NORTHWEST FLORIDA
STATE COLLEGE

BSC 1005, General Biology, 4 Credit Hours
Fall 2015

- Professor: Amy Hunt
- Office Hours: Thirty minutes before class, Room S220/221, Science Building (350)
- Email: hunta4@nwfsc.edu
- Final Exam: Comprehensive, Thursday, December 10th, **2-3:50 P.M.**
- Web Page: http://www.nwfsc.edu/faculty/profiles/hunt-amy
- Reference Number: 10404
- Campus/Room: Niceville/S110, Science Building (350)
- Class Days: Tuesday and Thursday
- Class Times: 2:30-4:20 P.M.
- Electronic Resources: NWFSC email address, RaiderNet, Desire2Learn (D2L)

Course Description
The general principles of biology will be covered. Where possible, human biology and the environmental impact of human activity will be emphasized. This is a general education course not intended for biology majors.

Course Materials
Mader, S. and M. Windelspecht. *Inquiry into Life*, 14th ed.

Student Learning Outcomes
- Demonstrate the ability to critically examine and evaluate scientific observation, hypothesis, or model construction, and to use the scientific method to explain the natural world.
- Successfully recognize and comprehend fundamental concepts, principles, and processes about the natural world.

Grading Procedures
There will be exams and quizzes given during this course. The date of each exam will be given in class. All exams are worth 100 points (the final is worth 200 points). There will be a mandatory, comprehensive final given on **Thursday, December 10**, from **2:00-3:50 P.M.** It will not be offered early. Any conflict with this day must be brought to my attention within the **first two weeks of class**. There are **NO** make-up exams, with the exception of official school-sponsored events or military deployment. You must discuss

these types of absences with the instructor **BEFORE** the exam. Otherwise, you can drop your lowest exam grade (not the final) and replace it with the total points from your quizzes. No exams will be handed out after the first student has completed and returned their exam, this includes if you are late. You are not allowed to leave the classroom during an exam (use the restroom beforehand). There is a maximum time limit of one hour to complete the exam (except the final).

Five quizzes will be given during the semester. Total quizzes are worth 100 points and are given online via D2L. Quizzes will be given for select chapters to reinforce material. As such, the quiz will be available after lecture for the duration of one week. There are **NO** make-up quizzes. Quizzes are timed (15 minutes), but you are allowed two attempts to try to increase your score, if necessary. Group activities may be performed during class to reinforce the material; however, these will not be graded. With the amount of graded assessments available, you should have ample feedback regarding your performance in this course.

Grading Scale: 90-100% = A; 80-89% = B; 70-79% = C; 60-69% = D; 0-59% = F

Withdrawal, Incomplete, and Failure-to-Attend Grades

Should a student wish to withdraw from the course, it is the student's responsibility to withdraw before the withdrawal deadline. Otherwise, the student will receive an "F."

At the discretion of the instructor, an incomplete grade ("I") may be awarded when the student is unable to finish the required work because of unforeseen extenuating circumstances, such as illness or TDY assignment. To receive an "I" grade, the student must have successfully completed a significant portion of the required coursework and be able to finish the remaining work without attending class. An "I" grade will automatically convert to a grade of "F" if the student does not complete the remainder of the coursework by the established deadline.

Both the F and FA (failure-to-attend) are failing grades, are calculated as such in the student's GPA, and show up on the student's transcript. A student's GPA and his or her time-to-degree are both factors in qualifying for future aid as outlined in the College's Standards of Satisfactory Academic Progress.

Make-up Work

There are no make-up quizzes or exams. If an official school-sponsored event or military deployment requires that you must miss an exam, you **must** notify the instructor **before** the exam.

Classroom Conduct

It is expected that students act with professionalism and courtesy toward other students and the instructor. It is expected that you arrive to class on time and stay the duration of the lecture. If you must leave early, it is appreciated that you let the instructor know

ahead of time. If you must leave early, please do so quietly and with minimal distraction to others.

Class Attendance

Class attendance is an integral part of the learning process for this course. Students are expected to attend class regularly. Students who stop attending class or are not able to pass the course due to attendance expectations stated in the syllabus may receive a failing grade of "FA." An "FA" grade is a failing grade in GPA calculations and may impact the receipt of federal aid in subsequent courses. Students traveling for college-approved activities will not be penalized academically, but will be responsible for missed work.

