

COURSE SYLLABUS—Spring 2018
BIO 1413.03; General Zoology--4 credit hours
LDB 213, MWF 8:00 – 8:50 a.m.

Important Note: This syllabus is subject to change at the discretion of the instructor

Instructor: Dr. Tamara J. Cook

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Office Hours: MWF 9:00 - 10:50 a.m.; or by appointment

Course Description: Biology 1413 is an introductory biology course for biology majors, pre-health professionals, or those needing an in-depth biology course. General principles of zoology are presented in an evolutionary context. Emphasis is placed on the anatomy, behavior and ecology of all major groups of animals. This course begins with an introduction to evolution and evolutionary processes that account for the diversity of animal life.

Course Objectives: Upon successful completion of the course you will

- have acquired a basic working vocabulary of zoology;
- understand what science is and how it works;
- understand evolution and evolutionary processes, and how evolution has led to the diversity of animal life today;
- understand the characters and systematic arrangement of the major animal taxa and how we reconstruct the relationships between animal groups;

Required text: *Integrated Principles of Zoology 17th edition*, by Hickman et al.

ATTENDANCE AND PERFORMANCE: In accordance with University policy, I expect regular and **punctual** attendance of each of you. While attendance will be taken, no points will be awarded or subtracted based on your attendance. Some of the lecture material might not be found in the textbook. The textbook, however, will help you with spelling, visualization, clarification, and review of what we do in lecture. In other words, the textbook can help you prepare for and understand topics covered in lecture, **but the lecture information is crucial for complete test preparation.** Please remember that **YOU PAID FOR THIS COURSE.** You have hired me to teach you what I know and think is important about zoology. Whether you make full use of me is entirely up to you. If you wish to use your investment wisely you should attend all of the lectures, read your textbook and if confused come talk to me early in the semester.

GRADING: Your grade for BIOL 1413 will be calculated using the following formula (explanation of points can be found on the next page):

$$\left(\frac{\text{\# pts earned in lecture}}{500} \right) \times 0.75 + \left(\frac{\text{\# pts earned in lab}}{840} \right) \times 0.25 = \text{your grade}$$

Should an error be made in scoring exams or quizzes, I must be informed within a week of the time exam grades are posted. Corrections will not be considered after that period.

THERE WILL BE NO EXTRA CREDIT, NO REVIEW SESSIONS,
AND NO REVIEW SHEETS

EXPLANATION OF COURSE EVALUATION

Exams: There will be three exams during the semester and a comprehensive exam during the scheduled final exam period for a total of four exams. All exams will consist of 50 multiple-choice questions and will be given during the designated lecture time-slot (see accompanying schedule). Each exam (including the comprehensive final) will be worth 100 points. I will drop your lowest exam score.

Quizzes: There will be 12 unannounced quizzes (i.e. pop quizzes) each worth 10 points. Quizzes will consist of five multiple-choice questions. I will drop your two lowest quiz scores. Because the quizzes are unannounced, it will be to your advantage to keep up with your biology studies. To encourage you to be on time, quizzes will be given at the beginning of class and will last exactly six minutes. If you are late to class you will not be given extra time. If you are more than six minutes late to class you get a zero for that quiz—**NO EXCEPTIONS**.

Assignments: There will be two assignments, each worth 50 points, spaced fairly evenly throughout the semester. Assignments, **with detailed instructions**, will be posted on Blackboard and I will announce in class when an assignment has been posted. You will be given a minimum of two weeks to complete each assignment. These assignments are designed to help you acquire a skill set that will serve you well as you progress through your academic career. By completing these assignments, you will:

1. gain knowledge of the types of scientific literature,
2. develop skills in finding primary literature in the biological sciences,
3. learn how to use and correctly cite primary scientific literature, and
4. learn how to follow a set of instructions for preparing a scientific manuscript.

Because a major goal of these assignments is for you to carefully follow a set of instructions, I will not be discussing them in class. However, you are welcome, and encouraged, to ask questions (either in class or during office hours).

Lecture Make-Up Policy: Because you are able to drop your lowest exam grade and 2 lowest quiz grades, there will be absolutely NO make-up examinations or quizzes during the semester. If you miss a regularly scheduled lecture exam, FOR ANY REASON, you will be required to take the comprehensive final. If you know in advance that you will miss an exam because of a religious event or because you are conducting official Sam Houston State University business, you may arrange to pre-take the test if you supply written verification for the reason you will miss the exam.

LECTURE EVALUATION SUMMARY

3 lecture exams @ 100points each	=	300 points
10 quizzes @ 10 points each	=	100 points
2 assignments @ 50 points each	=	100 points
TOTAL POINTS	=	500 points

BIOL 1413 Lab: Please refer to the lab syllabus provided to you in your lab section's Black Board for specific policies and procedures regarding lab. Remember that the lab grade you earn will constitute 25% of your BIOL 1413 General Zoology course grade. In other words, the lab grade you earn will be one fourth of your course grade; and without your lab grade, the best you can hope to earn in the course is a 75%, which is a "C". Thus, it is important for you to attend lab every week and do your very best. The laboratory portion of this course is designed to complement the lecture and will actually help you prepare for many of your lecture tests and assignments.

