

Biology for Science Majors II, BIOL 1202, Fall 2007
Louisiana State University – Department of Biological Sciences
Section 1: Mon./Wed./Fri., 10:40 - 11:30 a.m., Room 103 Williams

Syllabus & Course Schedule - Please Read

Instructor: Dr. Kyle Harms **E-mail:** kharms@lsu.edu **Telephone:** 225-578-7566
Office: A312 Life Sciences Annex; 3rd floor of the Life Sci. Annex, close to Highland Rd.
Dr. Harms' office hours: Mon. & Wed., 11:30 a.m. - 12:30 p.m., or by appointment

Introductory Biology Program Office: 102 Life Sciences Building (Tel: 225-578-8239). Dr. Harms' mailbox is in this office, where you may leave paper messages for him. You may also phone this office to leave phone messages, if you cannot otherwise reach Dr. Harms.

BIOL 1202 course content and required textbook: We will survey the diversity of life on Earth, explore the anatomy and physiology of plants and animals, and discuss evolution and ecology. The required textbook is: *Biology, 7th edition*, by Neil A. Campbell & Jane B. Reece. We will follow the tentative schedule found at the end of the syllabus.

Attendance at all lectures is required: Students who regularly miss class do not perform well in this course. Although the topics of our lectures will correspond to selected material from the textbook, the lecture will highlight the important concepts on which you will be tested. Material discussed in lecture will be emphasized on exams.

Lecture outlines: Lecture outlines can be obtained from the following website:
<http://www.biology.lsu.edu/webfac/kharms/BIOL1202Fall2007.htm>

The lecture outline for a given lecture will be available at least one week before the lecture is given in class. You should read the relevant lecture outline before class, in parallel with the relevant sections of the textbook. Bring the lecture outline to class. During the lecture, listen carefully to the presentation and make additional notes. Please note that reading the textbook and the outlines are not substitutes for attending lectures.

In-class behavior: Since all students are entitled to an environment in class that is conducive to learning, you are expected to keep disruptions to a minimum. You should be in class and prepared to begin on time. If you must arrive late, be as quiet as possible. Do not disturb other students during class and turn off all devices that generate sound before entering the classroom, including beepers, watch alarms, and cell phones. Disruption of class, whether by latecomers, noisy devices, or inconsiderate behavior (*e.g.*, unnecessary talking), will not be tolerated. First-time violations may result in your being excused from class for the day. Repeated violations may result in more severe penalties, including being withdrawn from the class. In summary, all students are expected to abide by the *LSU Code of Student Conduct* (a link to LSU's webpage containing this document is provided on the course website); conduct violations will be reported to the Office of the Dean of Students.

Exams: The first four exams will cover only the chapters listed in the schedule for the period since the previous exam. The fifth exam (*i.e.*, the final exam) will be partially comprehensive. Exam questions will not be word-for-word from the textbook nor from the lectures, so be sure you understand the concepts presented in the lectures. Each of the first four exams will consist of 40 questions (multiple choice, matching, true/false, diagram and figure interpretation, *etc.*), whereas the final exam will consist of 65 questions (including 25 comprehensive questions).

All exams (a.k.a. “assessments”) will be closed book and will be conducted using computer-based testing in the **Center for Assessment and Evaluation (Room 102 Himes Hall or Upper Floor Pentagon Cafeteria Building)**, according to the schedule listed at the end of the syllabus. You will not be permitted to use a calculator on the exams.

Scheduling of your computer-based exams is done via the internet. Go to the Center for Assessment and Evaluation (CAE) page, using the following URL, which works best in Internet Explorer: <http://www.cae.lsu.edu/default.asp>. At the CAE page, log in using your PAWS ID as your login ID, and your LSU ID number as your password. Once you've logged in to the scheduler you can choose your function using the buttons on the left side of the screen. You can schedule an exam by clicking on the appropriate button. Choose your course from the pull-down menu. Select the time and date for the event you're scheduling. Once you have scheduled your exam you will receive an e-mail confirmation from CAE. Treat this as your receipt, and I may ask to see this e-mail notice if the time of your scheduled exam becomes in dispute. If you do not receive the e-mail confirmation, you have not scheduled your exam.

Note that as of the first day of class, exam scheduling is not yet enabled, as the class rosters are not yet finalized. I will let you know in class when you can begin scheduling your exams.

It is your responsibility to schedule each of your exams. I strongly encourage you to schedule all of your exams as soon as possible. If you miss an exam because you did not schedule it, your grade will be 0% for that exam.

I advise you to schedule your exams for times early in the exam windows. This will allow you time to reschedule your exam in case of an emergency. Be aware that ~80% of students schedule their exam on the final day of the exam window.

