

BIO 1123 - BIOLOGY II

INSTRUCTOR: - DR. HARRY TRACY FS4.528

PHONE: 458-2570 (OFFICE)

OFFICE HOURS: - TBA

EMAIL: WebCT

COMMUNICATIONS: Posting of information for the class can be found on WebCT. Lecture notes, and other materials to accompany the text, can be found on the publisher's website – <http://www.aw-bc.com/campbell>. Students are advised to print out copies of the lecture notes in advance, and read them over prior to coming to class. This will minimize the amount of note taking for the student. Lecture notes will not be printed and distributed. It is the student's responsibility to obtain these, if they so desire. It is also the student's responsibility to check any postings by the instructor prior to class meetings. This will be the primary method of informing students of last minute changes to the class or exam schedule. Changes will also be announced in class, time permitting. It is the students' responsibility to keep informed of any changes to the published class schedule. Students may access WebCT through the UTSA home page at <http://utsa.edu>. Place your mouse pointer on the Quick Links button at the top right hand side of the page. This will give you the quick links drop-down menu. WebCT is at the top of the list, next to ASAP. You may also go to WebCT directly at <http://webct.utsa.edu>. Instructions for logging onto WebCT are found at the link marked "student login instructions" in the middle of this page, below the login link.

The instructor may be contacted through the email function on WebCT. This will be your primary means of contacting the instructor. **DO NOT SEND EMAIL THROUGH UTSA.EDU TO CONTACT THE INSTRUCTOR!**

ATTENDANCE: Attendance will not be taken. If the student does not attend class, it is his/her responsibility to keep up. If a student misses an exam, he/she will receive a zero for that exam. If a student stops attending class, or wishes to drop the course, it is the students' responsibility to do so. The instructor is not allowed to drop a student for non-attendance. If a student chooses to not drop the course, the student will receive the grade reflected in the grade book. Do not come to the instructor at the end of the semester, and ask for an incomplete. University policy (see Bulletin) states that a student must have completed (attended) 75% of the course, and have a passing grade, in order to request an incomplete. If you have extenuating circumstances, you may drop the course.
COURSE TEXT: *BIOLOGY, CAMPBELL AND REESE*, (7TH EDITION), BENJAMIN-CUMMINGS PUBLISHERS

COURSE DESCRIPTION: A continuation of biology. Topics include plant structure and function, as well as animal structure and function. The animal portions will be presented as systems. May apply toward the Level I Core Curriculum requirement in science. This course cannot be used to replace BIO 1223, Biology II, if you are retaking the course to make up a grade. You must take Bio 1143, Biology III to make up a BIO 1223 grade. If you are taking this class to improve a lower grade, only freshmen can retake a course and receive the new grade, and then only if they made a D or F in the course. If you made a C in this course, you may not retake it for credit at all. If you are not a freshman, you may retake the course but only to make up a D or F. The original grade will remain on your transcript, and will be used in calculating your GPA.

COURSE OBJECTIVES:

The student will be able to:

1. Describe the fundamental structure of plants
2. Describe the fundamental life processes of plants.
3. Describe reproduction and development in plants
4. Describe plant nutrition.
5. Describe the fundamental structure of animals, as organisms as well as at the system level..
6. Describe the basic functional processes of animal systems.
7. Describe animal nutrition..

SCANTRON INSTRUCTIONS:

All students are required to familiarize themselves with the scantron instructions. These are available on the WebCT Homepage. Students not following the proper instructions will receive a zero from Parscore. If your scantron must be hand graded, you will lose points, as detailed below.

EXAM RULES:

- 1) Exams will start at the beginning of class, or the scheduled exam time, if different.
- 2) The exam will end 50 minutes after the exam begins, for a 50-question exam. If there are less than 50 questions, the exam time will be adjusted accordingly. Anyone arriving late will not be given additional time on the exam.
- 3) No one will be allowed to take an exam after the first person leaves the exam.
- 4) Phones must be turned off during all exams.
- 5) Students must use the correct Scantron Form. The correct form has a red arrow that reads, "feed this direction" along one edge. This form is necessary for the computer to read the exam, and to give a grade to the student on the computer. This form also has a place for the student's ID number.
- 6) Anyone turning in an exam on the wrong Scantron Form will lose 5 pts.**
- 7) You may not write on an exam. **If you do, you will lose 5 pts.**
- 8) Any errors made in marking the correct answer on the scantron are a student error. You are responsible for checking your Scantron to be certain you have marked it correctly. Students should bring an extra Scantron in the event they need to remark the answers.
- 9) Everyone is required to place their ID # on the Scantron, and bubble it in, starting with the first space. There will be 8 numbers in your ID number. The @ symbol is not used. The last two spaces will be left blank.
- 10) Everyone is required to bubble in the Test Version/Form (A, B, C, or D) of the Exam they are taking. If no version is listed on the Exam booklet, then bubble in "A". If you mismark the exam Form/Version, it will be graded against the version key you marked. This is a student error. Scantrons will not be regraded if you mismarked the form/version.
- 11) Everyone is required to put the individual exam number (Handwritten #, not sequential exam#) on his or her Scantron, in the EXAM block.
- 12) Anyone not correctly marking their ID #, Exam #, or Test Version/Form , on the scantron, will lose 5 pts.**
- 13) Scantrons may be returned to students. The Examinations are the property of the Instructor, and will not be returned. Students wishing to check their missed answers may do so by appointment.
- 14) The exam questions are copyrighted, and no one is allowed to copy down any questions from this exam.
- 15) Scantrons may be sent to Main Campus for processing, and may not be returned the class day following the exam.
- 16) Students will be required to sign an Honesty Policy statement and produce an identification card with picture and signature for all exams during the semester.

