



# Victor Valley College

## Fall 2011 SYLLABUS

### Course Title: Introduction to Human Biology

Course No: Biology 107

Room No.: 31-11

Instructor: Mrs. Gibbs (Lec)

Phone: 760-245-4271, x 2213

Office Hours: 2:45-3:45 M-Th

Section No.: 36840

Units: 4.0

Day/Time: TTh 3:55-5:20 (Lecture)

Office: SL-28

e-mail: [jgibbs\\_vvc\\_bio@yahoo.com](mailto:jgibbs_vvc_bio@yahoo.com) or [jessica.gibbs@vvc.edu](mailto:jessica.gibbs@vvc.edu)

Instructor's class website: [www.jgibbs-vvc-bio.com](http://www.jgibbs-vvc-bio.com)

Student's contact: "student ID" @student.vvc.edu- Instructors can use this to contact students.

Victor Valley College

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Victorville, CA 92392

Visit Victor Valley College Online at: [www.vvc.edu](http://www.vvc.edu)

#### Fall Classes:

August 29	Fall Semester Begins
Sept 5	Labor Day Holiday
November 11	Veteran's Day Holiday
November 24-25	Thanksgiving Holiday
December 17	End Fall Semester

#### Important Dates:

September 12	Last day to drop a full-term class and be eligible to apply for a refund
September 12	Last day to drop a full-term class without a "W"
October 13	Last day to drop a full-term class and receive a "W"

**STATEMENT OF ACCESS:** Students with special needs are encouraged to meet with instructors to discuss the opportunity for academic accommodation and be referred to disabled student program and services per Administrative Procedure (AP 3440)

#### Course Description

An introduction to biological principles with a human perspective. Emphasis on cellular structure and function, organ systems, the concept of homeostasis, cellular and population genetics, and the interaction of the human species with the ecosystem.

### **Student Learning Outcomes:**

1. Discuss the basics of chemistry and the relationship to life.
2. Identify and discuss cellular structures and functions.
3. Explain the molecular basis of inheritance.
4. Identify and describe the cells, tissues, organs and organ systems of the human body.
5. Discuss and describe the pathology of selected diseases and disorders.
6. Explain the general dynamics of an ecosystem and the human impact.

### **Prerequisites**

There are no prerequisites for this course.

### **Required Textbook(s)**

Text: Human Biology, Concepts and Current Issues. Johnson 6<sup>th</sup> ed., 2012

### **Attendance:**

Attendance is required and is the responsibility of the student. If you do not attend the first class session the instructor will drop you from the course (pg. 33 Victor Valley College Catalog 2010-2011). If you are enrolled in the course and do not plan to attend, you must drop the course to avoid receiving and “F” grade. It is absolutely the responsibility of the student to arrive on time to each and every class period, and missed quizzes and laboratory participation points CANNOT be made up. **PLEASE NOTE:** Each class session is very important. **The instructor reserves the right to drop any student after being absent for more time than there is units for the course (Human Biology is 4.0 units; pg. 33 Victor Valley College Catalog 2010-2011).**

*(Class attendance is not a measure of performance of proficiency. Whether a student is just physically present in the class is not a valid basis for grading. Reference Title Section 55002 of the California Code of Regulations: (A) Grading Policy. The course provides for measurement of student performance in terms of stated course objectives and culminates in a formal, permanently recorded grade based upon uniform standards in accordance with section 55758 of this Division. The grade is based on demonstrated proficiency on the subject matter and the ability to demonstrate that proficiency, at least in part, by means of written expression that may include essays, or, in courses where the curriculum committee deems them to be appropriate, by problem solving exercises or skills demonstrations by students.)*

### **Withdrawal Policy**

It is the student’s responsibility to officially withdraw from the course. **DO NOT** simply stop coming to class and expect the instructor to drop you. Not withdrawing from the course will result in an “F” grade in the course. If a “W” is taken, no course work will be carried over to the next semester. You must REPEAT the course. The last day to drop the class and receive a “W” is **October 13th, 2011**.

