



NORTHWEST FLORIDA STATE COLLEGE

100 College Boulevard, E. • Niceville, FL 32578-1347 • (850) 678-5111 • www.nwfsc.edu

INSTRUCTOR INFORMATION

- Professor: Mr. Charles Trotman
- Email: trotmanc@nwfsc.edu
- Phone: (850) 729-5280
- Office Hours:
- Office Location: South Walton Center, Building 40, Room 313

INSTRUCTOR COMMUNICATION

Your NWFSC email is the **official communication** medium of the College. Please check your College email regularly for any class and College notifications. Emails will be answered within 48 business hours Monday – Thursday (NWFSC is closed on Fridays).

COURSE INFORMATION

- Course Name and Number: General Biology – BSC 1005 – CRN 20869
- Class Location: South Walton Center – Building 40 – Room 110
- Class Modality: Traditional
- Class Days: Mondays and Wednesdays
- Class Times: 8:00 – 9:15 a.m.
- Online Classroom with Gradebook: [Canvas class shell](#)
- Final Exam: TBA

COURSE DESCRIPTION

This course applies the scientific method to critically examine and explain the natural world including (but not limited to) cells, organisms, evolution, ecology, and behavior.

COURSE-LEVEL STUDENT LEARNING OUTCOMES

Students will evaluate data regarding validity.

Students will read and interpret a variety of scientific data.

Students will describe the natural world.

Students will articulate and practice the scientific method.

COURSE PREREQUISITES

None

COURSE MATERIALS

Textbook: free online text *Concepts of Biology*
<https://openstax.org/details/books/concepts-biology>

COURSE POLICIES

CLASS ATTENDANCE

Students are expected to attend class regularly, as well as to arrive and depart on time.

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 which 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.

Students are expected to attend all of their scheduled classes, as attendance is one of the strongest predictors of success. Therefore, 3 hours of missed class (unexcused) may result in a penalty of 5% of the final course grade.

ATTENDANCE CONFIRMATION

Active participation and academic engagement are expectations of enrollment in this course. Faculty confirm each student's attendance in class after the drop-add period ends. Students who have not attended class or otherwise engaged academically in the course through the submission of an academic assignment or through participation in a curricular activity will be withdrawn from the course for nonattendance.

Students who are withdrawn for nonattendance or nonparticipation early in the course may request to be reinstated in the course by contacting their instructor by email. Reinstatement in the course is at the instructor's discretion during the first three weeks of class and is not guaranteed. Reinstatement requests occurring after this three-week period may be submitted to the instructor for consideration; however, additional administrative approval will be required to grant the reinstatement. If you are withdrawn from a course due to nonattendance and are not granted reinstatement in the course, please contact a Student Advisor for assistance.

ASSIGNMENTS, GRADING SCHEME AND PROCEDURES

Assignments

Assignment Category	Percentage of Grade	Due Date
Tests	40%	
Quizzes	40%	
Final	20%	
Total	100%	

Grading Scheme

Grade	Range
A	90 – 100 %
B	80 – 89 %
C	70 – 79 %
D	60 – 69 %
F	59 and less %

MAKE-UP WORK

Missed tests, quizzes, and other assignments may be made up within 1 week of return to class.

TOPICS

- an introduction to biology (Chapter 1)
- basic chemistry (Chapter 2: sections 2.1 and 2.2)
- the biologically important macromolecules (Chapter 2: section 2.3)
- cell structure and function (Chapter 3: sections 3.1 to 3.3)
- plasma membrane and cellular transport (Chapter 3: sections 3.4 to 3.6)
- energy and enzymes (Chapter 4: section 4.1)
- cellular respiration (Chapter 4: sections 4.2 to 4.5)
- photosynthesis (Chapter 5)
- cell division - mitosis and meiosis (Chapters 6 and 7)
- genetics (Chapter 8)
- evolution (Chapter 11)
- plants (Chapter 14)
- invertebrate animals (Chapter 15: sections 15.1 to 15.5)
- vertebrate animals (Chapter 15: section 15.6)
- human anatomy and physiology, part I (Chapter 16: sections 16.2 and 16.3)
- human anatomy and physiology, part II (Chapter 16: sections 16.3 and 16.5)
- community ecology (Chapter 19: section 19.4)
- conservation biology (Chapter 21)

STUDENT EXPECTATIONS AND RESOURCES

NWFSC aims for excellence in education and scholarly pursuits. Campus policies and procedures support this goal by protecting the health, safety, welfare, and property of the College and its students. To view all campus policies, please see the [college catalog](#). Several essential policies are provided below.

NWFSC POLICY	DESCRIPTION
<u>Academic Integrity</u>	Students are expected to behave responsibly as members of the College community and be honest and forthright in their academic endeavors. They are also expected to behave professionally and refrain from disrupting other students' learning environments.
<u>Accommodations</u>	The <u>Accommodation Resource Center</u> at Northwest Florida State College is committed to providing equal access and opportunities for educational success to all students with disabilities as guided by the American Disabilities Act and other disability-related laws.
<u>Attendance</u>	Regular attendance and participation in the course is expected.
<u>Tutoring Services</u>	Tutoring services are available in person and online.
<u>Counseling Services</u>	All actively enrolled students can receive an initial assessment and up to five therapeutic sessions with a Behavioral Health provider at no cost to the student.
<u>Student Code of Conduct</u>	Students are expected to adhere to the rules, regulations, and policies outlined in the Student Code of Conduct.
<u>Student Complaints</u>	NWFSC desires to resolve student grievances, complaints, and concerns expeditiously, fairly, and in an amicable manner. A student who desires to resolve a grievance may initiate the resolution process using the information in the link provided to the left.
<u>Student Rights and Responsibilities</u>	Understanding your role as a student.

OTHER IMPORTANT INFORMATION

EMERGENCY COLLEGE CLOSURE

This course's schedule, requirements, and procedures are subject to change in the event of unusual or extraordinary circumstances. If the College closes for inclement weather or another 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

reopens. If changes to graded activities are required, students will not be penalized due to the adjustments but will be responsible for meeting revised deadlines and course requirements.

ACADEMIC CONTINUITY PLAN

NWFSC is dedicated to protecting the health and well-being of its students, staff, and faculty. The College is dedicated to working with faculty and students to ensure timely course and program completion during emergencies. In the event of a College closure, the format of this course may be modified to enable completion of the course through other means, including but not limited to online course delivery through online classrooms. Check your RaiderNet College email and LMS classroom online for any updates.

TECHNICAL SKILLS AND SPECIALIZED TECHNOLOGY

Students must provide their device(s) to access and complete this class's online material. In addition to baseline word processing skills and sending/receiving emails with attachments, students may be expected to search the Internet and upload/download files. If you encounter technology challenges using course resources in the Learning Management System, email the Center for Innovative Teaching and Learning at online@nwfsc.edu or call 850-729-6464.

WELCOME TO CLASS

Thank you for choosing NWFSC for your education—and welcome to class!