Course overview:

Biology 103 is part of the introductory Biology series for non-majors. Topics covered in this term include plant anatomy and physiology, and animal systems, with a focus on human systems. All students are required to sign up for a lab section.

Grading:

Lab and lecture grades are combined for an overall course grade. Attendance in lab is mandatory; three unexcused absences from lab will result in a failing grade in the course regardless of performance on the exams. End of term grades are calculated as follows:

- Daily work: 5%  
  A = 90-100%  
  B = 80-89%  
  C = 70-79%  
  D = 60-69%  
  F = 59% and below

Daily work:

From time to time students will be asked to turn in a small written assignment, such as a 1-minute essay or a pop quiz. These are not scored for content, but count as participation points. These small assignments are used and an ongoing assessment of student knowledge and may be scored in class to help students recognize whether or not they have learned important concepts. These cannot be made up. You must be present in class to earn these points. Daily work will be calculated as a percentage of activities which each student completes and hands in.

Exam policy:

Midterms and the final exam will be administered on the days stated in this syllabus. You will need to bring a Scan-tron form and a pencil for the multiple-choice sections of these exams. If you know you cannot attend on mid-term days due to an unavoidable event, you must contact me ahead of time and arrange to take the exam before the next class session. If you have a sudden emergency that prevents you from getting to school on time for the exam, you must contact me as soon as possible by email or voice mail and arrange to take the exam before the next class day. Graded exams will be returned the next class session. After exams have been returned, there can be no make-ups.

Required reading:

Before each class session, all students need to download the class notes for that chapters to be covered from the class website, read them, and complete the reading notes based on the text (Audesirk, Audesirk, and Byers, Biology: Life on Earth, 7th edition). Lecture time will be spend elaborating on the notes and carrying out learning activities. Because this is a college course, students are expected to be self-directed learners and to study efficiently on their own. The reading notes are designed to help you develop study habits that will help you in all of your classes. The notes are in PDF format and include live links to useful websites.

Lab:

All students must be enrolled in a lab section, and attend regularly. Your lab instructor will have specific information on how your lab performance is graded. Lectures are scheduled so that you will learn information in lecture that will be later applied in lab.
Disability Statement:

Students who may need accommodations due to documented disabilities, who have medical information which the instructor should know about, or who need special arrangements in an emergency, should speak with the instructor during the first week of class. If you have not accessed services and think you may need them, please contact the Office of Disability Services at 838-8250, or email ods@wou.edu

Cheating policy:

During a quiz or exam, any written, digital, or spoken interaction with others students will be regarded as cheating. The use of crib notes (pre-prepared notes), text-messaging during a quiz, use of electronic devices that have not been pre-approved, looking at other students' test papers, and similar behavior will be regarded as cheating, and will result in a 0 on the assignment. Plagiarism (turning in someone else's work as your own), is also considered cheating. Repeated cheating may result in disciplinary action in accordance with WOU policies.

Schedule (see class notes for specifics)

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<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Lab</th>
<th>Reading</th>
<th>Events</th>
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</thead>
<tbody>
<tr>
<td>Apr 2</td>
<td>Plant Tissues</td>
<td>Plant Form</td>
<td>Ch 24.1-24.5</td>
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<tr>
<td>Apr 9</td>
<td>Plant Reproduction</td>
<td>Plant Reproduction</td>
<td>Ch 25</td>
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<td>Apr 16</td>
<td>Plant Responses</td>
<td>Plant Growth</td>
<td>Ch 26</td>
<td>Guest instructor Tuesday</td>
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<td>Apr 23</td>
<td>Plant Transport systems</td>
<td>Plant Function</td>
<td>Ch 24.6-24.8</td>
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<td>Apr 30</td>
<td>Homeostasis; Nervous System</td>
<td>Reflexes &amp; the Brain</td>
<td>Ch 27, 34.1-34.5 Exam 1, Thurs</td>
<td></td>
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<tr>
<td>May 7</td>
<td>Endocrine system</td>
<td>Urinary system</td>
<td>Ch. 33, 31</td>
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<td>May 14</td>
<td>Musculo-skeletal system</td>
<td>Muscles &amp; Bones</td>
<td>Ch 35</td>
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<td>May 21</td>
<td>Circulatory system</td>
<td>Circulatory system</td>
<td>Ch 28</td>
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<td>May 28</td>
<td>Respiration, Digestion</td>
<td>NO LAB</td>
<td>Ch 29. 30</td>
<td>Exam 2, Thurs</td>
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<td>June 4</td>
<td>Immune, review</td>
<td>NO LAB</td>
<td>Ch 32</td>
<td></td>
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Final Exam: Wednesday, June 13, 2:00-4:00. Location will be announced later.

Calculating your final grade:

Use the following form to calculate your end of term grade:

- Daily work: \[\text{points} \times 0.05 = \text{points} \times \text{% of work turned in}\]
- Exam 1: \[\text{points} \times 0.20 = \text{points}\]
- Exam 2: \[\text{points} \times 0.20 = \text{points}\]
- Lab grade \[\text{points} \times 0.30 = \text{points} \times \text{% earned in lab}\]
- Final exam \[\text{points} \times 0.25 = \text{points}\]

Total: \[\frac{\text{points}}{100}\]

Also see http://oncampus.richmond.edu/adademics/education/projects/webunits/math/gpred.html for information on calculating and predicting your grade.