

**COURSE OUTLINE**  
Grading Systems

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**CAMOSUN COLLEGE**  
*School of Arts & Science*  
*Department*

***BIOL 103 Non-Majors Biology***  
***Winter 2013***

**COURSE OUTLINE**

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**1. Course Information**

Course Description

Fundamentals of Biology in the context of contemporary issues. Topics include basic principles of biochemistry and cell biology, genetics and nutrition, animal structure and function.

**Prerequisites:** English 12 **or** assessment. *Math 10 recommended.*

*(Students who have recently completed grade 12 Biology will notice an overlap of course content.)*

Time and Location

**Lecture: 5 A/B** Monday & Wednesday 1:00-2:20 Fisher 200

**Lab: Section 5A:** Monday 8:30-11:20 in F224

**Section 5B:** Wednesday 8:30-11:20 in F226

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**Lecture: 6 A/B** Tuesday & Wednesday & Thursday 11:30-12:20 Wilna Thomas 102

**Lab: Section 6A:** Tuesday 8:30-11:20 in F226

**Section 6B:** Friday 8:30-11:20 in F244

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**2. Instructor Information**

Instructor: William Hulbert, Ph.D.

Office hours: Monday 11:30-1:00, Wednesday 12:30-1:00, Thurs 10:30-11:30, other times by appointment request

Office location: F-340D

Phone: 370-3449

e-mail: hulbertw@camosun.bc.ca

**3. Required Materials**

(a) Textbook: Audesirk, 2010. **Biology with Physiology**. 9th edition. Pearson.

(b) **BIOL 100 Laboratory Manual**

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**4. Course Content and Schedule**

The following tentative schedule is subject to change if deemed necessary by the instructor.  
Note: mid-terms are scheduled for the first lecture of the week, unless specified otherwise.

WK	DATE (week of)	LECTURE TOPICS	TEXT CH.	LAB #	LAB TOPICS
1	Jan. 9	Course Introduction Scientific Method Biochemistry Basics Water & pH	1 & 3		<u>Safety Stuff Etc.</u>
2	Jan. 16	Organic Macromolecules Cell Membranes & Transport	3 & 4	1	Eukaryotic and Prokaryotic Cells
3	Jan 23	Cell Biology Energetics	4 & 5	2	Organic Molecules
4	Jan. 30	Enzymes	5	3	Diffusion & Osmosis
5	Feb. 6	<b>MID-TERM I</b> Photosynthesis Cellular Respiration	--- 7/8	4	Enzymes & <i>Review Lab Exam</i>
6	Feb. 13	The continuity of Life: Cellular Reproduction	9		<b><u>No Labs, Reading Break Thursday and Friday</u></b>
7	Feb. 20	Patterns of Inheritance	10		<b>LAB EXAM I</b>
8	Feb. 27	DNA, The Molecule of Heredity	11		Mitosis
9	Mar. 5	Gene Expression and Regulation	12	7	Human Traits
10	Mar. 12	<b>MID-TERM II</b>  Circulation	--- 32	8	Nutrition
11	Mar. 19	Circulation cont. Gas Exchange/Respiration	33	9/10	Human Organ Systems: Models <b><i>Review Lab Exam</i></b>
12	Mar. 26	Nutrition Digestion	34	9/10	<b>Lab Exam II</b>
13	Apr. 2	Homeostasis Excretion	35		<b>No Labs</b>
14	April. 9	Catch-up & Review			<b>No Labs</b>

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#### 5. Basis of Student Assessment

Assignments, lab reports & quizzes.....15%

Exams:

Midterm I.....15%  
Midterm II.....15%  
Lab Exam I.....15%  
Lab Exam II.....15%  
  
Final Exam.....25%

Midterms I and II, as well as the lab exams, will be unit exams.  
The final lecture exam will be cumulative.  
Please bring a pen *and* pencil to all exams.

#### 6. Grading System

The following percentage conversion to letter grade will be used:

A+ = 90 - 100%	B = 73 - 76%	D = 50 - 59%
A = 85 - 89%	B- = 70 - 72%	F = 0 - 49%
A- = 80 - 84%	C+ = 65 - 69%	
B+ = 77 - 79%	C = 60 - 64%	

#### **ADDITIONAL INFORMATION**

##### **General:**

Be sure that you are familiar with the General Department Policies, which are stated in the lab manual. A student conduct code will also be observed.

#### **ACADEMIC CONDUCT POLICY**

There is an Academic Conduct Policy. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College web site in the Policy Section.

[www.camosun.bc.ca/divisions/pres/policy/2-education/2-5.html](http://www.camosun.bc.ca/divisions/pres/policy/2-education/2-5.html)

Please note: Plagiarism will not be tolerated in any form, and may result in "0".

No programmable devices are allowed in exams.

Each student is required to sign a Laboratory Safety Contract and give it to the instructor prior to commencing laboratory work in the course.

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#### **Attendance:**

You are expected to attend all classes, and be on time. It is your responsibility to acquire *all* information given during a class missed, incl. notes, hand-outs, assignments, changed exam dates etc.

Missed exams or quizzes cannot be made up except in case of documented illness (doctor's note required). Lab attendance is *mandatory*.

**Do not book trips until the exam schedule is known.**

#### **Labs:**

A **1% final grade penalty** applies to any unexcused absence from lab. Frequent lates may count as an absence. Should you miss roll call at the beginning of lab, please identify yourself to the instructor as "late" or you may remain marked "absent." You need to attend labs and lab exams during your assigned section (A or B). Switching between sections on a permanent or temporary basis requires instructor's permission. Lab assignments can only be handed in for labs actually attended.

It is *absolutely* necessary to read and mentally work through each exercise before coming to lab. Otherwise you may not be able to finish on time, annoy your lab partner, or flunk a pre-lab pop quiz. Please also come prepared with a pencil and a few sheets of unlined and graph paper, in case drawings are required.

#### **Assignments:**

Unless otherwise stated, all assignments are due at the **beginning** of the lab/class of the due date. There is a **10%/day late penalty**. The format is expected to be professional, i.e. a neat, legible, clean copy. "Rough" drafts risk rejection and a subsequent late penalty. If the assignment is more than one page, **separate pages must be stapled** before you come to class.

#### **Study Habits:**

You will probably find Biology 103 not very difficult, but surprisingly labor-intensive. Good (and regular!!) study habits are required to do well in this course. You should plan on a *minimum* of 6 hours outside of scheduled class time for the completion of assignments and for general studying. Joining a study group can help this make more fun.

Lecture notes will be provided in point form. These should be used as a study guide, not as your sole source of information! You will need to write down additional key words for examples and explanations given during lecture. It is also recommended practice to transcribe these notes into a study-friendly format after each lecture, incorporating additional information from your textbook. Study these notes before the next class to prepare yourself for new material, which will often build on previously covered material.

Due to time constraints, not all details can be covered in lecture, and you may be held responsible for textbook material not specifically discussed in class. Please keep up with your readings, and take advantage of office hours if you need extra clarification and help, or simply would like to discuss a topic a little further.

### **LEARNING SUPPORT AND SERVICES FOR STUDENTS**

There are a variety of services available for students to assist them throughout their learning. This information is available in the College Calendar, Registrar's Office or the College web site at <http://www.camosun.bc.ca>