**GENERAL BIOLOGY II** (Majors)  **BIOL.1407.43101** (1171219)  
**COURSE SYLLABUS**  
**[DCCCD | Eastfield College]** – Division of **Science & PE**  
**[C202]** 972.860.7297  
Rik Post, Professor  
Office: **[C328]**  
Office Phone: 972.860.8342  
Email: rpost@dcccd.edu  
FAX: 972.860.8339  
Office hours… MTWTh (on class days, in S-307) 12.10-13.00 and immediately after class; or by appointment.  

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**Class Times**  
Lecture 13.00 – 15.40  --T--Th  C-261  
Lab 13.00 – 15.40  M-W--  S-307  
S-307  

**Course Description**  
Presentation of biological concepts for the non-science major – part one.  

This is a Texas Common Course Number. This is a DCCCD Core Curriculum Course; 4 Credit Hours.  

An introductory survey of current biological concepts for students majoring in the sciences. Emphasis will be placed on topics which include evolution, biological diversity, ecology, and comparative structure and function of organisms.  

Laboratory activities constitute a major part of the course. (3 hours – Lecture; 3 hours – Laboratory) [4 credit hours total]  

(Coordinating Board Academic Approval Number 2601015103)  

**Prerequisites**  
**BIOL.1406** is the critical prerequisite. The general prerequisites include the ability to communicate adequately in English (both in writing and in speaking / listening) and the ability to use college-level math skills. One of the following must be met: (1) Developmental Reading 0093 AND Developmental Writing 0093; (2) English as a Second Language (ESOL) 0044 AND 0054; or (3) have met Texas Success Initiative (TSI) Reading and Writing standards AND DCCCD Writing score prerequisite requirement.  

A prior background in high school and/or college biology and chemistry would also be a distinct advantage.  

**Developmental Courses**  
The Texas Success Initiative (TSI) is a statewide program designed to ensure that students enrolled in Texas public colleges and universities have the basic academic skills needed to be successful in college-level course work. The TSI requires assessment, remediation (if necessary), and advising of students who attend a public college or university in the state of Texas. Students who do not meet assessment standards may complete prerequisite requirements by taking developmental courses in the deficient area and passing them with a grade of C or higher. In some cases retesting will also be required. It is up to each student to be aware and informed about requirements that are subject to change.  

Additional information is available from the TSI office.  
https://www1.dcccd.edu/cat0910/admiss/tsi.cfm?loc=4  

**Student Learning Outcomes** (SLO's)  
Your performance in each of these areas will be judged by grades obtained from assignments and exams that measure your understanding of the textbook material and laboratory experiments requiring you to follow a written procedure to collect and analyze scientific information.  

**Lecture Learning Outcomes**  
**Upon successful completion of this course, students will:**  
01. Describe modern evolutionary synthesis, natural selection, micro and macroevolution, and speciation.  
02. Describe phylogenetic relationships and classification schemes of life.  
03. Identify the major phyla of life with an emphasis on plants and animals, including the basis for classification, structural and physiological adaptations, evolutionary history, and ecological significance.  
04. Describe basic animal physiology and homeostasis as maintained by organ systems.  
05. Compare different sexual and asexual life cycles noting their adaptive advantages.  
06. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.  

**Lab Learning Outcomes**  
**Upon successful completion of this laboratory-based course, students will:**  
01. Be able to apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.  
02. Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.  
03. Communicate effectively the results of investigations.  
04. Demonstrate knowledge of modern evolutionary synthesis, natural selection, micro and macroevolution, and speciation.  
05. Distinguish between phylogenetic relationships and classification schemes.  
06. Identify the major phyla of life with an emphasis on plants and animals, including the basis for classification, structural and physiological adaptations, evolutionary history, and ecological significance.  
07. Describe basic animal physiology and homeostasis as maintained by organ systems.  
08. Compare different sexual and asexual life cycles noting their adaptive advantages.  
09. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.  

**Textbooks+ (Required):**  
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***  
MasteringBiology.com website access (purchased separately from textbook ?)  
***  
www.morton-pub.com  

**Textbooks (Recommended):**  
A Photographic Atlas for the Biology Laboratory, any edition,  
Classroom Conduct

Students are required to attend all classes and labs. Do NOT schedule doctor's appointments, etc. during class hours! There are no make-up classes for lectures or laboratory exercises that are missed, ordinarily.
You cannot attend another laboratory with another instructor to make up the work, as per division policy.

Cheating on an exam will result in a grade of ZERO on that exam and a failing grade for the semester. Don't do it!

Cellular phones, pagers, etc. must be turned off before the class starts in order to prevent classroom disruption. No earbuds.

No food or drinks are allowed in the classroom or in the laboratories (especially) at any time for safety and other reasons.

No children are allowed in the classroom/ laboratories. Children may not be left unattended anywhere on campus [TX State Law].

