



## COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/biol.html>

Ω Please note: the College electronically stores this outline for five (5) years only.  
It is **strongly recommended** you keep a copy of this outline with your academic records.  
You will need this outline for any future application/s for transfer credit/s to other colleges/universities.

### 1. Instructor Information

(a)	Instructor:	Laura Biggs – Lectures and Lab 001A Annette Dehalt – Lab 001B
(b)	Office Hours:	Laura: Mondays 8:00AM-9:00AM, Tuesdays 2:00PM-3:00PM, Wednesdays 4:00PM-5:30PM, and by appointment if necessary Annette: Wednesdays 1:30PM-2:30PM, Thursdays 2:30PM-3:30PM
(c)	Location:	Lansdowne Campus, F352 (Laura) and F252B (Annette)
(d)	Phone:	250-370-3909 (Laura), 250-370-3388 (Annette)
(e)	Email:	BiggsL@camosun.bc.ca (Laura), dehalt@camosun.bc.ca (Annette)
(f)	Website:	<a href="http://online.camosun.ca">http://online.camosun.ca</a> (D2L) and <a href="http://sites.camosun.ca/annettedehalt">sites.camosun.ca/annettedehalt</a>

### 2. Intended Learning Outcomes

Upon completion of this course the student will be able to:

1. Identify and classify living organisms to their major taxonomic groupings, and to list their defining characteristics.
2. Describe the major lines of evidence for evolution.
3. Explain the mechanics of natural selection and speciation.
4. Discuss the nature of scientific knowledge; its limits and strengths, and how it is produced.
5. Explain basic concepts in population and community ecology.
6. Recognize and explain the major threats to biodiversity and ecosystem processes, and ways in which these threats might be mitigated.

### 3. Required Materials

- (a) Textbook:  
Biology: Life on Earth, 11<sup>th</sup> Edition, by Audesirk, Audesirk, & Byers (2017). Pearson Education, Inc.  
(Available at the campus bookstore.)
- (b) BIOL 102 Lab Manual. (Available to print from D2L.)

### 4. Course Content and Schedule

Biology 102-001A/B Lectures:	Tuesday 3:30PM - 4:50PM Wednesday 2:30PM - 3:50PM	Fisher 200 Fisher 200
Biology 102-001A Lab:	Monday 9:30AM - 12:20PM	Fisher 226
Biology 102-001B Lab:	Monday 2:30PM - 5:20PM	Fisher 226

### Course Schedule:\*

\*Please note: the following is a tentative schedule of course topics and events. Any changes to this schedule will be announced in class and posted on D2L.

\*\* Textbook chapters noted here will be covered, at least in part. However, in some cases we will not be covering the whole chapter in Biology 102. Specific page and figure numbers will be referenced during class.

Week	Lecture Topics (Tues/Wed)	Textbook Chapter**	Labs (Mondays)
1 (Sept 4-6)	Introduction to Science Principles of Evolution	1 15	<b>No Lab (College closed)</b>
2 (Sept 11-13)	Micro-evolution Speciation/Macro-evolution	16 17	Safety and Laboratory Procedures Lab 1: Science, Graphs, Stats
3 (Sept 18-20)	History of Life Extinction Systematics	18 17/18 19	Lab 2: Field Trip – Mount Doug Park
4 (Sept 25-27)	Viruses/Bacteria Protists	20 21	Lab 3: Microscopes
5 (Oct 2-4)	<b>Midterm 1</b> Fungi	23	Lab 4: Bacteria, Protists, Fungi
6 (Oct 9-11)	Plants	22	<b>No Lab (College closed)</b>
7 (Oct 16-18)	Invertebrates	24	<b>Lab Exam 1</b>
8 (Oct 23-25)	Vertebrates	25	Lab 5: Plants
9 (Oct 30-Nov 1)	Animal Behaviour Population Ecology	26 27	Lab 6: Invertebrates
10 (Nov 6-8)	<b>Midterm 2</b> Population Ecology cont'd	27	Lab 7: Vertebrates
11 (Nov 13-15)	Community Ecology	28	<b>No Lab (College closed)</b>
12 (Nov 20-22)	Ecosystem Ecology	29/30	Lab 8: Ecological Simulations
13 (Nov 27-29)	Biodiversity Crisis	31	Lab 9: Diversity Review
14 (Dec 4-6)	Biodiversity Crisis cont'd	31	<b>Lab Exam 2</b>
<b>Dec 11-19</b>	<b>Final exam (to be scheduled by College registrar and posted on Camlink)</b>		

