



BIOL 1406 COURSE INFORMATION SHEET

Biology for Science Majors I
Division of Arts & Sciences
South Plains College
Fall 2024

Instructor	Dr. Caleshia S. Calvin	Office Hours	
Section	004	Mon	1:30PM to 3:30PM
Office	Science 130	Wed	1:30PM to 3:30PM
Phone	(806) 716-2117	Thurs	1:30PM to 3:30PM
E-mail	ccalvin@southplainscollege.edu	Fri	8:30AM to 10:30AM

Lecture: T/R at 1:00 to 2:15PM, Science 83
Lab: T at 2:30 to 5:00PM, Science 197

Course Description: This course focuses on fundamental principles of living organisms including the chemistry of life, cell and molecular biology, genetics, and evolution. This is the first semester of an integrated course for majors in biological sciences and related studies, including the medical disciplines.

Course Materials:

Text: *Campbell Biology*, 12th Edition by Urry et al
Lab Manual: *Biology for Science Majors I&II Lab Manual*, 4th Edition, South Plains College Biology Department (SPC Bookstore)

Online Course Content:

- Blackboard Ultra is the primary source for students to access course information.
 - This information includes PowerPoint slides, handouts, and study supplements. Any announcements will also be posted on Blackboard Ultra. It is imperative that you use these resources to be successful in this course. You can navigate to Blackboard Ultra via mySPC, the SPC homepage, or at <https://southplainscollege.blackboard.com/>. Use your SPC username and password to log in.
- **Students should access Blackboard Ultra daily!**

Attendance Policy:

- This is a rigorous course that covers a vast amount of information in significant detail daily. It is imperative that you make every effort to attend all classes. Lecture begins promptly at 1:00PM and will continue through to 2:15PM on Tuesdays and Thursdays. On Tuesdays, we will move to lab immediately following lecture, and **remain** there until 5:00PM. You are expected to attend lecture and lab classes in full. Should you miss a meeting – either lecture or lab (they're separate and are counted separately), your absence will be noted and any work collected that day will be given a grade of zero (0). Should you leave class early, you will earn an absence for the entire day, and a zero (0) will be given for any work submitted.
- I maintain an "open door" policy – if you are running late, still come to class! Open the door and come in.
- Quizzes will be given at the beginning of a class period. Students who are late may **not** take the quiz and will be given a grade of zero (0).
- Students are expected to be attentive during lectures and working during lab sessions. Students studying for other classes, sleeping during class or leaving class early will be considered absent for the entire class period. See technology misuse policy on page three for information on use of electronics during these periods.
- Any student absent for more than **4 class days** or absent every class period for two weeks may be administratively withdrawn from the class by the instructor with a grade of X or F. See the SPC General Catalog or Student Handbook for complete policy on class attendance.

- Excessive, continued absences and/or tardiness are not tolerated. Students are responsible for all material covered during any absence. Lecture slides are available on Blackboard Ultra – use these to obtain material missed due to an absence.
- Absences for illness, death of an immediate family member, or participation in SPC events are excused. Please visit with me PRIOR to missing class to determine eligibility of excuse. If you will be missing class due to illness, email me prior to the beginning of the class you are missing.

Make every effort to attend every class meeting. You are paying for your time in class. Be responsible for the money being spent and for the time you are committing to your education. Absences are cumulative from both lecture and lab – after four absences, you are removed from class.

Hazardous Weather Policy:

- South Plains College rarely cancels classes due to weather. Students should plan accordingly to be able to attend all classes and arrive at SPC Levelland safely.
- Announcements concerning cancellations and/or delays are made on local television, radio and on MySPC. Emergency notifications are also made by the college via email, text, and phone call. I will post any delays or cancellations on Blackboard Ultra.

Course Grade:

- The grade for this course is based on four (4) major exams given at regular intervals during the semester, the averages of quizzes taken during the semester, and lab participation.
 - Exams – 65% of total grade
 - Quizzes – 25% of total grade
 - Homework – 10% of total grade
- **There are NO curves or extra credit in this course!**

Letter Grade	Course Grade
A	90 – 100 %
B	80 – 89 %
C	70 – 79 %
D	60 – 69 %
F	0 – 59 %

Examination Policy:

- **Four** exams will be given during the semester. These exams will be announced in advance and will be divided between lab and lecture material. Each exam is worth 100 points using the formula (points earned/total points possible) *100.
- The exam format will include multiple-choice, short answer, fill in the blank questions; diagrams to draw, and true or false questions.
- The last exam will be given during final exams week and will include **both** new material and comprehensive material. This exam will be given on **THURSDAY, December 12, 2024, 10:15AM to 12:15PM.**
- If you know you will be absent on an exam date and you let me know, under certain circumstances, there may be an opportunity to take the exam at an alternate time. If you do not make proper arrangements, the exam will receive a grade of zero (0). **DO NOT MISS EXAMS!!!**

Quizzes:

- Quizzes will be given throughout the semester in lecture or lab (paper or clicker system), as deemed necessary by the instructor.
- Students who are late to the class meeting do not get the opportunity to take the quiz. Students who leave class immediately following a quiz will receive a zero (0) for that quiz. **DO NOT** show up to class to take a quiz and then leave!
- **Quizzes CANNOT be made up if missed for any reason.** Missed quizzes receive a grade of zero (0).

