

BIOL 1413 (4:3:3)

General Zoology

Department of Biology

Division of Arts and Sciences

SOUTH PLAINS COLLEGE

Levelland Campus

Spring 2019

Instructor

Dr. Scott Starr

BIOL 1413-003 & 004: General Zoology – Syllabus – Spring 2019

Instructor: Dr. Scott Starr
Office: Science Building S130
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Office Hours: My office hours will be held at the following times or by appointment.
Monday- 12:30-1pm
Tuesday- 3:45-5pm & 5:30 to 6pm
Wednesday- 2:15-3:15pm
Thursday- 3:45-5pm & 5:30 to 6pm
Friday- 8:30 - 11:30am

Class Room: Section 003: Lecture- Science Building, Room 194; Tue/Thu 1:00 – 2:15pm
Lab- Science Building, Room 194; Tue/Thu 2:30 – 3:45pm
Section 004: Lecture- Science Building, Room 194; Tue/Thu 6:00 – 7:15pm
Lab- Science Building, Room 194; Tue/Thu 7:30 – 8:45pm

Textbook & Manuals: **Optional** - Zoology; Miller and Harley, 10th edition. (Older editions are acceptable).
Required - General Zoology Lab Manual for BIOL 1413 by Dr. Keith.
Available at the SPC Bookstore.
Required - Van de Graaff & Crawley's "A Photographic Atlas for the Zoology Laboratory", 8th ed.

Course Description

A survey course of the major phyla of the animal kingdom. General principles of animal physiology, cytology, genetics, anatomy, ecology, embryology and adaptations are stressed.

Methods of Assessment:

Final grades will be based on the following scale:

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

Activities	Points
Unit Exams (5)	60%
Quizzes	15%
Insect Collection	10%
Assignments	15%
	100.00%

Criteria for Grade Determination: Over the course of the semester there are several opportunities to earn points. I have briefly described each activity below:

Exams- There will be five exams (including the final). These exams will assess your knowledge of the covered material. Lecture and lab exams will be conducted on the same day. Lab exams will be incorporated into the lecture exams or will be conducted as a lab practical in which students are required to identify organisms or anatomical structures. Any student who misses an exam will have a 0 score entered for that exam.

- Make-up exams will be given *only* in the event of serious illness, a legitimate emergency, or death of an immediate family member; in each case, the **appropriate documentation must be provided** to the instructor.
- I will only consider allowing a student to make up an exam if they have contacted me **within 24 hours** of the exam (ssarr@southplainscollege.edu). Notice before the exam is preferred.

Quizzes- There are a total of 15 weekly quizzes throughout the semester. Quizzes will be given each week on Blackboard (available Thursday at 6:00pm and due on Sunday at 11:59pm). Each quiz will cover the lecture **AND** lab material.

- The lowest two (2) quiz grades will be dropped before the final quiz average is calculated at the end of the semester.
- **Quizzes CANNOT be made up if missed for any reason.**
- **Please make sure to be using a reliable computer on a reliable internet connection to take quizzes. Do not use the blackboard app to take quizzes. Only on rare occurrences will quiz attempt be reset. If a technical issue does occur contact me right away before the due date has occurred and I will evaluate your situation.**

Assignments- Assignments will consist of activities done in lecture and lab. Two projects will be given in lab that consist of an insect collection and a bird list project. Due dates for each assignment will be given at the time it's assigned.

Test Question Bank: For each exam unit, each student will need to write multiple choice question on the material that has been covered. For each day of lecture during the unit, students must create 2 multiple choice questions. Questions must be designed realistically, no wacky questions/answers, AND be created in the following question format below:

Lecture 1

The jellyfish is a cnidarian or more specifically a(n) _____.

- (A) anthozoan
- (B) parazoan
- (C) **scyphozoan**
- (D) hydrozoan

Correct answer needs to be **bolded**. Times new roman 12pt font should be used. The questions will be submitted on blackboard and each is due **by 11:59pm** the date the assignment is due. See course schedule for due dates.

Insect Collection- A group insect collection will be completed during the semester. Students will catch, identify, and curate a collection of insects.