* Be on time to class: it is disruptive to other students when someone is late for lecture. Do your best on this.

If a student misses a lecture, in whole or in part, that student is responsible for getting the missed material from his/her classmates.
* Be on time to lab: instructions are given at the beginnings of lab periods – don’t miss these critical instructions!

If a student misses the instructions/ entire lab, that student must get the missed material/ instructions from his/her classmates.

Unnecessary talking or other disruption during lecture or during the lab instructions may cause you to be removed from the class.

Laptops are not necessary during class and should not be used during our class time. Use in lab is acceptable.

Student Conduct Reference  (See DCCCD, Eastfield College online code of conduct for additional information and conditions.)

Class Website *** All students must log in at least every other day at the class website via eCampus. Critical discussions, testing, announcements, etc. will be dealt with using this essential online approach.

Grading Procedure

* Exams and Lab Practicals
  4. Major lecture exams @ 100 points each = 400 points
  3. Laboratory practicals @ 100 points each = 300 points
  1. FINAL Exam (cumulative) @ 100 points = 100 points

* Online Participation  (= MasteringBiology.com exercises+) = 100 points

  2. Field Trip experiences (FT) @ 50 points each = 200 points (2 out of 3 trips available) (replacement value?)

* Participation (= active attendance & effort in lecture, lab) = 100 points

TOTAL = 1000 points total ** (Final Exam required)

...Lecture Exams – consist of multiple choice, matching, true / false, and essay questions. Bring scantrons to class.

* Mandatory essays or short answers (10-20 points total) are usually part of lecture exams. (see ‘Writing Expectations’)

...Lab Practicals – consist of identification, listing, interpretation, matching, short answer, and ~essay questions.

Make-up Exams

The mandatory comprehensive final exam at the end of the semester will deal with any missed examination(s).

If a laboratory practical is missed, you will receive a grade of ZERO for that exam, unfortunately. Don’t miss these!

...Field Trip Experiences (= active participation on field trips, then trip reports (either paper or video)) ...replaces 1 lab pract?

...Laboratory Effort (= active participation in conducting lab exercises and lab exercise reports+ ...and lab cleanup)

-determined by lab quizzes, demonstration of preparedness/ participation / safety awareness... lab exercises, etc.

...Participation (= active attendance in lecture & online)

-determined by quizzes, demonstration of preparedness/ participation...class/ online discussion, questions, & activities.

<table>
<thead>
<tr>
<th>Final Grade</th>
<th>900 – 1000 pts</th>
<th>90 – 100.0%</th>
<th>A</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>800 – 899 pts</td>
<td>80 – 89.9%</td>
<td>B</td>
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<tr>
<td></td>
<td>700 – 799 pts</td>
<td>70 – 79.9%</td>
<td>C</td>
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<td></td>
<td>600 – 699 pts</td>
<td>60 – 69.9%</td>
<td>D</td>
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<tr>
<td></td>
<td>0 – 599 pts</td>
<td>0 – 59.9%</td>
<td>F</td>
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</table>

Obtaining Final Course Grades

Final Grade Reports are no longer mailed. Convenient access is available online at www.econnect.dcccd.edu. Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your Student Advising Report, which is available in the Admissions Office.

Academic Honesty

The purpose of the Student Code of Conduct is to provide guidelines for the educational environment of The Dallas County Community College District. Such an environment presupposes both rights and responsibilities. Disciplinary regulations at the college are set forth in writing in order to give students general notice of prohibited conduct. Students should be aware of disciplinary actions for all forms of academic dishonesty, including cheating, fabrication, facilitating academic dishonesty, plagiarism, and collusion. Your college catalog contains the entire Student Code of Conduct.

Plagiarism

Plagiarism can be defined: To take another person’s ideas, words, sentences, or passages and pass them as your own words. (For example, to avoid this kind of cheating... “In any written work, you cannot use sentences or half-copy the author’s words.”)

Plagiarism will result in a grade of ‘F’ for the semester, ordinarily.

Campus Police ...for any emergencies: can be contacted at 972.860.4290 or at 911 from a campus ‘red phone.'
Writing Expectations  ...Science courses at Eastfield College follow a principle of “Writing Across the Curriculum.”

Writing is a critical part in communication of ideas, and is important in the synthesis and analysis of scientific concepts.

- The writing element in this course will be accomplished in the form of essay questions on the lecture exams. Each essay (or short answer) question must be completed with correct writing skills. This includes the use of complete sentences, correct spelling, proper grammar, clearly stated ideas, and appropriate supporting statements.

Obtaining Your Grades at the End of the Semester  (http://econnect.dcccd.edu/)

Grade reports are no longer mailed. Convenient access is available online. Use your student identification number when you log in. Your grades will also be printed on your Student Advising Report, which is available in the Admissions Office.

