Instructor: Dr. Bonnie Amos
Email: Bonnie.Amos@angelo.edu
Phone: 325 486-6656
Office: Cavness 127

Office Hours
Monday 10am-1pm, Wednesday and Thursday 9:30-10:30am, and by appointment

Course Information

Course Description
In this course we will investigate how the human body works and see some of the common ways in which the operation of its major systems can be impaired. We will also explore how knowledge of human biology has been obtained through the scientific process. This is a course designed for students who are not biology majors or minors!

Prerequisite and Co-requisite Courses
Although not required, concurrent enrollment in Bio 1108 lab is strongly recommended.

Prerequisite Skills
Excellent note taking and study skills, strong motivation to attend and participate in all scheduled classes and perform at your best ability.

Student Learning Outcomes
The objectives of this course focus on describing, explaining, and predicting natural biological phenomena using the scientific method. The goal of this course is for you to gain an understanding of the interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

The SLO’s for this course and the associated activities include:
• Critical Thinking: (CT1)
  Students will gather, analyze, interpret and evaluate data.
  Students will conduct experiments in the lab, gather data and then analyze their results.

• Communication: (CS1)
  Students will communicate information via written means on lab activities and projects.
  Students will conduct lab experiments and communicate their findings in writing to each other and their instructor.

• Empirical & Quantitative Skills: (EQS1, EQS2)
  Students will collect and analyze quantitative data.
  Students will take measurements as part of a lab experiment. They will analyze their data and generate conclusions.
  Students will make observations to test a hypothesis and generate conclusions based on their observations.
  Students will make directed observations, gather data and then analyze their results.

• Teamwork: (TW2)
  Students will work together on applied learning activities and collaborate with one another to support course goals.
  Students will conduct experiments in the lab in groups, gather data and then analyze their shared results.

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

Required Texts and Materials

Technology Requirements
Blackboard [http://blackboard.angelo.edu](http://blackboard.angelo.edu) will be used extensively in this course. Powerpoint lectures, practice questions for each topic, internet resources, homework assignments, course syllabus and lecture schedule will be posted here.

You are enrolled in two Blackboard courses pertaining to this course: Human Biology Lecture and Human Biology Lab. Go to these sites today and make certain you can access the information in both courses.

You will be required to enroll in Top Hat; you should have received an email from Top Hat, if not or if you have questions, go to this site:
The join code for our class (Human Biology – Fall 2019) is 836747.

This course requires the use of LockDown Browser, and on occasion, a webcam for online exams. The webcam can be built into your computer or can be the type that plugs in with a USB cable; webcam use is available in the ASU computer labs. To download a free copy of LockDown Browser, go to Blackboard, select the Technology Support Tab, and download and install LockDown Browser.

**Communication**

I 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. In any correspondence with me, please provide your first and last name and the course name. All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes.

**Exams and Grades**

**Exams**

Four multiple-choice lecture exams will be administered. Exams 1-4 will emphasis the information presented since the last exam, or in the case of exam 1, since the beginning of the semester; however, some information from previous exams may be included since human systems are closely integrated and are often impacted by changes in other systems. Since we have only 75 minutes to take exams, it will be impossible for you to have time to complete an exam that includes questions over every detail and topic we cover in class. I will have questions over as many topics as I can and still have an exam that can be completed in the time allotted. To be prepared, you must study all of the information covered; if you can successfully answer the questions on the exam, I can assume you also know the information that was not included on the exam. The dates for each exam are noted on the schedule. You must bring a #2 pencil to each exam.

No make-up exams will be given. If you miss one an exam, you must take an online comprehensive exam which will include questions over material presented throughout the semester. Your score on this exam will provide a substitute grade for the missed exam. For example, if your exam scores for exams 1-4 are 90, 0, 80, 62 and you make a 75 on the comprehensive exam, the 0 will become a 75. You will only be allowed to “make-up” one exam during the semester by substituting it with a grade from the comprehensive exam.
If you have not missed an exam, you have the option of taking the comprehensive exam to try to improve your lowest exam score. Your score on this exam will be used to replace your lowest exam score. Your grade on the comprehensive exam will only be used in your grade calculations if the score is higher than one of the other exam grades and you benefit from the grade substitution.

**Grades**

If you are NOT enrolled in Human Biology Lab your final grade will be calculated as shown in the table below:

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Point Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily grades and homework average</td>
<td>100</td>
</tr>
<tr>
<td>Exam 1</td>
<td>100</td>
</tr>
<tr>
<td>Exam 2</td>
<td>100</td>
</tr>
<tr>
<td>Exam 3</td>
<td>100</td>
</tr>
<tr>
<td>Exam 4</td>
<td>100</td>
</tr>
<tr>
<td>Lecture Grade</td>
<td># points earned/500 X 100</td>
</tr>
</tbody>
</table>

If you ARE enrolled in Human Biology Lab your final grade will include both your lecture (75%) and lab (25%) grades. To calculate your final grade, your lecture average (see table) will be multiplied by 75% (Example: final lecture average of 88 = 88 x 0.75 = 66). Since your lab grade is worth 25% of your course grade, your lab average will be multiplied by 25% (Example: final lab average of 92 = 92 x 0.25 = 23.0). Then the two numbers will be added together (Example: 66 + 23 = 89.0). This sum and the following chart will determine your final course grade. The example shows this student earned a B in the course (if the student had no more than one absence in lecture, 1 point would be added to bring the final tally to 90 points and an A in the course!).