Classroom Policies, Procedures, and Rules:

This course will be conducted according to the policies and procedures of the South Plains College Student Handbook and General Catalog.

Attendance-

- Punctual and regular lecture and lab attendance is required of all students. You are required to attend all scheduled lectures and labs. Skipping lab will count as a missed 0.5
- Open door policy: if you do arrive late quietly take your seat. You may not make up any work that was missed. Excessive tardiness will not be tolerated and may result in withdrawal from the course (**3 late arrivals exceeding 10 minutes = 1 unexcused absence**).
- In the case of unexcused absence, the student will receive a 0 for the work submitted that day and it is the student's responsibility to obtain missed notes from classmates.
- When unavoidable situations such as illness, weather, an official college-sponsored trip, or a death in the family causes absence, the student may make up the missed class work as long as **documentation is provided**. The student will have one week from the date the makeup work is assigned to turn it in for credit.
- The student may be administratively withdrawn from the course when absences become excessive (**5 unexcused absences or more**) and the minimum course objectives cannot be met. Also the instructor is required to initiate a student's administrative withdrawal when the student has missed every class period for two weeks excluding holidays.
- Once I sign a drop form it is your responsibility to submit the form to finish the drop process. I will not administratively drop students after the drop form has been signed.
- Should a student, for any reason, delay in reporting to a class after his/her official enrollment, absences will be attributed to the student from the first meeting of the class. A student who does not attend a class by the 12th day of classes will automatically be dropped from the course and receive a grade of "X".

Classroom Civility: To create and preserve a classroom atmosphere that optimizes teaching and learning, all participants share a responsibility in creating a civil and non-disruptive forum. Students are expected to conduct themselves at all times in this classroom in a manner that does not disrupt teaching or learning. **Cell phones must be turned off during class**, unless you have informed me that you are expecting an emergency message before class or the instructor has given permission to use for an activity. No headphones are to be used during the class and tablets/laptops may be used during the lecture as long as it is for note taking. In the event that a student is witnessed using a cell phone or tablet/laptop inappropriately you will first be given a warning and if it becomes a chronic issue you will be asked to leave for the day and receive an absence for attendance and a 0 for any work assigned.

Hazardous Weather Policy- South Plains College rarely cancels classes due to weather. Students should plan accordingly to be able to attend all classes and arrive at SPC Levelland safely. Announcements concerning cancellations and/or delays are made on local television, radio and MySPC.

Grade Dispute: If you feel that there has been an error in your grade for a test or assignment, I require all students to follow the **24/7** policy. You must wait **24** hours after receiving your

graded work before contacting me in writing (**by email**) to explain the issue with the grade and to set up a meeting to talk about the grade. During this time, thoroughly compare your work to the textbook or other relevant materials to ensure your answer is correct. You have **7** days after receipt of the returned work to bring a grading issue to my attention. After the **7** day time period, no grades can be disputed.

Email: Email is my preferred mode of communication (ssarr@southplainscollege.edu). I answer emails Mon-Fri, 9am to 5pm. Please allow 24 hours for response on weekdays and 48 hours on weekends, as I do not answer emails over weekends. Students must contact me using their **SPC email** and I expect student to also check their SPC emails daily as this is one of the main ways I will be distributing information.

Blackboard: I will use Blackboard in this course primarily for important course announcements, reminders, PowerPoint handouts (posted prior to the lecture), Quizzes, and to post grades. I recommend checking Blackboard before each class so you can print off/access lecture slides. Firefox or Safari internet browsers are recommended. **Do not email me through the blackboard system, directly message me from your student email.**

Academic Integrity

- It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present any work as their own which he or she has not honestly performed is regarded SPC as a most serious offense and renders the offender liable to serious consequences, possibly suspension.
- Any student caught cheating on an exam will be dropped immediately from the course with an "F". Any student caught cheating on a quiz will receive a permanent 0 for that grade that may not be dropped or replaced.