### 5. Basis of Student Assessment (Weighting)

#### (a) Assignments & Quizzes:

Lab	5%
Lecture	10%

#### (b) Lecture Exams:

Midterm 1 (Tuesday, October 3)	15%
Midterm 2 (Tuesday, November 7)	15%
Final exam (December 11-19, TBA)	25%

#### (c) Lab Exams:

Lab Exam 1 (Week 7 in-lab: October 16)	15%
Lab Exam 2 (Week 14 in-lab: December 4)	15%

## 6. Grading System

### Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D	Minimum level of achievement for which credit is granted; a course with a "D" grade cannot be used as a prerequisite.	1
0-49	F	Minimum level has not been achieved.	0

### Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy E-1.5 at [camosun.ca](http://camosun.ca) for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that, due to design may require a further enrollment in the same course. No more than two IP grades will be assigned for the same course. <i>(For these courses a final grade will be assigned to either the 3<sup>rd</sup> course attempt or at the point of course completion.)</i>
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

## 7. Recommended Materials or Services to Assist Students to Succeed Throughout the Course

### 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, at Student Services, or the College web site at [camosun.ca](http://camosun.ca).

### STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

### Plagiarism

Plagiarizing is appropriating the work or parts or passages of another's writing (including the ideas or language) and passing them off as the product of one's own mind or manual skill (see <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.1.pdf>).

Plagiarism is a serious offence and is considered to be academic misconduct, and so **will not be tolerated**. Except where work is assigned to a group, all written work, **including lab data processing** and graphs, must be done individually.

## Cheating

A student caught cheating on an exam will forfeit all credit for that exam and perhaps for the course. Cheating is a serious offence and is considered to be academic misconduct. Cheating includes but is not limited to:

- (a) using unauthorized materials or resources in a quiz/exam, and
- (b) providing information to another person regarding exam content.

The consequences for cheating and plagiarism are outlined by Camosun College policies (see <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>) and penalties may be severe.

## Student Safety

Nothing is more important to the instructor than students enjoying a safe class and lab environment. Consider the following laboratory safety practices:

<b>Lab footwear</b>	<ul style="list-style-type: none"><li>For safety reasons <b>WorkSafeBC</b> mandates that students are <b>required</b> to wear closed shoes in all lab times. Flip flops, sandals or shoes with holes are not acceptable.</li></ul>
<b>Eating &amp; drinking</b>	<ul style="list-style-type: none"><li>Absolutely <b>NOTHING</b> may be ingested while in the lab. Chewing gum and applying makeup or lip balm are similarly prohibited. <b>NO EXCEPTIONS</b> will be made, even for medications.</li><li>If something must be consumed, then it may be taken out of the lab.</li></ul>
<b>Hair</b>	<ul style="list-style-type: none"><li>It is recommended that long hair be tied securely to prevent it from being exposed to lab equipment.</li></ul>
<b>Handwashing</b>	<ul style="list-style-type: none"><li>Hands should be thoroughly washed <b>BEFORE</b> leaving the lab.</li></ul>

