

**BIOLOGY 103**  
**HUMAN BIOLOGY**  
**Spring 2013**

**Credit:** 3 semester hours; Prerequisite: none

**Instructor:** Christopher C. Weeks, M.D.

Office: Hederman 111-A

Telephone: 925-7392 (office)

[email:ccweeks@mc.edu](mailto:ccweeks@mc.edu)

Website: <http://www.mc.edu/faculty/ccweeks/>

**Catalog Course Description:** A survey of the structure and normal functions of the human organism and an introduction to human ecology and genetics. This course will not count toward a major or minor in biology. It will, however, count either as a nonlaboratory core science course for nonscience majors or with BIO 104, which will count as a laboratory core science course. Lecture is three hours a week.

**Academic Integrity:** Mississippi College students are expected to be scrupulously honest. Dishonesty, such as cheating or plagiarism, or furnishing false information, including forgery, alteration or misuse of College documents, records or identification, will be regarded as a serious offense subject to severe penalty, including, but not limited to, loss of credit and possible dismissal. For further information on plagiarism and cheating, see the *Mississippi College Bulletin*.

**Required practices:**

1. The notes for each chapter will be posted on Moodle after the lecture for the entire chapter has been presented. It will be your responsibility to download the conclusion of the chapter. These notes are not all inclusive which means I may add to these during the class. It is very important that you come to class and actively participate in taking notes.
2. You will complete two medicine case studies. Each will be worth 40 pts and should be answered in complete sentences and typed. I will assign these at later points in the semester.
3. You and other students of the class will be members of a group. Each group will present an ethical issue to the class. You must present both sides of the issue, and your presentation must be objective. Everyone in your group must participate. You will choose these from your textbook. Each chapter has a Bioethical focus. Make sure you answer each question listed in the section. Refer to the section on "Looking at Both Sides" for more details. There is no written component. Your grade is based on your ability to present both sides of an issue objectively. **Do not just state your opinion.** This project is worth 40 points.
4. Exams
  - a. Four lecture tests will be given during the semester. The tentative Test dates are listed below; however these are not rigid and may necessitate being moving back a class period due to pace of progress. The format of the exams may include: multiple choice, matching, fill-in-the-blank, true/false, short answer, or discussion. **There are no make-up exams. Please see the section "Absence from an exam" for a more detailed explanation about absence from an exam.**
  - b. The **Final Exam** is a **comprehensive** final. It is worth 200 points.
5. Quizzes will be given throughout the semester every Wednesday. They will cover material that has already been covered in lecture. They will total 30 points, and I will drop your lowest quiz grade.
6. I reserve the right to add other assignments during the semester.

**Absence from class:**

It is your responsibility to obtain missed notes / assignments from another student if you miss a lecture. If you are absent from class and have a classmate sign you in as present I take this as a lack of integrity and nearly tantamount to cheating. First time offense will result in loss of all drop quizzes. Second time offense will result in loss of 10 points from next exam. Third and subsequent offenses will be arbitrated by instructor in a manner reasonable and prudent to the infraction. Penalties will apply to both the student who signed in another student and the student(s) who was (were) signed in.

**Absence from a quiz:**

Students will not be allowed to make up quizzes, even for excused absences. Quizzes will not be given early, even earlier on the same day. One must be present in class at their assigned meeting time in order to take a quiz. A missed quiz may count as one of your drop quizzes, of which you are allowed three.

**Absence from an exam:**

You know when exams are scheduled. A zero will be recorded for missed exams. When you have to miss an exam due to official school business, alerting me to this situation and arrangements to make up an exam must be made with me beforehand. In order to take the make up exam the student must bring a note from the coach/sponsor of the team/group that caused you to be absent on exam day explaining why the student was absent. Excused absences from exams include serious illness and certain emergencies. A note from a physician/coach/sponsor must be given to the instructor with-in 72 hours of missing an exam for an absence from an exam to be deemed as acceptable to make up. Also, should you be seriously ill or have a grave emergency that precludes you from sitting for the exam, an email to me within 24 hours of the exam stating the nature of your absence is necessary in order to take the exam. Having another exam on the same day of a BIO 103 exam is not an extenuating circumstance or an excuse for missing an exam. Upon determination that a student is eligible to make up on exam, the make up exam will be offered only once at Monday 4:30 pm of the week following the exam. No further make up exams will be offered past this date. The final exam may not be made up.

**Class etiquette:**

This is our class and it belongs to each one of us. Arriving late, texting, receiving cell phone calls or pages, or being disruptive robs us of the time that we have to work together. These behaviors will not be tolerated. A student may be asked to leave class if found to be partaking in any of the aforementioned behaviors. After 5 minutes of class has passed I will lock and close the door. It will not be opened for tardy students.

**Instructional Materials:**

*Human Biology* by Sylvia S. Mader; 12<sup>TH</sup> edition

**Evaluation Methods:**

4 lecture tests	@100 points	each	400 points
Comprehensive final	200 points		200 points
2 Medicine Case studies	@ 40 points		80 points
Quizzes			30 points
Ethical issue			40 points

Final average will be determined based on total points. That meaning total points earned divided by total possible points:

Such as X (where "X" equals the total number of points earned by an individual) divided by 750.  $X/750$

**Grading Scale:**

A	90 - 100%
B	80 - 89
C	70 - 79
D	60 - 69
F	0 - 59

**Attendance**

Lecture sessions meet Monday/Wednesday/Friday from 10:00 to 10:50. Attendance in class is expected. The student (not the instructor) is responsible for any instructions, assignments, or work missed during an absence.

Strict adherence to Mississippi College's class attendance policy will be followed. "Any student whose absences, whether excused or unexcused, exceed 25% of the class meetings will receive a grade of "F" in the course." See *The Undergraduate Bulletin*.