Electronic Devices

- ALL electronic devices should be silenced inside the classroom. Devices that may be out during lecture include laptops, tablets, and in *special circumstances*, cell phones.
- If an electronic device goes off repeatedly during lecture or lab, **5 points will be deducted from the student's next major exam grade per incident.**
- If a device is being utilized for anything other than what is being covered in class that day, the student will be dismissed from class and will receive a 0 for the day. If a student is a repeat offender and cannot control their electronics usage out of respect for others, the student will be dismissed from the course.
- **Phones and smartwatches must be put away during exams.**
- **Audio recordings of lectures are allowed but you may NOT video record the lectures or take photos.**

Privacy

The federal law guaranteeing student privacy is the policy of this instructor as well as that of SPC. This means that I will not discuss your grade with anyone other than YOU.

Dismissal Policy

A high standard of conduct is expected of all students. It is assumed that obedience to the law, respect for properly constituted authority, personal honor, integrity, and common sense will guide the actions of each member of this class. Any student who fails to perform to expected standards will be asked to withdraw from the class. Descriptions of misconduct are listed in the South Plains College Student Guide.

Diversity Statement [\(4.1.1.1.\)](#)

In this class, the instructor will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of use to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Special Accommodations [\(4.1.1.2.\)](#)

Any student with special accommodations should identify themselves the first week of class. The student is responsible for providing the necessary documentation from the SPC Disabilities Services offices.

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland Student Health & Wellness Center 806-716-2577, Reese Center (also covers ATC) Building 8: 806-716-4675, Plainview Center Main Office: 806-716-4302 or 806-296-9611, or the Health and Wellness main number at 806-716-2529.

Material Safety Data Sheets (MSDS)

These data sheets detail any potential hazards which may be incurred while utilizing various chemicals in the laboratory. The MSDS notebook is located in room 146 of the science building. Please ask the instructor if you need assistance.

Title IX Pregnancy Accommodations Statement [\(4.1.1.4\)](#)

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email cstraface@southplainscollege.edu for assistance.

Campus Concealed Carry

South Plains College permits the lawful carry of concealed handguns in accordance with Texas

state law, and Texas Senate Bill 11. Individuals possessing a valid License to Carry permit, or the formerly issued Concealed Handgun License, may carry a concealed handgun at all campus locations except for the Natatorium. For a complete list of campus carry exclusions zones by event, please visit: <http://www.southplainscollege.edu/campuscarry.php>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Emergency Response: Register for SPC’s emergency alert systems. In the event of an emergency during class, you **MUST** follow the directions of your instructor(s) and emergency personnel for evacuation to designated assembly areas.

Fire Alarms – Ensure any active experiments are shut down, i.e. don’t cause another situation. Leave the room immediately. Make your way to the predetermined “meet-up” location outside of the building.

Tornado Warnings – Ensure any active experiments are shut down, i.e. don’t cause another situation. Leave the room immediately. Make your way to an area within the building with no windows.

Active Shooters – Follow the directions given by the instructor. **ALiCE Active Shooter Response Training Sessions are made available to students throughout each semester.**

Tentative Schedule:

Schedule may change when needed. Students will be notified ahead of time.

<i>Tentative Lecture and Exam Schedule</i>					<i>Laboratory Schedule</i>
Date	Topic	Textbook Chapters	Assignments (Required reading is from the Photographic Atlas)	Exercise	
Week 1	15 Jan.	Course Intro/ Life Defined	Ch. 1		Intro to Blackboard Ex. 1 Word Roots
	17 Jan.	Chemistry of Life/Organic Chemistry	N/A	Quiz 1 (BB)	Ex. 2 Scientific Method
Week 2	22 Jan.	Cell Structure & Function	Ch. 2	Pg. 1-3, 13	Ex. 3 Microscopes
	24 Jan.	Cell Structure & Function/ Nucleic Acids & Protein Synthesis	Ch. 2 & 3	Quiz 2 (BB)	Ex. 4 Mitosis
Week 3	29 Jan.	Nucleic Acids & Protein Synthesis	Ch. 3		Ex. 7 Genetic Problem
	31 Jan.	Genetics	Ch. 3	Quiz 3 (BB) Test bank #1	Ex. 6 Genes in a Bottle Ex.5 Transcription/Translation
Week 4	5 Feb.	EXAM 1			NO LAB
	7 Feb.	Evolution & Natural Selection	Ch. 4	Quiz 4 (BB)	Ex. 8 Darwin Video
Week 5	12 Feb.	Evolution of Populations & Speciation	Ch. 5		Ex. 9 Evolution of Populations
	14 Feb.	Classification and Taxonomy Animal Body Plans	Ch. 7	Quiz 5 (BB)	Ex. 10 Taxonomy & Animal ID
Week 6	19 Feb.	Phylum Porifera Phylum Cnidaria	Ch. 9	Pg. 29, 33-34	Ex. 11 Protozoans Ex. 12 Invertebrates I
	21 Feb.	Phylum Platyhelminthes	Ch. 10	Pg. 43 Quiz 6 (BB) Test bank #2	Ex. 13 Platyhelminthes

