BIO 010: Introduction to Biology Laboratory Mon 12-1:50 PM Boehm 230

 Instructor: Dr. Matthew D. Stone
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the Biology faculty at Kutztown University of Pennsylvania, Kutztown, PA.

Tentative Lab Schedule:

Date	Lab Topic	Assigned Reading	Assignment
Jan 27	PIPS & Investigating Termite Behavior	3-18	
Feb 3	Intro to Microscope & Eukaryotic Organisms	19-34	Q
Feb 10	Plant and Animal Cells	55-62	Q
Feb 17	Intro to Microorganisms & Our Environment	69-76	Q & A
Feb 24	Mitosis	77-88	Q & A
Mar 3	Meiosis/Genetics I	89-116	Q
Mar 10	DNA/Biotechnology	117-128	Q & A
Mar 17	Spring Break - No Lab		
Mar 24	Biodiversity: Plants	129-146	Q & A
Mar 31	Evolution	157-162	Q
Apr 7	Biodiversity: Animals	147-156	Q & A
Apr 14	Investigating Heart Function	185-196	Q
Apr 21	Water Quality in the Environment	35-48	Q
Apr 28	Campus as an Ecological Community	49-54	Q

Note. Quizzes (Q) and Assignments (A) are listed on the day they occur or are due, respectively.

Grading:

- 1) Quizzes: will be given at the beginning of each lab and will consist of a mixture of questions from the previous week and current week material. If you are late to a lab and miss a quiz you will receive a zero for the quiz. Your 2 lowest quiz scores will be dropped; however, **missed quizzes due an unexcused absence will not be dropped**.
- 2) Assignments: will consist of a series of thought questions after you have completed each lab. These are due the following week at the beginning of lab. Late assignment will be penalized 20% for each it is late day (including weekends). If you arrive late to class the assignment will be considered one day late.
- 3) Participation: 26 points (2/lab) will be devoted to assessing the quality of your participation in lab. Examples of quality participation include: arriving on time, asking questions, staying the entire time, staying on task, completing all lab activities in their entirety.

Point Breakdown

Participation: 13 labs @ 2 pts each 26 pts 10 Quizzes @ 15 points each 5 Assignments @ 10 point 50 pts Lab Total 226 pts

Your lab grade counts for 1/3 of your grade for the course.

Attendance: Regular attendance in lab is mandatory. You will forfeit all points for any quiz and assignment associated with a lab that you miss for an unexcused reason. The university recognizes certain activities and events as legitimate reasons for missing class. These include death in the immediate family, religious observance, academic field trips, participation in an approved concert or athletic event, direct participation in university disciplinary hearings, illness, and jury duty. Students who have missed a lab for a legitimate, verifiable reason, must make up the lab at an available make-up session, within 1 week. Students must obtain written permission (e.g. email or handwritten note) from the lab professor for admission to a make-up lab. You must contact your lab instructor within 24 hours of missing lab with written verification of the absence. Students who have missed two or more labs and have not made them up will be given zero points total for the lab portion of the course.

<u>Lab Safety</u>: The Biology Department has a lab safety policy to help ensure your safety. The policy is found in the lab manual. You are required to sign an agreement that you will abide by the policy.

<u>Academic Honesty</u>: I take academic honest very seriously and will sanction violations to the fullest extent allowable under University policy. Academic dishonesty will blemish your record for life, please don't risk it. In this course quizzes and assignments are required to be performed individually. In certain labs you may be asked to work with classmates; however, <u>all</u> turned in work must be done on your own. Please review the University academic honesty policy in *The Key*.

<u>Accommodations</u>: If you need, or think you may need, accommodations for any disability, I encourage you to contact me and the Disability Services Office (215 Stratton Administration Building, 610-683-4108) as soon as possible.

Etiquette: I strive to maintain a professional and productive learning environment for you and your fellow classmates. Please refrain from talking with classmates while I am addressing the class. Such behaviors are distracting and disrespectful to me and your classmates. Use of cell phones or personal electronic devices at any time is prohibited unless specifically authorized by me. **If I see you sending texts, receiving texts, talking on your phone, etc. during class, I will reduce your overall lab percentage**. Your final percentage will be lowered 2% for the first offense, 5% for the second offense, and 10% for each additional offense. You are expected to arrive to class on-time, and you should expect the same from me. If I am ever late to class each person present (and on time) will be given a bonus worth 1% of their lab grade.

<u>Late Assignments</u>: Assignments will be docked 10% per day late (including weekends). If you are late to lab, assignments will be considered one day late.