**A student receives a grade of F in any course immediately upon accumulating 12 absences in semester classes meeting 3 times per week.**

**Exemptions:** Seniors that have a "B" in a given course during the term or semester in which they complete requirements for graduation from MC may be exempted from the final examination in that course, and their daily grades are given as the final grade. This only applies to seniors who are graduating in May!

**Testing:** All test given in this class are designed to be taken in a 50 (fifty) minute time allotment. **NO ONE will be given extra time beyond that of the allotted 50 minutes, regardless of circumstance, unless a formal letter of disability from the Mississippi College Student Counseling Service is received. Claiming disability without documentation is not sufficient to receive extra time.** At the end of the 50 minute period students must submit their exam, whether completed or incomplete, to the professor. When time is called all work on the exam must cease. Anyone working beyond the point when time is called will receive a maximum of HALF CREDIT on the exam. Those remaining in the class room at this time must proceed forward, forming a single file line, and turn in their test. A clock will be present in the classroom in which testing occurs. You will be alerted when there are 15 minutes remaining, and there are 5 minutes remaining. Other than these two warnings, time management is the responsibility of the student. The test will be begun at the top of the hour, so please arrive a few minutes early to get settled.

#### **Regarding Disabilities:**

If you are a student who needs special accommodations due to learning, physical, physiological, or other disabilities, please contact Dr. Morgan Bryant, Director, Student Counseling Services. In order for a student to receive disability accommodations under Section 504 of the Americans with Disabilities Act, he or she must schedule an individual meeting with the Director of Student Counseling Services immediately upon recognition of their disability (if their disability is known they must come in before the semester begins or make an appointment immediately upon receipt of their syllabi for the new semester). The student must bring with them written documentation from a medical physician and/or licensed clinician that verifies their disability. If the student has received prior accommodations, they must bring written documentation of those accommodations (example Individualized Education Plan from the school system). Documentation must be current (within 3 years). The student must meet with SCS face-to face and also attend two (2) additional follow up meetings (one mid semester before or after midterm examinations and the last one at the end of the semester). Please note that the student may also schedule additional meetings as needed for support through SCS as they work with their professor throughout the semester. Note: Students must come in each semester to complete their Individualized Accommodation Plan (example: MC student completes fall semester IAP plan and even if student is a continuing student for the spring semester they must come in again to complete their spring semester IAP plan). Student Counseling Services may be found in Alumni Hall Room #4 or may be contacted via e-mail: [mbryant@mc.edu](mailto:mbryant@mc.edu) or [rward@mc.edu](mailto:rward@mc.edu) or by phone at 601-925-7791.

#### **General Outline of Material**

January 14-18: Introduction, Ch1, Ch3

January 21-25: Ch3

January 28-February 1: Ch4

February 4-8: Exam #1, Ch5

February 11-15: Ch5, Ch6, Intro Ch7

February 18-22: Ch7, Ch8

February 25-March 1: Ch8, Ch9

March 4-8: Exam #2, Ch10

March 11-15: Spring Break

March 18-22: Ch13

March 25-29: Exam #3, Bioethics Presentations

April 1-5: Ch14

April 8-12: Ch15

April 15-19: Ch16

April 22-26: Exam #4, Ch17

April 29-May1: Exam Review

This schedule of the General Outline of Material is not permanently set and is subject to change at the discretion of the professor.

## **Important Dates/Exam Dates**

January 14 -- Lecture begins

January 21 -- Martin Luther King Holiday -- NO CLASS

January 22 -- Last day to add a full semester class

January 24 -- Last day to drop a class and receive 100% tuition refund

**February 4\* -- Exam 1**

**March 4\* -- Exam 2**

March 8-17 -- Spring Break -- NO CLASS

March 22 -- Last day to drop the class with 0% tuition refund.

**March 25\* -- Exam 3**

April 1 -- Easter Holiday -- NO CLASS

**April 22\* -- Exam 4**

**May 6\*\*-- MWF 10:00 Class Final Exam (Given between 8:00 a.m. - 11:00 a.m.)**

**\* means that exams will be given according to planned exam date unless unforeseen illness of myself, natural disaster, or divine act impedes on testing on scheduled date.**

**\*\* Final Exams will be given following the above schedule which is set by the institution for class schedules/times. There will be absolutely no flexibility in this schedule. No final exams may be taken early or at a later date or time. Absence of a final exam will be arbitrated as described in the section describing missing an exam with these exceptions: A student must notify the instructor with in 6 hours as to the nature of why the final exam was missed. A student must then provide a note from a physician with in 24 hours stating the excuse due to illness. The make up final exam must be taken with in 72 hours of the absence. A zero will result for failing to comply to these stipulations.**

## **Food and Drink:**

The classroom facilities we occupy are shared by multiple people. The care of these facilities, especially the new facilities, falls on each of us. These responsibilities have been shirked by many over the past few years. It is now Mississippi College Department of Biology policy that **no food or drink, other than water in a transparent container**, is permitted in classrooms or Hederman or the Medical Sciences Building. This will be enforced by all Biology faculty. You will be asked to dispose of items not meeting the criteria above should you bring them into the classrooms.

*During the semester this course is taught, the professor reserves the right to make any changes in the syllabus deemed appropriate or necessary.*

***TURN OFF YOUR CELL PHONE!!***

***During class, your cell phone must be turned off. Cell phones, iPhones, smart phones and other electronic devices are not allowed to be on the desk, in your hand, etc. while class is underway. These electronic devices are to be kept in your backpack, purse, etc. No listening to music while class is in session is allowed. Unless you are taking notes on your laptop, etc., turn it off and put it away.***