Please read the *LSU Computer-based Testing Labs - Student Rules and Regulations*, found at the URL: http://www.biology.lsu.edu/introbio/tutorial/CBT/Lab_Rules.htm.

I can review your exam with you; however, you must schedule an appointment to do this.

Make-up exams: You can only take a make-up exam if you have a valid, university-approved reason for the absence, accompanied by documentation that confirms the reason for the absence. Acceptable reasons include the following: illness, serious family emergency, special curricular requirements such as judging trips or field trips, court-imposed legal obligations such as subpoenas or jury duty, military obligations, serious weather conditions, religious holidays and participation in varsity athletic competitions or university musical events (for additional information and clarification, see LSU's Policy Statement 22: *Student Absence from Class*; a link to a pdf file containing this policy statement is provided on the course website). Being late for a scheduled exam is not an acceptable excuse.

In the case of a missed exam, make-ups are allowed only with proper documentation that will be verified by the Department of Biological Sciences. **To take a make-up exam, you must obtain permission before the examination for a predictable absence.** Students missing an examination without supporting documentation will receive a grade of 0%. **In the case of an unexpected absence from an exam (e.g., in case of an emergency), you must contact Dr. Harms (by phone [you may leave a message on my office answering machine], e-mail, or in person) within 48 hours of missing the exam.** Requests for a make-up exam will not be considered once 48 hours have passed after the 3-day, scheduled exam window has ended.

There will be only one make-up exam time for each of the four exams. Once I have seen your documentation and approved you for the makeup, you will be informed of the date, time and location by e-mail.

Grades: All five exams will count toward your grade. The breakdown of percentages for each grade is given below. I reserve the right to change this scale, but I do not anticipate the need to adjust or "curve" the grading scale for any exams. My philosophy behind this is similar to that used in the exam for a driver's license (and most other "real-world exams"), *i.e.*, there is a certain minimum amount that you need to know to achieve a given grade in the course.

Grade	% Range
A	90-100
B	80-89.99
C	70-79.99
D	60-69.99
F	< 60

Exam grades will be posted through Semester Book, which you can access through PAWS.

E-mail: The quickest way to contact me and get answers to relatively straightforward questions is by e-mail (kharms@lsu.edu). I will sometimes use e-mail to send important information to every student in the class, but I only have your PAWS e-mail addresses. If you regularly use a different e-mail address, you should login to PAWS, click on "Personal Preferences" and then on "LSU Email", enter your preferred e-mail address in the box labeled "PAWS forwarding address" and then click "Change". All e-mail sent to your PAWS e-mail will then be automatically forwarded to your regular e-mail address.

Drop deadlines: Through Sept. 4, 2007 this course may be dropped without receiving a "W". After Sept. 4 and through Nov. 9, 2007 this course may be dropped, but a grade of "W" will appear on your transcript. After Nov. 9, 2007 no classes may be dropped. See the *LSU General Catalog* for the university withdrawal policies; limits have been imposed on the numbers of drops you are allowed each year and on the total number of withdrawals you are allowed as a student at LSU.

Students with disabilities: If you have a disability that may have some impact on your work in this class and for which you may require accommodations, please see me as soon as possible at the very beginning of the semester, so that we can make the appropriate arrangements. You should bring a letter from the Office of Disability Services; for further information see LSU's Policy Statement 26: *Policy for Persons with Disabilities* (a link to a pdf file containing this policy statement is provided on the course website).

Suggested strategy for success: Here are some recommendations that should help you to succeed in this course.

- 1. Attend all lectures and make good, complete lecture notes.** A lecture outline will be available for you to download from the course website prior to each lecture. You should use the extra space on the lecture outline to make your own detailed notes, sketch diagrams, *etc.* To get the most out of a lecture, you should concentrate on the presentation as much as possible. I have tried to provide the key text from the lecture slides on the lecture outlines, so that you can add notes that help you understand the concepts and details. Note taking is a skill that takes time to develop. Most people devise their own special abbreviations for common words or phrases, so that they spend less time writing and more time listening to the instructor and looking at the visual aids provided. You should not hesitate to raise your hand in lectures if you have a question about anything that is not clear.
- 2. Review your notes and textbook regularly.** As a general rule, you should spend at least two hours studying for each hour that you spend in lecture. I suggest that you review your notes each day, while the lecture is still fresh in your memory. With the help of your textbook and other resources (*e.g.* the textbook website and CD), edit your lecture notes, correcting any errors and adding anything that you missed. The questions and summaries at the end of each textbook chapter will help you to test and consolidate your knowledge. Make sure that you understand concepts, rather than simply trying to memorize definitions and terms. It is far more effective to review manageable portions of the material on several occasions than to review all the material at once just before an exam.
- 3. Study effectively.** Everyone has his/her preferred study methods. Even so, I have found that I learn material much better if I am teaching it than if I am simply reading it or listening to it in lecture. Therefore, my suggestion is to team up with a partner (or partners) from class and make sure that you can explain key terms and concepts to that person (or those persons), especially when they ask you about particular topics as if it were an exam. In addition, get in the habit of using the chapter outlines/notes that I provide as a study guide for each chapter.