Withdrawal Policy:  https://www1.dcccd.edu/catalog/ss/oepp/dw.cfm?use_nav=acad_info&loc=dcccd

If you wish to drop the course with a grade of “W” you must complete the necessary forms by contacting Admissions Counseling or the Science/PE Division office no later than F 26.Apr.2019. An instructor cannot withdraw a student. Your instructor is NOT responsible for initiating or recommending this action. Failure to withdraw will result in the student receiving a performance grade based on the criteria contained in this syllabus, including all 0’s recorded for all remaining sections of the course...i.e., an “F.”

STOP BEFORE YOU DROP  (‘No more than 6 drops....’)  https://www1.dcccd.edu/cat0809/ss/oepp/dw.cfm?view=org

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W.”

Repeatability Issue  https://www1.dcccd.edu/catalog/ss/oepp/third_attempt.cfm?loc=DCCCD

As a result of legislative action and DCCCD Board approval, effective since Fall Semester 2005, the Dallas County Community Colleges District charges a higher tuition rate to students registering for the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in higher tuition being charged. Developmental Studies and some other courses will not be charged at the higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester.


In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received.

Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.


In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5 FM) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m.

An announcement will be posted upon decision by the administration to close the college ~ 06:00 am or later.

Children on Campus  https://www1.dcccd.edu/catalog/ss/children.cfm?loc=DCCCD

Minor children should not be brought into classrooms, laboratories or other facilities of the college. This practice is disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with childcare should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

Religious Holidays / Observances

Students who will be absent from class for the observance of a religious holiday must notify the instructor in writing two weeks in advance. Please refer to the college catalog section on Student Responsibilities.

Student E-Mail  (also, student eConnect for internal messaging)

Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send your papers as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. The account is free. You may set it up by going to www.dcccd.edu and click on Student Services, Online Services, and Student NetMail. All students receiving financial aid must open a student NetMail account.

Printing on Campus

Printing in the Library costs 10 cents a page.

Students must bring a $1.00, $5.00, $10.00, or $20.00 bill to the lab to create an account. Accounts must be created before attempting to print. No change from bills is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. Cash refunds are not possible. Accounts stay active as long as the account has value.

The guidelines in this syllabus may be changed, deleted, or amended at any time by the instructor.
DCCCD (OIE) Faculty Syllabi Statement- SPRING 2019

The Office of Institutional Equity (OIE), in coordination with DCCCD colleges, has the primary responsibility for reviewing, updating and implementing compliance policies and procedures. The Institutional Equity and Compliance Officer and the Office of Institutional Equity will ensure compliance with College District policies, federal and state laws related to sexual assault, Title IX, Title II (Americans with Disabilities Act) and the Military Veterans Full Employment Act to support diversity and inclusion.

Students with Disabilities:
If you are a student with a disability and/or special needs, or if you think you may have a disability, please contact the college Disability Services Office (DSO). Please note that all communication with DSO is confidential. If you are eligible for accommodations, please provide or request that the DSO send your accommodation letter to me as soon as possible (students are encouraged to contact DSO at the beginning of the semester). For more information regarding the College Disability Services Office, please visit the Student Services website: dcccd.edu/DSO Offices or contact DCCCD Office of Institutional Equity at (214) 378-1633.

College Disability Services Offices (DSO or ADA)

Brookhaven 972-860-4673
Cedar Valley 972-860-8119
Eastfield 972-860-8348
El Centro 214-860-2411
Mountain View 214-860-8677
North Lake 972-273-3165
Richland 972-238-6180

A Note on Harassment, Discrimination and Sexual Misconduct

We are committed to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX and DCCCD policy prohibit harassment, discrimination and sexual misconduct. If you encounter harassment, sexual misconduct (sexual harassment, sexual assault, stalking, relationship violence, stalking), retaliation or discrimination based on race, color, religion, age, national origin, disability, sex, sexual orientation, gender identity, and/or gender expression, please contact your College Title IX Coordinator or the Office of Institutional Equity. We treat this information with the greatest degree of confidentiality possible while also ensuring student welfare and college safety.

We are concerned about the well-being and development of our students, and are available to discuss any concerns. There are both confidential and non-confidential resources and reporting options available to you. If students wish to keep the information confidential, please contact the college Counseling or Student Health Services. As required by DCCCD policy, incidents of discrimination and/or sexual misconduct shared with faculty will be reported to the College Title IX Coordinator or District Title IX Coordinator. The Title IX Coordinator will contact the student and determine if further investigation is needed. For more information about policies, resources or reporting options, please contact your college Title IX Coordinator or visit www.dcccd.edu/titleIX.