- Quizzes are averaged together as 100 points toward the course grade. For students with **2 or fewer absences or tardies**, the lowest two (2) quiz grades will be dropped before the final quiz average is calculated at the end of the semester.

There will be many quizzes this semester – these keep you working in the material, help identify what you don't understand, and supplement your exam scores. Students who do well on quizzes do well on exams.

Lab:

- Pre-lab and/or post-lab activities may be assigned on Blackboard Ultra and will also be announced in class. These assignments will prepare you for the week's lab activity and summarize activities completed in lab. Pre-lab activities are due during the in class prior to the beginning of that lab activity. Post-labs are due the following class period.

Dropping:

- An official drop initiated by the student before the Last Day to Drop (**December 2, 2024**) will result in a W on your transcript. Any drop initiated by the instructor for excessive absences will result in either an X or F grade on the transcript. See the school policy on drops and the limit placed on "unexcused" drops which is available in the [General Catalog on the school website](#).

Student Conduct:

- Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.
 - A high standard of conduct is expected of all students. It is assumed that obedience to the law, respect for property, authority, personal honor, integrity, and common sense will guide the actions of each member of this class. Any student who fails to perform to the expected standards will be asked to withdraw from the course, or will be administratively dropped from the course by the instructor.
 - Students should respect the academic situation and be considerate of others in the classroom. Late arrivals should seat themselves quietly and without disruption to the lecture. During lecture, students should refrain from talking, eating or any other behavior that will disturb others. Students should be alert, taking notes and paying attention during lecture, films and discussions. Cell phone use is prohibited – see penalty policy below.

Technology Misuse Policy:

- With advances in technology, students are presented with a myriad of opportunities and tools at their fingertips to help reinforce concepts covered in class and lab. Nevertheless, at times these technological advances also afford students many distractions from the task at hand. In my class, I encourage you to use technology in an educational and appropriate manner. Should you fail to control your electronics use, you will be dismissed from the course for the day. My parameters on use are as follows:
 - All electronic devices should be **SILENCED** inside the classrooms (both lecture and lab). If possible, set your device to "Do Not Disturb" mode in class.
 - Devices that may be out during lectures include laptops, tablets, and in certain instances, cell phones.
 - If your device is out during class, be aware that I will be watching you for your attention. Failure to engage in the material being presented will result in your dismissal based on *presumed* distraction.
- Penalty Information
 - The first time a phone rings or a student is observed misusing a device (i.e. texting, web browsing, Snapchatting, etc.) during lecture or lab, the student will receive a warning.

- Each subsequent time this occurs, the student will be required to leave the class (and forfeit any grade for that day) PLUS receive a penalty of 10 points being deducted from their next exam.
- If there are continued issues with a student's misuse of technology in the classroom, that student will be dismissed from the course.

Academic Integrity:

“It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

- 1. Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in an office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length, as well as to final examinations, to daily reports and to term papers.
- 2. Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from the themes, reports or other writings of a fellow student, is guilty of plagiarism.”

– *South Plains College General Catalog*

Cheating Policy:

- No electronic devices, tablets, computers, cell phones, etc. will be allowed out during any testing session. No notes may be used during an exam or quiz.
- Students will be asked to remove hats and caps during exams and may be assigned seating during an exam.
- Anyone caught cheating on an exam will be dropped immediately from the course with an F.
- Anyone caught cheating on a quiz will receive a permanent 0 for that grade that may not be dropped or replaced.

Grievance procedure: If a student is having a problem with the course policies or the instructor, he or she should *first* try and resolve any such problems with the instructor. If the problem is not resolved, the student may proceed to the Biology Department Chair, who can advise the student on how to resolve the problem or direct them to the appropriate office.

Lab Safety:

- Each student will be informed/trained on the “Chemical Hygiene Plan (CHP) for Laboratories at South Plains College” documentation and training during the first week of the semester. Each student will be required to acknowledge receipt of this information and be required to follow all procedures outlined by the instructor and/or staff of South Plains College. Students not complying with any regulation may be dropped from the course.
- All material presented by the instructor in the course is copyright protected. The material presented by the instructor may not be modified or altered in any way. You have permission to print out one copy of any material presented by the instructor in this course (ex. course information sheet, contact information, and learning module checklists). The one copy must only be used for your personal educational use during this semester. The material may not be altered or modified in any way. The material may not be distributed in any way. You have permission to download the same material to your computer hard drive

or other medium in order to print out the material needed. Any material downloaded may not be altered or modified in any way. The downloaded material may not be distributed in any way. If any course material is found on other websites, this becomes an act of academic misconduct and will be dealt with appropriately following the guidelines of the college concerning academic integrity.

Syllabi Statements:

- Students can find the Intellectual Exchange Statement, Disabilities Statement, Non-Discrimination Statement, Title IX Pregnancy Accommodations Statement, CARE (Campus Assessment, Response, and Evaluation) Team, Campus Concealed Carry Statement, COVID-19 statements here: <https://www.southplainscollege.edu/syllabusstatements/>.