



# Biology for Science Majors II-21017 BIOL-1407

RT 2022 Section 0002 4 Credits 08/23/2021 to 12/12/2021 Modified 08/23/2021

## Course Meetings

### Course Modality: Online on a Schedule (WS)

The course modality of this class is *WS*.

Class meeting online on Cisco WebEx Mondays and Wednesday from 2pm to 4:50pm

### Meeting Days

Monday and Wednesday

### Meeting Times

2PM to 4:50PM

### Meeting Location

Virtual meeting on Cisco WebEx

### Lecture and Lab

Monday, Wednesday, 2:00 PM to 4:50 PM, Virtual meeting on Cisco WebEx

### Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

**Class meets online on Cisco WebEx**

Attendance will be taken each class period.

## Welcome and Instructor Information

Welcome to General Biology II—I am very pleased that you have chosen this course where I can be your guide. I will present the information in the most exciting way I know, so that you can understand the important topics/concepts and apply them now and hopefully throughout your life. As you read the chapters you will come across new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I am available to answer your questions. My goal is for you to walk out of the course with a better understanding of yourself and of human behavior. So please visit me or contact me by email whenever you have a question.

### Biology Professor: Dr. Leena Sawant

Email: [leena.sawant@hccs.edu](mailto:leena.sawant@hccs.edu)

Office: N105

Phone: 713 718 2395

### What's Exciting About This Course

Biology is an endless adventure as there are constant new developments. This course covers the endless forms of life on earth, how organisms evolve, and the interaction between living organisms and how human activities affect this interaction. In addition, learning about the human body's complex systems enables you to make better decisions for your health and the health of others.

### My Personal Welcome

Welcome to the course!

## Preferred Method of Contact

Please use the "Inbox" feature in Canvas to send emails to me regarding anything related to your course. You may also email me directly at my HCC email address listed above using your HCC student email account (the one that starts with W followed by your student number). I cannot respond to emails from personal accounts such as gmail, hotmail, AOL, etc. I will respond to emails within 24-48 hours Monday through Friday. I will reply to weekend messages during the following week.

## Office Hours

Monday, Tuesday, Wednesday, Thursday, 9:30 AM to 10:30 AM

## Course Overview

### Course Description

BIOL 1407 - Biology for Science Majors II (Lecture & Lab)

Credits: 4 (3 lecture, 3 lab). Topics include evolution, classification and ecological relationships, and organ systems of animals and plants. This course satisfies the Life and Physical Sciences or Component Area Option of the HCC core.

### Requisites

Prerequisite: BIOL 1406 or Biol 1306 + 1106; Must be placed into college-level reading (or take GUST 0342 as a corequisite) and be placed into college-level writing (or take ENGL 0310/0349 as a corequisite).

### Department Website

<https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

## Core Curriculum Objectives (CCOs)

BIOL 1407 satisfies the Natural Science requirement in the HCCS core curriculum. The HCCS Biology Discipline Committee has specified that the course address the following core objectives:

- **Critical Thinking:** Students will demonstrate the ability to engage in inquiry and analysis, evaluation and synthesis of information, and creative thinking by completing a written assignment such as a book report, research paper, or essay.
- **Communication Skills:** Students will demonstrate effective development, interpretation and expression of ideas through written, oral, and visual communication by completing a written assignment such as a book report, research paper, or essay.
- **Quantitative and Empirical Literacy:** Students will explore the scientific research methods that are used in the study of biology. They will be able to interpret numerical data in charts, graphs, and tables that are in their textbooks and other resources. Students should be able to carry out basic mathematical operations: be able to use Hardy and Weinberg equations, calculate percentages, frequencies, complete textbook reading assignments and answer questions on quizzes and exams that pertain to Course Student Learning Outcome # 7
- **Social Responsibility:** Students will demonstrate the ability to engage effectively in class activities and discussion, complete textbook reading assignments, and answer questions on quizzes and exams that pertain to Course Student Learning Outcome #9 below.

## Student Learning Outcomes and Objectives

Program Student Learning Outcomes (PSLOs) for the Biology Discipline can be found at <https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

### Course Student Learning Outcomes (CSLOs)

Upon successful completion of BIOL 1407, students will:

1. Describe modern evolutionary synthesis, natural selection, population genetics, micro and macro evolution, and speciation.
2. Describe phylogenetic relationships and classification schemes.
3. Identify the major phyla of life with an emphasis on plants and animals including the basis for classification, structural and physiological adaptations, evolutionary history, and ecological significance.
4. Describe basic animal physiology and homeostasis, as maintained by organ systems.
5. Compare different sexual and asexual life cycles noting their adaptive advantages.
6. Illustrate the relationship between major geologic change, extinctions, and evolutionary trends.
7. Apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.
8. Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.
9. Communicate effectively the results of scientific investigations.