If you need help: If you are concerned about your performance, please contact me immediately – don't wait until just before an exam. If you cannot see me during regular office hours, please telephone or e-mail me and make an appointment for a mutually convenient time.

You may find the LSU Center for Academic Success useful. They offer free tutoring services and assessments of study habits to all students. A link to their website is provided on the course website.

Tutoring is also available for students with specific needs through Student Support Services. A link to their website is provided on the course website.

I want you all to do as well as you can in this course and I am prepared to provide advice and help to students who are willing to make a genuine effort to succeed.

BIOL 1202, Section 1 – Fall 2007 – Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
27 Aug. A Darwinian View of Life (Chapt. 22)	28 Aug.	29 Aug. Evolution of Populations (Chapt. 23)	30 Aug.	31 Aug. Speciation (Chapt. 24)
3 Sept. NO CLASS <i>Labor Day Holiday</i>	4 Sept. Final drop date w/o "W"	5 Sept. NO CLASS	6 Sept.	7 Sept. NO CLASS
10 Sept. Phylogeny & Systematics (Chapt. 25)	11 Sept.	12 Sept. Prokaryotes (Chapt. 27)	13 Sept.	14 Sept.
17 Sept. NO CLASS Exam 1*	18 Sept. Exam 1*	19 Sept. Protists (Chapt. 28) Exam 1*	20 Sept.	21 Sept. Fungi (Chapt. 31)
24 Sept.	25 Sept.	26 Sept. Plant Diversity I (Chapt. 29)	27 Sept.	28 Sept. Plant Div. II (Chapt. 30)
1 Oct. Plant Form & Function (Chapt. 35)	2 Oct.	3 Oct.	4 Oct.	5 Oct. NO CLASS
8 Oct. NO CLASS Exam 2*	9 Oct. Exam 2*	10 Oct. Transport in Plants (Chapt. 36) Exam 2*	11 Oct. <i>Fall Break</i>	12 Oct. NO CLASS <i>Fall Break</i>
15 Oct. Angiosperm Reproduction (Chapt. 38)	16 Oct.	17 Oct. Invertebrates (Chapt. 33)	18 Oct.	19 Oct.

Monday	Tuesday	Wednesday	Thursday	Friday
22 Oct. Vertebrates (Chapt. 34)	23 Oct.	24 Oct. Nutrition (Chapt. 41)	25 Oct.	26 Oct.
29 Oct. NO CLASS Exam 3*	30 Oct. Exam 3*	31 Oct. Circulation and Respiration (Chapt. 42) Exam 3*	1 Nov.	2 Nov. Immune System (Chapt. 43)
5 Nov.	6 Nov.	7 Nov. Excretion & Hormones (Ch. 44 & 45)	8 Nov.	9 Nov. Final drop date
12 Nov. Reprod. & Dev. (Chapts. 46 & 47)	13 Nov.	14 Nov. Behavioral Ecology (Chapt. 51)	15 Nov.	16 Nov.
19 Nov. NO CLASS Exam 4*	20 Nov. Exam 4*	21 Nov. Intro. to Ecology (Chapt. 50) Exam 4*	22 Nov. <i>Thanksgiving Holiday</i>	23 Nov. NO CLASS <i>Thanksgiving Holiday</i>
26 Nov. Population Ecology (Chapt. 52)	27 Nov.	28 Nov. Community Ecology (Chapt. 53)	29 Nov.	30 Nov. Ecosystem Ecology (Chapt. 54)
3 Dec. Conservation Biology (Chapt. 55)	4 Dec.	5 Dec.	6 Dec.	7 Dec.
10 Dec.	11 Dec. Tentative window for Exam 5 (Final Exam)*	12 Dec. Tentative window for Exam 5 (Final Exam)*	13 Dec. Tentative window for Exam 5 (Final Exam)*	14 Dec.

*** Note that all exams are computer-based and each is given within a 3-day window in the Computer-Based Testing Facility in Room 102 Himes Hall or Upper Floor Pentagon Cafeteria Building. You must schedule exams online before you arrive to take them.**