

BIO 1308 – ONLINE LECTURE

Human Biology – Winter 2021



Instructor: Ms. Hannah Jones

Email: hjones13@angelo.edu – email is the BEST way to contact me!

Phone: (325) 486-6696

Office: 029C in CAV

Office Hours: TBD; these will be hours where I am available to help you via blackboard collaborate (like FaceTime/Zoom/etc. but our version). You must schedule it with me prior via email so I can create a blackboard collaborate session.

Course Information

Course Description

An introductory owner's manual to the human body for nonbiology majors. Includes fundamentals of human anatomy and the functions of the major systems of the body, contemporary health issues, human heredity, and human evolution.

Nature of the Course:

Daily the news media report on new discoveries in biology including human genetics and medicine. This course will help you understand these developments and make informed decisions regarding your health. We will do this by studying the biological nature of humanity with an emphasis on human structure and function. The content of Biology 1408 includes generalizations and specifics of human biology. You are expected to understand and remember the facts presented and to demonstrate an ability to work with those facts. This information will be presented through reading your textbook, watching short videos, and other assigned material. Grades are weighted as follows: Quizzes 40%, SmartBook assignments 30%, and Activities 30%.

Required Texts and Materials

1. Mader, S., Windelspecht, M. 2019. Human Biology. 16th Edition. McGraw-Hill: NY. With CONNECT™ Access.
2. You are required to have a Blackboard account and an official ASU email address. I will use these to make announcements, distribute materials (lecture notes, outlines, handouts, and exam checklists) and post grades. You can access blackboard 24/7 at <http://blackboard.angelo.edu>. Please visit the site and check your email often. If you have not used Blackboard before, you may wish to review the tutorial by selecting “the

help” icon or call the ASU Technology Service Center at 942-2911 (MCS-111) for assistance.

3. INTERNET ACCESS IS REQUIRED for this course. Lecture materials will be distributed via the internet on Blackboard. This is an ONLINE course. In addition to many lecture resources, there are many study tips and strategies that you may find useful in your studies. For more information call the Informational technology department at 942-2911.

Communication

Email: Email is the easiest and fastest way to contact me. I will respond ASAP but please put “Human Biology 1408” in the subject line or the body of the email so I know which course you are referring to.

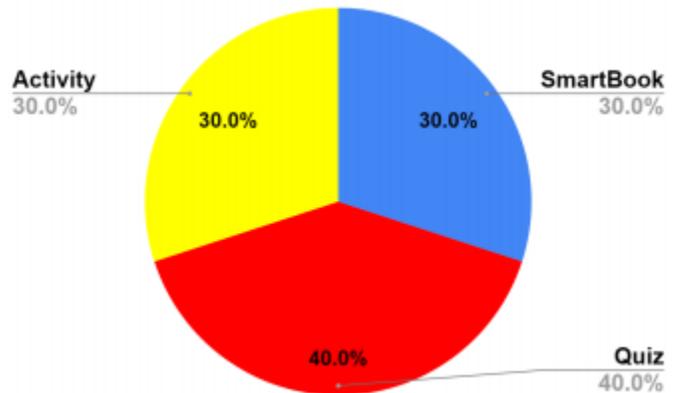
Office hours: If you are needing help and you are available during my online office hours, do not be afraid to email me to set up a Blackboard Collaborate Session. Remember, the listed office hours are when I am guaranteed to be available to you. This schedule is posted in this syllabus and on Blackboard.

Grading

Evaluation and Grading Scheme

Student learning will be assessed by quizzes, SmartBook assignments, and activities. ALL assignments will be due by 11:59pm of the due date.

Assessment	Percentage of Grade
Quizzes	40%
SmartBook Assignments	30%
Activities	30%
TOTAL	100%



Assignment and Activity Descriptions

SmartBook Assignments:

SmartBook assignments cover information from the textbook and are designed so that when completed, will earn a student full credit. SmartBook assignments require access to CONNECT™, the textbook publisher’s online material. SmartBook assignments help prepare students for the vocabulary and main ideas needed to complete Activities and Quizzes. SmartBook assignments are worth 100 points each and overall make up 30% of the course

grade. SmartBook deadlines are posted in the course Calendar, in the syllabus below, and in the instructions in Blackboard. There are NO makeups for missed SmartBook assignments.

Activities:

Various activities make up the remaining 30% of the overall course grade. Activities include Real World scenarios that use the students ability to think like a scientist, labeling exercises to better understand the human body, and activities to provide more in-depth exploration of certain topics. Activities should be completed after SmartBook assignments and before quizzes. Activity deadlines are posted in the course Calendar, in the syllabus below, and in the instructions in Blackboard. There are NO makeups for missed activities.