## Learning Objectives

Learning Objectives for each CSLO can be found at Learning Objectives for BIOL 1407.

# ☰ Departmental Practices and Procedures

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## Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required.

As a student, it is your responsibility to:

- Attend class in person and/or online
  - Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
  - Read and comprehend the textbook
  - Complete the required assignments and exams
  - Ask for help when there is a question or problem
  - Keep copies of all paperwork, including this syllabus, handouts, and all assignments
  - Attain a raw score of at least 50% on the departmental final exam
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](#).

## Student Success Information

**Academic standards** require a minimum of 3 study hours for every contact hour; meaning for a class that meets 3 hours per week, you need to budget and set aside a minimum of 9 hours each week to study and prep for your course success. Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely.

Successful completion of this course requires a combination of the following:

1. Reading the textbook
2. Attending class in person and/or online
3. Timely completion of assignments
4. Participating in class activities
5. Successful exam performance, including the mandatory final.

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a guide.

# ☰ Instructional Materials and Resources

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## Instructional Materials:

1. Textbook (Pearson)
2. Lab Manual (McGraw Hill)

**Text book:** Campbell Biology 12<sup>th</sup> edition with mastering is available through your canvas course by clicking on the First Day Inclusive Access link.

**Do not purchase the text book or access code for this course.** Click on the "First Day (Inclusive Access) Course Material" link on your Canvas course. More instructions on how to register is under the Start Here module you have already paid for your course materials through the registration process. The cost of digital course materials for this class were included in your student bill and are guaranteed to be the lowest cost available to purchase your required materials. Your course materials for this class will be accessed digitally through this Canvas site. **NO** other purchase is necessary. For students who wish to have a printed copy of the text, an optional low cost print copy is available for purchase at the Houston Community College Bookstore. You have the right to opt-out and purchase your own course materials if you desire, prior to the

official day of record, which is September 7th *for Fall 2021*. It is NOT recommended that you Opt-Out, as these materials are required to complete the course. You can choose to Opt-Out on the first day of class, but you will be responsible for purchasing your course materials at the full retail price and access to your materials may be suspended.

### Lab Manual: Biology Laboratory Manual 12th edition

**Do not purchase the lab manual or access code for Connect.** The instructions to register for McGraw Hill Connect is under the Start Here Module of your Canvas course.

The [HCC Online Bookstore \(https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks\)](https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks) provides searchable information on textbooks for all courses. Check with your instructor before purchasing textbooks because the book might be included in your course fees.

Add Instructional Materials Here

## Other Instructional Resources

### Courseware: Pearson Mastering Biology for lecture section

This course uses Pearson Mastering Biology for homework assignments. You can access it by clicking on First Day Inclusive Access link on your canvas course. Please do not purchase the access code for Mastering Biology.

### Courseware: McGraw Hill Connect for lab section

This course uses McGraw Hill Connect for lab assignments. Please do not purchase the access code for McGraw Hill Connect. To access the lab manual, check the instructions under the Start Here Module on your canvas course.

## Campbell Biology 12th edition

**Author:** Urry, Cain, Wasserman, Minorsky

**Publisher:** Pearson

**Edition:** 12th

**Availability:** Canvas course - First Day Inclusive Access

**Price:** NA

## Lab manual

**Author:** Vodopich and Moore

**Publisher:** McGraw Hill

**Edition:** 12th

**Availability:** Canvas course-McGraw Hill Connect

**Price:** NA

The Lab Manual listed above is required for this course. It is an e Lab Manual integrated in Canvas and the course does not require a printed version of the lab manual. **Do not purchase a book or access code for this course as you have already paid for your course materials in tuition fees through the registration process.** The cost of digital course materials for this class were included in your student bill and are guaranteed to be the lowest cost available to purchase your required materials.