Important Dates

Drop/Add Ends – August 26th
Last Day to Change to Audit or Withdraw with a Grade of "W" – October 30th
No Class for Thanksgiving Break – November 26th
Final Exam – December 10th from **2:00-3:50 P.M.**

Cell Phone/Electronic Devices

Cell phones, pagers, and other such electronic devices must not distract from learning. Courtesy to the professor and other students requires that phones be on vibrate or silent mode during class. No student should initiate conversations, including texts, during class activities. Use of electronic communication devices during examinations or other graded activities may constitute grounds for disciplinary action; such devices must be completely out of sight during exams or other assessments. Where emergency or employment situations *require* access to electronic communication services, arrangements must be made ***in advance*** with the instructor.

Emergency College Closure

In the event of unusual or extraordinary circumstances, the schedule, requirements, and procedures in this course are subject to change. If the college closes for inclement weather or other emergency, any exams, presentations, or assignments previously scheduled during the closure period will automatically be rescheduled for the first regular class meeting held once the college re-opens. If changes to graded activities are required, students will not be penalized as a result of the adjustments, but will be responsible for meeting revised deadlines and course requirements.

Children in the Classroom

As a courtesy to other students and the learning process, students may not bring children with them to class sessions. Health and safety concerns prohibit children from accompanying adult students in any lab, shop, office, or classroom or other college facility where potential hazards exist. If a child-related emergency means you must miss class, contact the instructor as soon as possible to determine your options. (The full "Children on Campus" policy statement appears in the College Catalog.)

Student Rights, Responsibilities, and Academic Integrity

Students are responsible for adherence to all college policies and procedures, including those related to academic freedom, cheating, classroom conduct, computer/network/e-mail use and other items included in the *Northwest Florida State College Catalog and Student Handbook.* Students should be familiar with the rights and responsibilities detailed in the current *Northwest Florida State College Catalog and Student Handbook.* Plagiarism, cheating, or any other form of academic dishonesty is a serious breach of student responsibilities and may trigger consequences which range from a failing grade to formal disciplinary action.

Other Important Notes

You are responsible for **all** material presented in class and within the book. If a lecture is not completed during class time, you are still responsible for understanding the material in the book. Any missed materials are your responsibility, i.e., the instructor will not hand out materials. It is **strongly** suggested that you read the chapter ahead of time and ask questions during office hours. It is **your** responsibility to keep up with the content of this course.

All class communication will be conducted in class, during office hours, or via NWFSC email, except grades. Grades will **NOT** be given out via email. You can check your final grade through RaiderNet via NWFSC's webpage. Only NWFSC email accounts will be used.

Policies are subject to change. You will be notified of any changes.

RESOURCES

The Academic Success Center (ASC) is located in the Activities Center on the Niceville Campus. The ASC provides free learning support services such as tutoring, ESOL, and writing assistance for all NWFSC students. Individual and group tutoring is available in a wide range of subjects on a walk-in-basis and by appointment. For more information, call the Academic Success Center at (850) 729-5389 or visit our website at Free Tutoring.

Reading to Learn (R2L) is a project of Northwest Florida State College designed to support students' learning through direct instruction of reading strategies. Students may access R2L at our website: Reading to Learn.

Math Labs are located in the Math Building L, Room L-131, on the Niceville Campus and in Building 7, Room 702 on the Fort Walton Beach Campus and Room 131 at the Crestview Center. The math labs are open to all students and provide free walk-in tutoring for all mathematics courses. For lab hours, students may call the Math Department at (850) 729-5377 or visit our website at Math Lab.

Smarthinking is an online, real-time tutoring offered free to students, who may access this service via RaiderNet.

Open Computer Labs

There are numerous open computer labs throughout the Northwest Florida State College campuses. Students may access our website for lab locations and hours: Computer lab location and hours

Testing Center

Testing Centers administer college admissions tests, placement tests, proctored exams, ACT/SAT, GED. CLEP, and DSST (formerly known as DANTES). General information concerning tests, hours

Testing Center hours may be accessed on the Testing Center website at Testing Center. Makeup exams may be taken in the Testing Center, depending upon instructor policies on late work.

Library, Online Reference Materials, and Resources

The library is a comprehensive, learning resource center providing information in print, digital, and multimedia formats to support the educational objectives of the College. In addition to in-house materials, online services and resources can be accessed through the LRC website. Library hours are posted each semester at the building entrance and on the LRC website at Learning Resource Center

Assistance for Military and Veterans

Northwest Florida State College supports our military and veterans students. You may contact NWFSC Eglin AFB Education Services Building at 850-200-4180 or NWFSC Hurlburt Center Educational Services Building at 850-200-4190 or visit our website: Support Our Military

Students with Disabilities

Northwest Florida State College supports an inclusive learning environment for all students. If you have disabilities for which accommodations may be appropriate to assist you in this class, please contact the Office of Disability Support Services on the Niceville Campus, or call 850-729-6079 (TDD 1-800-955-8771 or Voice 1-800-955-8770.