College Title IX Coordinators

Brookhaven  Terri Edrich  TitleIX-BHC@dcccd.edu  972-860-4825
Cedar Valley  Grenna Rollings  TitleIX-CVC@dcccd.edu  972-860-8181
Eastfield  Rachel Wolf  TitleIX-EFC@dcccd.edu  972-860-7358
El Centro  Shanee’ Moore  TitleIX-ECC@dcccd.edu  214-860-2138
Mountain View  Regina Garner  TitleIX-MVC@dcccd.edu  214-860-8561
North Lake  Rosemary Meredith(acting)  TitleIX-NLC@dcccd.edu  972-860-3992
Richland  Bill Dial  TitleIX-RLC@dcccd.edu  972-238-6386
Dallas Colleges  OnlineLe’Kendra Higgs  TitleIX-LEC@dcccd.edu  972-669-6672

District Title IX Coordinator

Office of Institutional Equity  LaShawn Grant  TitleIX-District@dcccd.edu  214-378-1633
**Academic Services**

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<tr>
<th>Additional Resources</th>
<th>(…most of these are subject to restricted ‘special hours’ between major semesters)</th>
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</thead>
<tbody>
<tr>
<td><strong>DCCCD 2018-2019 Course Catalog</strong></td>
<td>for info on current courses, schedules, etc.</td>
</tr>
<tr>
<td><strong>Eastfield Biology Department FAQs</strong></td>
<td>for info on biology careers, policies, evolution, etc.</td>
</tr>
<tr>
<td><strong>STUDENT HANDBOOK</strong></td>
<td>for info about ‘everything’ at Eastfield College</td>
</tr>
</tbody>
</table>

**ACADEMIC SERVICES**

| General Academic Advising | C120 for academic, registration, etc. advising…. |
| International Students Advising | |
| Science Careers Advising | C119 if considering careers in the sciences…. |
| Health Careers Resource Center | C119 if considering careers in the health sciences…. |
| Teacher Preparation Program | C125 for students considering careers in teaching…. |
| Career Exploration Room | C138 to decide on a career and to select a major |

| DCCCD Libraries | …good biology references, models, slices, Common Book, etc. available to use in our libraries…. |
| Student Computer Lab | |
| * Science Corner | L108 |
| * Math Spot | L200 (science tutoring…for credit) |
| * Writing Center | L200 (tutoring…for math/calculation help) |
| | L200 [Library] (assistance with writing skills) and via TRIO Tutoring |

| Assessment (Testing) Center | C113 for academic assessment, placement, makeup exams, etc. |
| Learning Communities | |

| Electron Microscopy Lab | C350 for electron and other microscopy training (Prof Murry Gans) |
| | |

| Admissions – Registrar’s Office – Official Transcripts | |
| Transfer Services | |
| Texas Common Course Numbering System | (for course transfer equivalencies) |

| Academic Success Tools | |
| Career Planning and Job Search Services | (DCCCD) and Career Exploration Room (Eastfield) |

| Eastfield College Bookstore | N100 |

**STUDENT SERVICES**

| Student Services | …ALL listings | http://www.eastfieldcollege.edu/ssi/index.html [Welcome Center - C127] |
| Student Health Center | C139 for medical and other health assistance - 972.860.7190 |
| Counseling Services | C140 for personal counseling issues…. |
| Veterans Services Office | C112 for veterans and students on the GI Bill…. |
| TRIO / Student Services | C237 for students with special circumstances…. |
| Rising Star Program | C237 for incoming freshmen with financial needs…. |
| Transition Center | C125 for ECHS, Dual Credit, etc. |
| Office of Student Life | C145 and Student Life Activity Calendar = OSER |
| Student Government Association | [SGA] - Eastfield College |
| Student Organizations | |
| Student Athletics | P Bldg for our College Athletic Teams (‘Go Harvesters’) |
| Pool and Fitness Facilities | for student/staff/faculty physical fitness use |
| Et Cetera Newspaper | N240 for campus news (award winning!) …service learning credit for honors program |

**ADA SERVICES**

| ADA Services | [DSO…Disability Services Office] | http://www.eastfieldcollege.edu/ssi/DSO/ContactUs.asp |

Students with a physical, mental, or learning disability who require accommodations should contact the college Disability Services Office in C141. Call 972.860.8348 or email efcdso@dcccd.edu.

**FINANCIAL SERVICES**

| Financial Aid | (Paying for College) | http://www.eastfieldcollege.edu/PayingForCollege.asp |
| Office of Financial Aid | C100 | http://www.eastfieldcollege.edu/ssi/finance/index.asp |

If you are receiving Financial Aid grants or loans, you must begin attendance in all classes. Do not drop or stop attending any class without consulting the Financial Aid Office. **Changes in your enrollment level and failing grades may require that you repay financial aid funds immediately.** Failure to contact the instructor will result in your name being submitted to the Financial Aid Office as a “non-attendee.” All students receiving financial aid must open an Email account through NetMail.

**Students who fail to attend or participate after the drop date are also subject to this policy.**