**Incomplete**

If a student has completed 75% or more of the course with a “C” grade or better, but is unable to complete the remainder of the course due to extenuating circumstances (see student handbook), they may elect to take an incomplete (INC) for the course. You will be allowed to make up all missing assignments, but you cannot repeat completed assignments. All missing assignments and exams MUST be completed the following semester or the grade will revert back to the one they would have earned at the end of the incomplete semester. ***It is the student’s responsibility to initiate the request for an incomplete!*** This must be completed in writing on a special school form and signed by both the instructor and the student before the end of the school session.

**Evaluation/Grades:** Your performance relative to the following activities will be carefully evaluated.

Lecture Exams (5@ 150pts)	750
Lecture Quizzes (6@ 5 pts)	30
Article Critique	50
<u>Final Exam (NOT COMPREHENSIVE)</u>	<u>150</u>
<b>TOTAL POSSIBLE POINTS:</b>	<b>980 pts</b>

Lecture points will account for 65% of the total course grade. Points obtained from the Laboratory will account for 35% of the course grade.

Grades will be assigned on the basis of the following grading scale (**100-90%=A, 89.9-80%=B, 79.9-70%=C, 69.9-60%=D, ≤59.9%=F**). Grades in the course will NOT be curved, and there are no exceptions! Study for your grade.

Final grades are based on five lecture exams, laboratory points, an article critique paper and a final exam.

**Lecture:**

Lecture will be fast paced. There is a great deal of information that will be covered in this course. The lecture format will include Power Point presentation of the course content as well as a tablet computer application. A lecture notetaker will be available for you to use in lecture. It is suggested that this notetaker be used as a study guide and tool. It is a guide as to what material is emphasized in the course for examinations. It is a study tool in that it is an outline of what will be presented in lecture and can be filled in by reading through the chapter prior to coming to class. This way you have already become familiar with the material and can come to class with any questions you may have and the concepts can be reinforced in lecture by the instructor. The notetaker will be provided as PDF documents via the instructor’s website and is the responsibility of the student to download them from the website if they wish to utilize it. **Suggestion: if you feel you are missing some of the lecture due to the pace, a tape recorder should be used.** The instructor will not repeat material in lecture.

Lecture will also contain quiz questions for SLO assessment collection. These quiz questions will be embedded in the lecture. They will be worth 5 points each and they will be randomly done. You'll need 6 Scanton Quizzstrips. Have them with you for each lecture.

Grades in this class are non-negotiable. Study for your grade. If you are not achieving the grade level that you are hoping for in the class, ask the instructor for help! The instructor has daily office hours to answer questions and help with material. All grades will be posted on <http://sc.webgrade.classmanager.com/VictorValleyCC/>. Your instructor will give you a password and ID number. It is advisable to keep your work that has been graded and handed back. Should there be any discrepancies in the logging of your grades, you will be asked to show the graded work(s) as proof or your grade will remain as is in the system. ***If you have questions about your grades, you must inform the instructor within 5 days of the grade posting, INCLUDING THE FINAL GRADE!***

**Make up exams** will be given on December 7<sup>th</sup> at 2:00 pm (this date and time is NOT flexible) and only for **extenuating** circumstances (death in the immediate family or hospitalization of you or an immediate family member, in which case proof will be required). Make-up exams will not be granted for reasons such as: lack of child care, broken down car/bus, change in work schedule or an alarm clock did not go off to wake you up. It is the student's responsibility to inform the instructor of the circumstances **prior** to the exam that will be missed and be approved for the make-up exam. Quizzes **cannot** be made up under any circumstance. ***NOTE: cell phones ringing/vibrating during any exam will result in an automatic 20 point deduction from your score. They distract your fellow students and have been used as a cheating device in educational institutions. Turn them OFF before entering the classroom.***

