

# HUMAN BIOLOGY (BIOL-5 \_ LUNDEN - 58560) SPRING 2015

**INSTRUCTOR:** Dr. Shaista Lunden

**OFFICE HOURS:** By Appointment Only

**E-MAIL:** shaista.lunden@reedleycollege.edu

**CLASS MEETINGS:** LFS Room # 11

**LECTURES:** 9:00 AM – 12:10 PM

**LAB:** 12:10 PM - 2:15 PM

## REQUIRED MATERIALS:

**TEXT:** Human Biology (thirteenth edition) by Sylvia S. Mader, McGraw Hill

**LAB MANUAL:** Human Biology (thirteenth edition) by Sylvia S. Mader, McGraw Hill

## COURSE DESCRIPTION:

**Basic Skills Advisories:** Eligibility for English 125, 126, and Mathematics 101

**Summary:** This course is an introductory human biology course that examines science and societal issues. There is special emphasis on the following body systems: Circulatory, Digestive, Respiratory, Urinary, Skeletal, Muscular, Nervous, Sensory, Endocrine, Reproductive and Genetics.

## ATTENDANCE:

- You are expected to be on time for each laboratory and lecture session.
- Tardiness may be construed as an absence from the class. It is the students' responsibility to sign in when late and then to see the instructor after class to be sure that an absence has been changed to a tardy!
- Be aware that 3 tardies = 1 absence. This is very important because **if you miss more than 10 hours of class or lab, you will be dropped** unless your instructor has been informed of the extenuating circumstances causing your absences.  
Reasons for being dropped from the course...

## COURSE TESTS AND EVALUATIONS (approximate)

Description	Possible Points
<b>In Class Exams 1-6</b>	<b>600</b>
<b>Quizzes &amp; Group exercises</b>	<b>200</b>
<b>Lab. exercises</b>	<b>240</b>
<b>Group Project</b>	<b>60</b>
<b><u>Over all class performance &amp; attendance</u></b>	<b><u>100</u></b>
<b>Approximate total points</b>	<b>1200</b>

- In *most* circumstances the curve for the class is taken from the top grade in the class as long as the top grade is 90% or more from the points possible.

(From the top grade)

A= 90-100%

B=80-90%

C=70-79%

D=60-69%

F=0-59%

- Exams will consist of multiple choice questions, labeling, True/False and short answers.
- All exams will be closed book & and no notes.**
- Lab Exercises Grades will come from your lab work itself. These are to have the answers to laboratory questions on handouts or from your lab guide as well as any problems to work or tables to fill in. Be sure these are neatly done and in the same order as the handouts. Forgotten lab work means no score – as you are responsible for your work.

- **Policy for missed labs:** If a lab is missed you **will not be allowed to make it up.** Attending the lab is mandatory. No points will be given for lab work if you were not present during the lab meeting.
- Lecture/lab Quizzes will consist of questions concerning the previous lectures or lab. These quizzes are closed book and no notes. Quizzes missed due to BEING **tardy OR absent may NOT be made up.** Quizzes may also be given at the **end of a laboratory or lecture.** **Attendance pop quizzes, group activities** may also be given at any time either at the beginning, during or at the end of class. You need to be in class at your seat ready to start work when those are given.

## ACADEMIC DISHONESTY

Academic dishonesty is unacceptable and will not be tolerated by Reedley College. Cheating, plagiarism and collusion in dishonest activities erode the college's educational and social role in the community.

**Cheating** is the act of deception by which a student misleadingly demonstrates that he/she has mastered information on an academic exercise. Examples include but are not limited to:

1. Copying or allowing another to copy a test, paper, project, or performance.
2. Using unauthorized materials during a test, for example, notes, formula lists, or "cheat sheets."
3. Taking a test for someone else or permitting someone to take a test for you.

**Plagiarism** is the act of representing the work of another as one's own without giving credit. Plagiarism includes but is not limited to:

1. Incorporating the ideas or words of another's work without giving appropriate credit.
2. Representing another's artistic or scholarly works, such as musical compositions, computer programs, photographs, etc., as one's own.

**Disciplinary Procedures** are outlined in your Reedley College student catalog and are summarized as follows when a faculty member discovers a violation:

1. Conference with student to address allegations
2. Notification of division dean, report for permanent record of student.
3. May give student "F" for assignment or course.
4. If more than one infraction has occurred, the student may go on probation, be suspended, or expelled. An appeal may be made within 15 days of notification.

## HELP

If you should have difficulty grasping the material presented during the course. Be sure to see your instructor at the first sign of trouble. Often, a few minutes can clear up many problems! If you are having trouble studying, perhaps you need a few study hints or a tutor at the Tutorial Center. Please come in for help! Always keep in mind that this is a four-unit course. As a general rule, each hour of lecture requires two hours of additional study outside of the classroom each week. Each hour of lab requires one hour of study time, outside the laboratory each week. This equals eight hours of study each week in order to pass this class. Do your planning accordingly.

I hope you have a fun semester and learn HUMAN BIOLOGY along the way.

**\*\*\*NO FOOD, BEVERAGE, CELLULAR PHONES, DISRUPTIONS OR PROFANITY AT ANY TIME!!!**

**\*\*\*I reserve the right to make changes in this syllabus with notification**