## ✓ Course Requirements

### Assignments, Exams, and Activities

Type	Weight	Topic	Notes
Lecture exams	40%		<b>Lecture Exams (40%):</b> There will be 4 lecture exams. Lecture exams will consist of multiple-choice questions, fill in the blank, true or false and short answer questions. They will cover important concepts, figures and discussion from the text book. <b>Exams will be online on Canvas and proctored using Respondus Lockdown Browser and Webcam.</b>
Final Exam	10%		<b>Final Exam (10%):</b> The final exam will be comprehensive (it will cover all the chapters). There will be a departmental final that all students need to take. Final exam will be online on Canvas and proctored using Respondus Lockdown Browser and Webcam.
Online Canvas Quizzes	10%		<b>Online quizzes on Canvas (10%):</b> The online canvas quizzes are 10% of your grade. There are 4 unit quizzes and 2 quizzes, one on plants and the other one on ecology chapters. The due dates for the assignments and quizzes will not be extended. Please read the instructions before you start taking the assignments and quizzes. Missed assignments will receive a zero grade.

Type	Weight	Topic	Notes
Homework Assignments on Mastering Biology	10%		<b>Mastering Biology (10%):</b> There will be mandatory online homework assignment on the Mastering Biology. You can access the assignments from <b>Eagle Online Canvas</b> by clicking on the <b>"First Day Inclusive Access"</b> link on the left column. Each student is responsible to register for mastering biology using an access code. This is also the way to access your online textbook.
Lab Exams	20%		<b>Lab Exams (20%):</b> There will be two lab exams for this course. Both labs exams will be online on Canvas and proctored using Respondus Lockdown Browser and Webcam. Lab Exam includes fill in the blanks, matching, short answer questions, identifying specimen, identifying slides, labeling of models or other material covered in the labs and a few multiple choice questions.
Lab Submissions	5%		<b>Lab submissions (5%):</b> Each student is responsible for completing their labs during the lab time and continue working and complete the lab submissions by 11:59pm on the due date. Incomplete or late lab submission will not be graded and will receive a zero.
Virtual Labs and Homework on McGraw Hill Connect	5%		<b>Lab submissions (5%):</b> Each student is responsible for completing their labs during the lab time and continue working and complete the lab submissions by 11:59pm on the due date. Incomplete or late lab submission will not be graded and will receive a zero.

## Grading Formula

Grade	Range	Notes
A	90-100	
B	80-89	
C	70-79	
D	60-69	
F	below 60	

## \* Instructor's Practices and Procedures

### Incomplete Policy

In this course, the purposes of the "I" (incomplete) grade is for students who are caught up and passing at the student withdrawal deadline, and then have a medical or other problem that prevents them from completing the course. If you are not passing at the student withdrawal deadline, you should drop yourself from the course, or you will likely earn an "F." An incomplete "I" grade will be given only if all of the following conditions are met:

- You have earned at least 85% of the available points by the date that the "I" grade is
- You can provide documentation showing why you should earn an incomplete, such as a doctor's note,
- You must be passing with a grade of "C" or
- You must request the incomplete in writing BEFORE **November 24th, 2021**
- In all cases, the instructor reserves the right to decline a student's request to receive a grade of

### Missed Assignments/Make-Up Policy

**Make-up Examination:** There will be no make-up exams and final exams are mandatory unless there is an emergency. If you miss a lecture exam due to a medical or any other emergency, it will be replaced with the grade you earned on the final exam **only if you provide an official document:** doctor's note or any other official document with the reason for missing the exam within 24 hours. Please note: All students are required to take the final exam. Failure to take the final exam will result in an 'F' grade.

**Missed Assignments or Quizzes:** If you miss an assignment or quiz/exam you will receive a '0' grade on that assignment. If you have any technical problems or an emergency you can email me the same day and turn in the assignment the next day. Please provide a ticket issued by the Eagle Online Canvas Technical support for any technical issues. I will contact technical support to get more details on the technical emergency. Please note that I reserve the right to refuse to grade late assignments/quiz. Exams if you do not have a valid email or ticket from the technical support.

## Academic Integrity



This instructor is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Possible punishment for violating academic integrity while taking the proctored exams may include a grade of '0' or F on the exam/assignment.

**Cheating** includes

- Copying from another student's exam,
- Orally communicating or receiving answers during an exam,
- Having another person take an exam or complete a project or assignment,
- Using unauthorized notes, texts, or other materials for an exam, and
- Obtaining or distributing an unauthorized copy of an exam or any part of an

**Plagiarism** means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit. **Collusion** mean the unauthorized collaboration with another person in preparing written work offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F on the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. Scholastic dishonesty may result in a referral to the Dean of Student Services.