### **Lecture Exams:**

Lecture exams will be multiple choice and essay. You will need to be prepared with a scantron (form 882-E) and a No. 2 pencil. You will have the entire lecture period to complete the exam- if you are late to the exam you will only be allowed the amount of time remaining from the start of the exam for the rest of the class, so BE ON TIME. The exams will be administered at the beginning of the lecture period. Each exam will only represent material since the previous exam, except for the final exam. If you have any questions about your score bring it to the instructor's attention the day the exam is returned. Notes **WILL NOT** be allowed for the exams. ***NOTE:*** You will not be allowed to leave the room before you finish the exam (i.e. to use the restroom). If you leave the room, your exam will be ended and collected by the instructor.

### **Challenges for Exam/Quizzes**

If you believe that you are correct for a question marked wrong on an exam/quiz, you may submit a ½ page, TYPED explanation of YOUR answer AND the citation of the page number from the current

edition of **Johnson** that supports your answer. Your instructor is happy to explain the answer to the test question, but will not argue any other answers without this formal challenge.

**Article Critique:** The article critique must be completed independently of others (i.e. written in your own words) and submitted according to the schedule established by your instructor (paper due 11/21/11). Work submitted late or on any other form will not be accepted. Points will be assigned to your review paper on a scale of 0 to 50 (50=exceptional; 0=unsatisfactory). See the supplemental handout that describes the format and requirements for this assignment. **Note: Plagiarism is a form of cheating and will result in an “F” grade on the assignment and disciplinary action.**

### Some Lecture/Laboratory Ground Rules:

- ❑ *EACH LECTURE* (a discourse given before an audience or class especially for instruction) *WILL BE FOLLOWED BY A QUESTION AND ANSWER PERIOD. **DO NOT INTERRUPT THE LECTURER. COMMENTS DURING LECTURE TAKE THE FOCUS AWAY FROM CONTINUOUS FLOW OF THE LECTURE TOPIC AND THUS EASE OF LEARNING.***
- ❑ **DO NOT TALK DURING LECTURE.** TALKING DURING LECTURE DISRUPTS/ DISTRACTS THE INSTRUCTOR AND YOUR FELLOW CLASSMATES AND WILL NOT BE TOLERATED IN THIS CLASS.
- ❑ **Turn off your cell phones and/or any other form of noise-maker** for the duration of the class period. If you get out of your seat to leave the room and talk on your phone **DO NOT** reenter the classroom until the break. If I see or hear them, I will dismiss you from the room until the next break.
- ❑ If you are not present in the room when handouts are passed out in class, or when exams are returned it is your responsibility to obtain them from the instructor.
- ❑ **It is against the law in the state of California to wear gloves outside of the laboratory.** If you exit the room during lab, please take off your gloves first! Failure to remove your gloves before leaving the lab will result in loss of any and all extra credit opportunity in the class (those points already completed and yet to be completed).
- ❑ It is the policy of Victor Valley College that children **NOT** attend class with their parents nor be left unattended on campus while their parents attend class. If you qualify, there is a day-care center on campus. If not, please make arrangements for a sitter. Your safety and the safety of others in the laboratory will be a top priority. Also, any person, student or otherwise, that is not

enrolled on the section cannot be present in the classroom. Study hard, enjoy what you do, and by all means ask the instructor if you have questions.

### **POLICY ON CHEATING:**

Cheating will not be tolerated in the class. This is a college course and it will be expected that the students enrolled in this course conduct themselves in a manner consistent with those outlined in the **Victor Valley College Catalog 2010-2011 (pg. 38-41)**- with the utmost academic integrity and respect for the campus policies. The VVC and its faculty consider cheating a very serious offense, and penalties can be as severe as expulsion from the College. Disciplinary action will be imposed on the first offense- an “F” grade will be assigned to the offending student for the **exam/practical/quiz/assignment** and the student will be formally reported to the Dean of Student Services– you do not get a free cheat! It is your responsibility to read and sign the accompanying description of campus cheating policy and be aware of all of the activities that fall into this category. The signed description is due to the instructor on **Sept 1st** and **exams will not be administered to the student without it, nor can they be made up.** Ignorance of what constitutes cheating is not justification to cheat.

