo.edu/catalogs/
4. https://www.angelo.edu/services/disability-services/
5. https://www.angelo.edu/content/files/14197-op-1011-grading-procedures
6. https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of