**Grading System**

The following grading scale is in use for this course:

- A = 89.5-100 points
- B = 79.5-89.4 points
- C = 69.5-79.4 points
- D = 59.5-69.4 points
- F = 0-59.4 points

Take advantage of every opportunity to improve your grade during the semester because no extra credit work or points will be given to individual students nor will a curve be used to calculate final grades. No exceptions.
Assignment and Activity Descriptions

You have reading assignments for every lecture (see lecture schedule). In addition, you will frequently be assigned homework, either on Blackboard or Top Hat. The objectives of these assignments are to help you learn and better understand the information we are covering in lecture and to help you be better prepared for exams. The following information will be included with each assignment:

- due date and time (the activity is no longer available after the deadline),
- the number of times you can submit a score,
- if a password is needed,
- if LockDown Browser is required, and
- if a webcam and Respondus Monitor is needed.

You are always welcome to complete assignments early. Do NOT wait until the last minute to do an assignment. Not having enough time to complete the assignment or having a computer problem is an excuse for not submitting a score. If you cannot access an assignment or cannot submit a grade on your home computer, go to an ASU computer lab. University computer labs have attendants to help you with computer/software issues.

In-class activities and quizzes will usually be administered via Top Hat. To participate in these opportunities you must be present, be enrolled in Top Hat, and have a charged, working device (i.e. lap top, cell phone, tablet) with you. In-class point activities cannot be made up; you will get a zero if you are not present or able to participate. Two extra credit assignments will be available to mitigate points lost from an excused absence or a poor performance.

During the first week of class, you can select where you wish to sit. Once selected, this is your required seat for the semester. If you discover that you do not like your location, let me know and I will try to find you another seat. A seating chart will be used to supplement Top Hat rolls to help me learn your name. It is imperative you sit in your assigned seat each class period; if you are not in your assigned seat, you may be counted absent. You will also be counted absent if you leave class before the scheduled time.

Roll will be taken each class period. You are expected to attend all scheduled class meetings. You are expected to arrive on time and stay for the entire period. If you arrive to class late (i.e. after roll has been taken) or if your electronic device did not work for Top Hat roll, it is your responsibility to give me a written note at the end of that class period stating that you were present (include your name and the date). I will not accept verbal notification nor will I accept a note anytime other than immediately after class. If you have no more than one absence, I will
add 1 point to your final average.

If your cell phone is visible during an exam, you will receive a zero on the exam. You may use a computer/tablet during lecture presentations; however, it must be used only for Human Biology related activities (i.e. no internet surfing, no emails, no Facebook, no Tweets etc.).

**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 to 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:
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 Statement
Angelo State University is committed to the safety and security of all students. If you or someone you know experience sexual harassment, sexual assault, domestic or dating violence, stalking, or discrimination, you may contact ASU’s Title IX Coordinator:

Michelle Boone
Director of Title IX Compliance
Office of Student Affairs
325-486-6357
michelle.boone@angelo.edu

Lecture Schedule

<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>READING ASSIGNMENT*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aug. 26 to Sept. 24</td>
<td>Introduction to Human Biology</td>
<td>Syllabi and schedules, homework</td>
</tr>
<tr>
<td></td>
<td>Science, Scientific Method, Chemistry of Life, Cells; Organization of the Body, Introduction to Digestion and Nutrition</td>
<td>Chapter 1, Homework</td>
</tr>
<tr>
<td>Sept. 24 (Tuesday)</td>
<td>Exam 1</td>
<td>Chapter 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chapter 3, part of 4</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Chapter 9</td>
</tr>
<tr>
<td>Date/Time</td>
<td>Event</td>
<td>Chapters</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>------------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Sept. 26 to Oct. 22</td>
<td>Exam 1 Review, Digestion and Nutrition continued, Circulation and Vessels</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>Oct. 22 (Tuesday)</td>
<td>Exam 2</td>
<td>Chapters 5, 9</td>
</tr>
<tr>
<td>Oct. 24 to Nov. 19</td>
<td>Exam Review, Blood, Respiration</td>
<td>Chapter 6, 10</td>
</tr>
<tr>
<td>Nov. 19 (Tuesday)</td>
<td>Exam 3</td>
<td>Chapters 6, 10</td>
</tr>
<tr>
<td>Nov. 21-Dec. 5 (no classes Nov. 28, 29)</td>
<td>Urinary System</td>
<td>Chapter 11</td>
</tr>
<tr>
<td>Dec. 5 (Thursday)</td>
<td>Exam 4</td>
<td>Chapter 11</td>
</tr>
<tr>
<td>Grade due Thursday, Dec. 12th, 12:30pm</td>
<td>Online Optional Comprehensive Exam</td>
<td>All chapters listed above</td>
</tr>
</tbody>
</table>


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)
6. [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)