### **A WORD ABOUT EXTRA CREDIT:**

**Everyone in class starts off with 15 points extra credit. If the instructor HEARS A PHONE, SEES A PHONE OR SEES ANY TEXTING IN LECTURE, 5 POINTS WILL BE DEDUCTED FROM THE EVERYONE IN THE CLASS.** Each lecture begins with a PPT slide reminding students to turn off their phones. It is STRONGLY recommended that students remind each other to turn off their phones before class begins as well.

Extra credit in this class *may* also be assigned by the instructor depending on the *attitude* of the class as a whole. Extra credit may be given in the form of an assignment or as bonus questions on an exam. Should extra credit be assigned it is to be turned in to the instructor on the due date at the beginning of the period. Late submissions will NOT be accepted for ANY reason. Don’t even bother bringing it to the instructor if you are late or were absent that day. Remember, extra credit is a privilege, NOT something you are OWED. Complaints about extra credit, or requests for additional extra credit opportunities will result in termination of any possibility of being awarded any extra credit for the remainder of the semester as well as retraction of ALL extra credit earned to date (including the 20 points stated above) for the offending student. **NOTICE: IF ANYTHING IN THE LAB DISAPPEARS EXTRA CREDIT WILL TOO!**

***CONTINUED ENROLLMENT IMPLIES ACCEPTANCE OF POLICIES AND GUIDELINES HEREIN.***

**Lecture Course Schedule (flexible and subject to change depending on pace of course):**

<b>Week</b>	<b>Date</b>	<b>Lecture Focus</b>	<b>Required Reading</b>
1	8/29	Syllabus; Human Biology, Science and Society	Ch. 1
1	8/31	The Chemistry of Living Things	Ch. 2
2	9/5	<b>Labor Day Holiday</b>	--
2	9/7	Structure and Function of Cells	Ch. 3
3	9/12	Structure and Function of Cells; From Cells to Organ Systems	Ch. 3, 4
3	9/14	From Cells to Organ Systems	Ch. 4
4	9/19	<b>EXAM I (CH. 1,2,3)</b>	--
4	9/21	Cell Reproduction and Differentiation	Ch. 17
5	9/26	Cell Reproduction and Differentiation	Ch. 17
5	9/28	Genetics and Inheritance	Ch. 19
6	10/3	<b>EXAM II (CH. 4,17,19)</b>	--
6	10/5	Skeletal System	Ch. 5
7	10/10	Muscular System	Ch. 6
7	10/12	Muscular System; Nervous System	Ch. 6, 11
8	10/17	Nervous System; Sensory Mechanisms	Ch. 11, 12
8	10/19	Sensory Mechanisms	Ch. 12
9	10/24	Endocrine System	Ch. 13
9	10/26	<b>EXAM III (CH. 5,6,11,12)</b>	--
10	10/31	Blood	Ch. 7
10	11/2	Heart and Blood Vessels	Ch. 8
11	11/7	Heart and Blood Vessels; Respiratory System	Ch. 8, 10
11	11/9	Respiratory System	Ch. 10
12	11/14	Immune System	Ch. 9
12	11/16	<b>EXAM IV (CH. 7,8,10,13)</b>	--
13	11/21	Digestive System <b>ARTICLE CRITIQUE DUE</b>	Ch. 14
13	11/23	Urinary System	Ch. 15
14	11/28	Reproductive Systems	Ch. 16
14	11/30	Evolution and the Origins of Life	Ch. 22
15	12/5	<b>EXAM V (CH. 9,14,15,16)</b>	--
15	12/7	Ecosystems and Populations	Ch. 23
16	12/12	Human Impacts, Biodiversity and Environmental Issues	Ch. 24
16	12/14	<b>FINAL EXAM (CH. 22,23,24)</b>	--