EXAM AND QUIZ RULES

- Don't forget to write your name on your quiz scantron—every semester, at least one person gets a zero for a quiz because they forgot!
- Once the exam has been handed out, **NO ONE** is allowed to leave room for any reason.
- Once the first person has completed and turned in their exam, **NO ONE** is allowed to start the exam; i.e. if you are late for class on exam day, you run the risk of not being allowed to take the exam and you will receive a zero for that exam.
- The only thing allowed on the table is your exam, scantron, and pencil.
- Hats must be removed and put away during quizzes and exams.
- During quizzes and exams, cell phones and any other equipment capable of receiving, recording and/or transmitting information, must be put away in a book bag or purse. In short, it must not be readily accessible or accessed during an exam or quiz. ***The use of such devices during an exam or quiz will result in a zero for that exam or quiz and possibly an F for the course.***

COURSE POLICIES

Classroom Rules of Conduct: Students are expected to assist in maintaining a classroom environment that is conducive to learning. Students are to treat faculty and students with respect. Students are to turn off all cell phones while in the classroom. Under no circumstances are cell phones or any electronic devices to be used or seen during times of examination. Students may tape record lectures and/or take notes using a laptop computer ***provided they do not disturb other students in the process.***

Academic Dishonesty: All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. During quizzes, cell phones and any other equipment capable of receiving, recording and/or transmitting information, must be put away in a book bag or purse. In short, it must not be readily accessible or accessed during a quiz. ***If I even SEE such devices during a quiz, I will take this as defacto evidence of cheating and you will receive a zero for that quiz and may fail the course.*** Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused in any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work that is to be submitted, plagiarism, collusion and the abuse of resource materials. ***I TAKE CHEATING VERY SERIOUSLY AND ANYONE CAUGHT CHEATING WILL AUTOMATICALLY FAIL THIS COURSE***

Students with Disabilities: It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic program. Disabled students may request assistance with academically related problems stemming from individual disabilities by contacting the Director of the Counseling Center in the Lee Drain Annex or by calling (936)294-1720.

Visitors in the Classroom: Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

Religious Holy Days: Students absent from class for the observance of a religious holy day will be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. Students are excused to travel for observance of a religious holy day. A student who wishes to be excused for a religious holy day must present the instructor with a written statement describing the holy day(s) and the travel involved. The instructor will provide the student with a written description of the deadline for the completion of the missed exams or assignments.

Special Circumstances: If unusual circumstances arise during the semester, such as a medical problem, death in the family, etc..., which adversely affects your attendance and performance, PLEASE discuss this with me immediately or as soon after the circumstance as is possible and provide documentation of said circumstance. Under these conditions, I will gladly do my best to accommodate your situation. However, if you wait until the end of the semester to let me know you were experiencing these adverse circumstances, there is nothing that can be done about it. ***I will not retroactively make accommodations and do not give extra credit assignments to make up for grade deficiencies.***

BIOLOGY 1413—SPRING 2018
TENTATIVE LECTURE SCHEDULE

Important Note: This schedule is subject to change at the discretion of the instructor

Date		Lecture Topic	Chapter
Jan	17	Course Introduction	
	19	Exploring the Nature of Life	1
	22-Feb 1	Evolutionary Theory	1 & 6
		<i>Changes in populations</i>	
		<i>Natural Selection & Genetic Drift</i>	
Feb		<i>Reproductive Isolation & Speciation</i>	
		<i>Adaptive Radiation & the Pace of Change</i>	
	5-9	Classification & Phylogeny	10
	12	<i>No Class—I will be away at a conference</i>	
	14-16	Introduction to Animals	8-9
	19	EXAM 1	
	21-23	Porifera	12
	26-28	Cnidaria	13
	Mar 2-5	Platyhelminthes	14
	7-9	Mollusca	16
Mar	12-16	<i>Spring Break—No Class</i>	
	19	Finish Mollusca; Start Annelida	17
	21-26	Annelida	17
	28	EXAM 2	
	30	<i>Good Friday Holiday—no class</i>	
	Apr 2-4	Smaller Ecdysozoans	18
		<i>Nematoda</i>	
Apr		<i>Onychophora</i>	
		<i>Tardigrada</i>	
	6-16	Arthropoda	
		<i>Trilobita, Chelicerata, Myriapoda</i>	19
		<i>Crustacea</i>	20
		<i>Hexapoda</i>	21
	18	Echinodermata	22
	20	<i>No Class—I will be at a conference</i>	
	23	Finish Echinodermata	
	25-30	Chordata	
		Phylum introduction	23
		<i>Urochordata & Cephalochordata</i>	23
		Fish, Amphibians, & Reptiles	24-26
		Birds & Mammals	27-28
May	2	EXAM 3	
	4	Return Exam 3 and Final Exam Review	
	7	FINAL EXAM 8:00 -10:00 a.m.	