HONESTY POLICY: The UTSA Handbook of Operating Procedures states:

"Part I, Chapter VI, section 3.22 of the Rules and Regulations of the Board of Regents of The University of Texas System provides the following: Any student

who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

It further addresses the result of such violation:

The instructor may assess one of the following penalties:

- (1) written warning that further scholastic dishonesty may result in a more severe penalty;
- (2) no credit, or reduced credit for the paper, assignment, or test in question;
- (3) retake of exam or resubmission of assignment; or
- (4) failing grade or reduced final grade for the course.

COURSE COURTESIES: If you must come into class late or leave early, please do so quietly and with consideration for your classmates. All cell phones must be turned off during class and all pagers must be on silent or vibrate.

GRADING: There will be five lecture exams. Exam questions may include true/false, multiple choice, matching, short answer, or essay type questions. A comprehensive final exam will be given, and all students will be required to take the final exam. It will follow the same format as the major exams. All exams will be taken when scheduled. The Final Exam is scheduled by the University, and it is the student's responsibility to verify the date and time of the final. Final exam schedules are listed on ASAP. The instructor may decrease the number of exams, if required. One hourly exam grade will be dropped at the end of the semester. If a student chooses to skip an exam, that grade can be dropped. However, if the student misses a second exam, that grade cannot be dropped. The one dropped grade is to take into account that an unforeseen event may prevent a student from taking an exam. This is your only allowable drop – DON'T WASTE IT! EXAM GRADES WILL NOT BE CURVED. The instructor receives a statistical analysis from the TEAM Center that tells what percentage of the class got a question correct. If this percentage is low enough that it appears the question may have been improper, e.g. too ambiguous, then the instructor may add these points back to the student grade. This is the only adjustment that the instructor will make to the grade you earned. Do not come after the exam asking for extra points because you didn't understand the question. You have the opportunity to ask for clarification during the exam. University policy is that grades cannot be posted, nor will they be given out other than in person. It is the student's responsibility to obtain their grades. Do not email the instructor requesting grade information, as it will not be given out. Grades may be posted on WebCT by Parscore after grading.

RECOMMENDATIONS: I do not write letters of recommendation for students unless they have completed at least three courses with me, and then, generally, only if they have worked with me outside of class. If you don't meet these requirements, don't ask. Any letter I write would be of little or no academic value, since all I can say is that you were my student and made a certain grade.

GRADING:

THE FINAL GRADE WILL BE DETERMINED AS FOLLOWS:

4 LECTURE EXAMINATIONS	75%
COMPREHENSIVE FINAL	25%

**GRADING SCALE: A = 90 - 100 B = 80 - 89 C = 70 - 79 D = 60 - 69 F = BELOW 60
NO EXTRA CREDIT WILL BE GIVEN. DO NOT ASK!**

TENTATIVE EXAM/CLASS SCHEDULE (SUBJECT TO CHANGE):

9/10 EXAM 1

9/26 EXAM 2

10/15 EXAM 3

10/23 LAST DAY TO DROP WITH A "W" FOR SOPHOMORES AND ABOVE

11/5 EXAM 4

11/21 EXAM 5

12/11 FINAL – DATE AND TIME BLOCK OF FINAL SET BY UNIVERSITY. STUDENTS MUST VERIFY THE TIME OF THEIR FINAL. FINAL EXAMS WILL NOT BE MADE UP, OR EXCUSED. IF A STUDENT MISSES THE FINAL EXAM, HE/SHE WILL RECEIVE A ZERO FOR EXAM, OR MAY REQUEST AN INCOMPLETE, IF ELIGIBLE, AND WILL TAKE A MAKE-UP EXAM AT A LATER DATE. INCOMPLETES BECOME AN F IF NOT REMOVED WITHIN THE TIMEFRAME ALLOWED.