## Laboratory Attendance

Lab work is critical to the course objectives and much effort has been expended to ensure the lab experience is interesting and educational, both from academic and practical points of view. Therefore, attendance throughout the entire laboratory session is mandatory and will be noted. Labs will start promptly because information necessary for performing the laboratory correctly and safely is given at the beginning of the lab. Late attendance may result in inability to attend the lab and subsequent loss of credit for any assignments. Lateness in arriving, failure to attend the lab or leaving the lab before its scheduled finish time will result in forfeiting credit for that lab, including any written assignments. If a lab session is missed, another student's data **may not** be used to complete a lab assignment for credit. Exceptions can be made **at the instructor's discretion** in legitimate cases of emergency (e.g. illness); in such cases the instructor must receive **advance notification** and **documented evidence** of the situation (e.g. medical certificate) and grant approval for any accommodation. In cases when a lab is done over two weeks, missing one of the weeks without instructor approval will result in a 50% reduction in the grade for any assignment associated with that lab.

## Missed Lecture Exams

**Without exception**, all lecture exams must be written at the scheduled times. However, it is understood that emergency circumstances occur (e.g. illness or emergency in the immediate family); for such circumstances accommodation may be offered at the discretion of the instructor, provided the student:

- (a) notifies the instructor **in advance** of the exam (not after), and
- (b) provides documented evidence of the circumstance (i.e. medical documentation).

In the event of emergency circumstances, it is at the instructor's discretion whether to administer a make-up exam or adjust the weighting of the final exam to make up the missing marks.

### **\* HOLIDAYS OR SCHEDULED FLIGHTS ARE NOT CONSIDERED TO BE EMERGENCIES \***

Be sure not to make travel plans for the end of semester until the final exam schedules are finalized and posted. Please ask any family members who might make travel plans on your behalf to consult you before booking tickets.

## Missed Lab Exams

**Without exception**, all lab exams must be written at the scheduled times. Lab exams differ from lecture exams in their formatting and the fact that they cover lab content in a non-cumulative manner. Due to the nature of our shared lab space with other courses, lab exams cannot be made up outside of our regularly scheduled lab time.

In the event of emergency circumstances (see previous page), it is at the instructor's discretion whether to adjust the weighting of the lab exams to make up the missing marks.

## Written Work

Lecture and lab assignments may be assigned at the instructor's discretion. It is the student's responsibility to be informed of any work expected and the dates the work is due. Assignments may be intended to be completed as individuals or as groups, as indicated by the instructor. Work intended to be submitted by an individual must be completed independently, keeping in mind student conduct requirements. Work intended for completion by a group **MUST NOT** be completed by an individual. Each person in a group will receive the same mark on any group work.

Unless otherwise indicated, all written material to hand in (including numerical entries in data tables) must be prepared using word processing (typically MS Word) or graphing software (e.g. Excel). The only exceptions are calculations and **some** graphs, which may be submitted handwritten or hand drawn. **Any exceptions will be clearly indicated.** Work submitted inappropriately formatted, which includes last-minute handwritten corrections, will not be marked until all formatting is correct. Since correcting formatting requires time, this will likely mean a late penalty will be assessed.

## Late Penalties

All assignments must be handed in by the **time indicated on the assignment**. If the instructor is not in the office, then slide your work under the office door. Late assignments will be graded but marks equivalent to 15% of the total value of the assignment will be deducted for each day past the deadline (weekends only count as one day).

## Study Habits

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 make this more fun.

Lecture notes will be posted on D2L 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.

Please take advantage of office hours if you need extra clarification and help, or simply would like to discuss a topic a little further.

## Summary of Student Responsibilities

1. Attending classes and actively engaging in lecture times are optimal for learning and therefore are in the best interests of student success. Should it be necessary to miss a lecture, however, it is the student's responsibility to catch up on anything that may have been missed (e.g. important announcement or assignments).
2. Students must hand in required assignments on time or be subject to penalty.
3. Evaluation of written or oral work will not be given if a student is not present.
4. Students must work independently, except when a group effort is required.
5. Students must know and follow all Safety Rules and Procedures, with **NO EXCEPTIONS**.
6. The use of cell phones is prohibited in the lab and during any exams.
7. All labs and lectures start punctually.