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/> (<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/>).

## Attendance Procedures

Attendance is taken regularly during class time.

Your regular participation in the course is required. You are required to login to the course at least three times per week and check the course announcements and email.

## Student Conduct

*Students are expected to conduct themselves appropriately while on College property or in an online environment. The instructor would institute established HCCS disciplinary action. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom. Please refer to the HCC Student Handbook.*

## Instructor's Course-Specific Information

All the exams will be considered towards final grade. All assignment grades will be available within 48 hours of completion of the assignment.

**All the exams will be considered towards final grade:**

Four Lecture exams	= 40%
Discipline Final Exam (Comprehensive)	= 10%
Homework assignments on Mastering Biology	= 10%
Online Quizzes	= 10%
Two laboratory exams	= 20%
Lab. submissions	= 5%
Virtual labs and Homework exercise	= 5%

## Devices

You will need access to a **computer** to access your canvas course online. In addition to that you will have to **install Respondus Lockdown browser** and **webcam** so you can complete your lecture exams online on Canvas. Chromebooks cannot be used for proctored exams as it does not allow the use of Respondus Lockdown Browser.

Eagle online Problems Center: <http://www.hccs.edu/online/technical-support/>

Please go to this website if you have technical problems with using Canvas. You will find a 24/7 phone number you can call, an opportunity for live chat with a technician, and a FAQ section for students. Submit an online ticket stating your problem and email me any correspondence you have with the technician. Contact: 713.718.5275, Option 3

### Computer Virus Protection

Computer viruses are, unfortunately, a fact. Using removable devices on more than one computer creates the possibility of infecting computers and diskettes with a computer virus. This exposes the computers of the college, your personal computer, and any others Version 2.1.FY2020 15 you may be using to potentially damaging viruses. The college has aggressive anti-virus procedures in place to protect its computers, but cannot guarantee that a virus might not temporarily infect one of its machines. It is your responsibility to protect all computers under control and use and ensure that each diskette you use, whenever or wherever you use it, has been scanned with anti-virus software. Since new viruses arise continually, your anti-virus software must be kept current. In addition, since no anti-virus software will find every virus, keeping backup copies is extremely important.

## Faculty Statement about Student Success

Academic standards require a minimum of 3 study hours for every contact hour; meaning for a class that meets 3 hours per week, you need to budget and set aside a minimum of 9 hours each week to study and prep for your course success. Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook/lab manual
- Attending class in person and/or online
- Timely completion of assignments
- Participating in class activities
- Successful exam performance, including the mandatory final

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a guide.

## Faculty-Specific Information Regarding Canvas

This course section will use Canvas (<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

## Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

## HCC Policies and Information

### HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4

Grade	Grade Interpretation	Grade Points
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

## Link to Policies in Student Handbook

Here's the link to the HCC Student Handbook <https://www.hccs.edu/resources-for/current-students/student-handbook/> (<https://www.hccs.edu/resources-for/current-students/student-handbook/>). In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing
- Transfer Planning
- Veteran Services

## Link to HCC Academic Integrity Statement

<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/> (<https://www.hccs.edu/resources-for/faculty/student-conduct-resources-for-faculty/>).

## Campus Carry Link

Here's the link to the HCC information about Campus Carry:



<https://www.hccs.edu/departments/police/campus-carry/> (<https://www.hccs.edu/departments/police/campus-carry/>).

## HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID \(https://www.hccs.edu/resources-for/current-students/student-e-mail-eagle-id/\)](https://www.hccs.edu/resources-for/current-students/student-e-mail-eagle-id/), and activate it now. You may also use Canvas Inbox to communicate.

## Office of Institutional Equity

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<https://www.hccs.edu/departments/institutional-equity/> (<https://www.hccs.edu/departments/institutional-equity/>))

## Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/support-services/ability-services/> (<https://www.hccs.edu/support-services/ability-services/>).

## Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross  
Director EEO/Compliance  
Office of Institutional Equity & Diversity  
3100 Main  
(713) 718-8271  
Houston, TX 77266-7517 or [Institutional.Equity@hccs.edu](mailto:Institutional.Equity@hccs.edu) (<mailto:Institutional.Equity@hccs.edu>)

<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/> (<http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>).

## Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/> (<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>).

## Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

## Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

## HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: <https://www.hccs.edu/online/> (<https://www.hccs.edu/online/>).

## Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap> (<https://eagleonline.hccs.edu/login/ldap>).

## Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments
- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](https://www.hccs.edu/resources-for/current-students/student-handbook/) (<https://www.hccs.edu/resources-for/current-students/student-handbook/>).

## EGLS3

The EGLS<sup>3</sup> ([Evaluation for Greater Learning Student Survey System](https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/) (<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS<sup>3</sup> surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/> (<https://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>).

## Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

## Student Resources

### Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services](https://www.hccs.edu/resources-for/current-students/tutoring/) (<https://www.hccs.edu/resources-for/current-students/tutoring/>) website for services provided.

### Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <https://library.hccs.edu> (<https://library.hccs.edu>).

## Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <https://www.hccs.edu/resources-for/current-students/supplemental-instruction/> (<https://www.hccs.edu/resources-for/current-students/supplemental-instruction/>).

## Resources for Students:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>  
(<https://www.hccs.edu/resources-for/current-students/communicable-diseases/resources-for-students/>).

## Basic Needs Resources:

<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/> (<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/>).

## Student Basic Needs Application:

[https://hccs.co1.qualtrics.com/jfe/form/SV\\_25WyNx7NwMRz1FH](https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH) ([https://hccs.co1.qualtrics.com/jfe/form/SV\\_25WyNx7NwMRz1FH](https://hccs.co1.qualtrics.com/jfe/form/SV_25WyNx7NwMRz1FH)).

## COVID-19

Here's the link to the HCC information about COVID-19:

<https://www.hccs.edu/resources-for/current-students/communicable-diseases/> (<https://www.hccs.edu/resources-for/current-students/communicable-diseases/>).

## Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

## Instructional Modalities

### In-Person (P)

Safe, face-to-face course with scheduled dates and times

### Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

### Online Anytime (WW)

Traditional online course without scheduled meetings

### Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

### Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

## Course Calendar

Please check your canvas course for your course calendar under the module "Class Schedule for Fall 2021"

## Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

## Additional Information

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### Biology Departmental/Program Information

Visit the [Biology Program Page \(https://learning.hccs.edu/programs/biology\)](https://learning.hccs.edu/programs/biology) on the HCC Learning Web for information about our faculty and courses. You will also find information about majoring in Biology.

The [Field of Study \(FOS\) Curriculum for Biology \(https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/\)](https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/) here at HCC covers the smallest and simplest organisms (microbiology) to the largest and most complex organisms (human anatomy and physiology, zoology, botany).

The [Associate of Science in Biology - Biology Majors & Premedical Programs \(https://www.hccs.edu/finder/programs/associate-of-science-in-biology--biology-majors--premedical-programs--field-of-study-curriculum/\)](https://www.hccs.edu/finder/programs/associate-of-science-in-biology--biology-majors--premedical-programs--field-of-study-curriculum/) FOS is intended primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following areas: computer science, engineering, health and natural sciences, or mathematics.

The [Associate of Science in Biology - Health Sciences Professions \(https://www.hccs.edu/finder/programs/associate-of-science-in-biology--health-sciences-professions--field-of-study-curriculum/\)](https://www.hccs.edu/finder/programs/associate-of-science-in-biology--health-sciences-professions--field-of-study-curriculum/) FOS is intended primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following areas: computer science, engineering, health and natural sciences, or mathematics. (Pre-Nursing, Pre-Radiologic Sciences, Pre-Clinical Laboratory Services)

Visit the [STEM Resources Page at HCC \(https://www.hccs.edu/resources-for/current-students/stem--science-technology-engineering--mathematics/\)](https://www.hccs.edu/resources-for/current-students/stem--science-technology-engineering--mathematics/): HCC has developed this site to provide information on STEM related programs and resources at HCC and other institution – to include scholarship information.

### Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your instructor for assistance first. You can always request a meeting (virtual/ in person) to go over your concerns. If your instructor is not able to assist you, then you may wish to contact the Biology Department using this form.

[Biology Department Reporting Form \(https://forms.office.com/r/8BwrMbqCYB\)](https://forms.office.com/r/8BwrMbqCYB)

Email: [hcc.biology@hccs.edu](mailto:hcc.biology@hccs.edu)

If your instructor is not able to assist you, then you may also wish to contact the Department Chair:

Dr. Shadi Kilani

[shadi.kilani@hccs.edu](mailto:shadi.kilani@hccs.edu); 713.718.7035