Quizzes:

Quizzes are taken at the end of each module of course information and after some assignments. Questions cover the SmartBook assignments, videos, and activities. Study guides are provided for each module. Each quiz is worth 100 points and overall, quizzes are 40% of the course grade. Quiz deadlines are posted in the course Calendar, in the syllabus below, and in the instructions in Blackboard. There are NO makeups for missed quizzes. Quiz grades reflect your hard work learning about each topic; you are expected to take quizzes without the aid of notes, the textbook, or the help of another person. Please refer to the section on Academic Integrity below

STUDENT RESPONSIBILITIES:

To achieve course objectives and maximize your learning, it is vital that you are prepared, manage your time efficiently, engage in course material, and spend time on the material every day.

Attendance:

This is an ONLINE course; students are expected to log in to Blackboard at least once per weekday. Your online presence, completion of quizzes, and submission of activities/assignments act as your attendance for this online class.

- WINTER mini-mester classes are fast-paced! Keep track of due dates and deadlines; there are only three weeks. Work ahead when you can.
- Missing deadlines, late submissions, and work not turned in will result in a 0 (zero) for that assignment.
- All graded work should be started well ahead of posted deadlines. Each SmartBook assignment was designed to take an average student 30 minutes to 1 hour to complete. Activities can vary from 30 minutes for the Real World scenarios to 1-2 hours for activities. Keep in mind that any student might need more time on certain unfamiliar topics. Plan ahead so you are prepared and that there is plenty of time to take quizzes well ahead of deadlines.

Class Preparation- Blackboard and ASU email:

Class announcements will be regularly posted on Blackboard and sent to you via ASU email; please check email daily. All course correspondence will be through your ASU email only; see the email policy in Blackboard for more details. ASU provides Internet and email services to you at any of the computer labs on campus. Call 325-942-2911 to set this up if necessary.

Class Preparation- Expectations of the class:

- Ask questions, no matter how naive they seem.
- Ask for help and/or clarification. Don't suffer in silence. I can't help you learn if I don't know you're confused or if my instructions are unclear.
- Use your classmates as study partners! Group learning can be powerful and is often beneficial in a course like biology.
- Work hard, do the work, and be proud of your success at the end of the semester!

Student Learning Outcomes (SLO)

The objective of the study of a natural sciences component of a core curriculum is to focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of 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)

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. (EQS2)

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.

Academic Honesty/Plagiarism/Cheating: No form of academic dishonesty will be tolerated.

Angelo State University expects its students to maintain complete honesty and integrity in their academic pursuits. Students are responsible for understanding and following the ASU policies on academic dishonesty contained in both print and web versions of the Student Handbook. Students in this class are expected to submit work in accordance with the guidelines of academic honesty provided by the handbook and/or their instructor. The penalty for ANY act of academic dishonesty is a grade of ZERO on

the assignment and disciplinary action as warranted by the university guidelines that includes dismissal from ASU.

Angelo State University – Honor Code: ASU expects its students to maintain complete honesty and integrity in all of their academic pursuits. Students are responsible for understanding and following the Academic Honor Code as outlined on the university's web site and in the Student Handbook.

Withdrawal from the Course: Contrary to what many students believe, you are not automatically withdrawn from a course if you cease to attend lectures or labs. If you wish to discontinue participation human physiology you must formally withdraw by, first seeing your lecture instructor and then completing the online Course Drop Form. Dropping the lecture automatically drops the lab, so no separate Course Drop Form is necessary. Failure to do this can result in a grade of F appearing on your academic transcript. Again, dropping the lecture automatically drops the lab. The last day to withdraw from classes or the University for the Winter 2021 semester is January 15th. Please visit with me via email before attempting to drop the course.

Course Schedule – Winter 2021 (Tentative)

This schedule shows deadlines only. ALL assignments are due by 11:59pm. You should begin work on each assignment early enough to complete all requirements by the posted deadlines. ***Schedule is subject to change.

THIS SCHEDULE WILL BE POSTED ON BLACKBOARD FOR EASE OF ACCESS.

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](#)¹
- [Angelo State University Catalog](#)²

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](#).³

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](#).⁴ 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](#)⁵ for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)⁶ 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](#).⁷

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](#)⁸ for more information.

Title IX at Angelo State University

The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU's Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

Michelle Boone, J.D.
Director of Title IX Compliance/Title IX Coordinator
Mayer Administration Building, Room 210
325-942-2022
michelle.boone@angelo.edu

You may also file a report online 24/7 at www.angelo.edu/incident-form.

If you are wishing to speak to someone about an incident in confidence you may contact the University Health Clinic and Counseling Center at 325-942-2173 or the ASU Crisis Helpline at 325-486-6345.

For more information about Title IX in general you may visit www.angelo.edu/title-ix.

¹ <https://www.angelo.edu/student-handbook/>

² <https://www.angelo.edu/catalogs/>

³ <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

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/student-handbook/community-policies/academic-integrity.php>

⁷ 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>