Week 7	26 Feb.	EXAM 2			NO LAB
	28 Feb.	Phylum Mollusca	Ch. 11	Pg. 51-52 Quiz 7 (BB) <u>Insect Collections</u>	Ex. 13 Mollusca Ex. 14 Squid Dissection
Week 8	5 Mar.	Phylum Annelida Phylum Nematoda	Ch. 12 & 13	Pg. 61, 69	Ex. 13 Annelids/Nematodes Ex. 14 Earthworm Dissection
	7 Mar.	Phylum Arthropoda	Ch. 14 & 15	Pg. 75 Quiz 8 (BB)	Ex. 13 Arthropods
Week 9	11-15 Mar.	Spring Break			
Week 10	19 Mar.	Phylum Arthropoda (cont.)	Ch. 14 & 15		Ex. 14 Crayfish Dissection
	21 Mar.	Phylum Echinodermata	Ch. 16	Pg. 91-92 Quiz 9 (BB) Test bank #3	Ex. 13 Echinoderms Ex. 14 Sea Star Dissection
Week 11	26 Mar.	EXAM 3			NO LAB
	28 Mar..	Intro to Phylum Chordata Fishes	Ch. 17 & 18	Pg. 99-100, 107-108 Quiz 10 (BB) <u>Insect Collections DUE</u>	Ex. 15 Invertebrate Chordates/Fish Taxonomy Ex. 16 Perch Dissection
Week 12	2 Apr.	Class Amphibia Class Reptilia (non-avian reptiles)	Ch. 19 & 20	Pg. 119, 131-132	Ex. 15 Amphibians & Reptiles Ex. 16 Frog Dissection
	4 Apr.	Class Reptilia (birds)	Ch. 21	Quiz 11 (BB) <u>Bird Lists</u>	Ex. 15 Birds Intro to Birding
Week 13	9 Apr.	Mammals	Ch. 22	Pg. 155-156	Ex. 15 Mammals
	11 Apr.	Animal Interactions/Behavior	N/A	Quiz 12 (BB) Test bank #4	TBD
Week 14	16 Apr.	EXAM 4			NO LAB
	18 Apr.	Animal Form and Function Circulatory System	Ch. 23 & 26	<u>Bird Lists DUE</u> Quiz 13 (BB)	Ex. 17 Skeletal System
Week 15	23 Apr.	Respiratory System Immune System	Ch. 26		Human Torso Model Day 1
	25 Apr.	Digestive system and Animal Nutrition		Quiz 14 (BB)	Human Torso Model Day 2
Week 16	30 Apr..	Nervous System	Ch. 27 & 24		Human Torso Model Day 3
	2-May	Endocrine System Urinary System Reproductive System	Ch. 25, 28 & 29	Quiz 15 (BB) Test Bank #5	Ex. 19 Cow Eye
Week 17	6-9 May	FINALS WEEK			
	Section 003	FINAL EXAM- May 7th, 1:00PM – 3:00PM			
	Section 004	FINAL EXAM- May 7th, 6:00PM – 8:00PM			

The last day to drop a course is April 25th.

The above schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better student learning.