



1. **Lab Quizzes or Assignments (50%):** You will complete and submit a weekly lab quiz or assignment that will demonstrate your mastery of the skills that you developed in the lab. These quizzes and assignments will be administered through Blazeview. Unless otherwise specified, these assignments are still required for students who have excused absences (although due dates may be altered at the professor's discretion).
2. **Lab Reports (10%):** Throughout the semester, students will learn how to develop and complete an experiment and write a summary of the lab results in standard scientific format. Further information will be provided in lab.
3. **Group Presentations (10%):** Students will deliver an oral presentation the final week of classes
4. **Lab Notebook (10%):** A laboratory notebook is an important element for conducting scientific research. Each student will maintain a lab notebook for recording methods employed in the experiment as well as the experimental results. Students are **required** to have their notebook at every lab class.
5. **Group Participation/Attendance (20%):** You will be graded on your attendance and ability to work with the members of your group. You must be present for the **entire lab** to receive full credit for group participation.

**Attendance Policy:** Students arriving late to lab or leaving early may be counted as present, but the student must discuss the absence with the professor that day after/during/before class. Absences resulting in >20% of missed laboratory time (i.e., three labs) may result in an automatic grade of F as per university policy. Full absence regulations are available in the online catalog at <http://catalog.valdosta.edu/undergraduate/academic-affairs/>

#### **Lab Conduct:**

1. **Please arrive on time.** If you are more than 15 minutes late without clearing it with me, you will not be allowed in the lab.
2. **Bring your notebook** to the lab each week and record data in your notebook.
3. **No eating or drinking in the lab.**
4. You must **take care of lab equipment.** Notify the professor if something is not working properly or if something breaks during the lab. It is your responsibility to properly use the equipment assigned to your seat position. Please notify the professor if equipment is not functioning properly.
5. Cell phones are not to be used in the lab, unless I give permission. **This means no texting during the lab.**
6. A laboratory course is a collaborative effort. You will often work with your lab group or a lab partner. Please **be prepared for the lab each week and be fully engaged in the lab experiments.**

**Mid-term, or in-progress grades:** The instructor is required to submit in-progress grades prior to mid-term (**October 9<sup>th</sup>, 2024**). In theory, a mid-term grade is necessary for students to assess how they are doing in class by midterm. In this course, students will have feedback on several lab quizzes, lab assignments, and any homework or group assignments. Students will be assigned an overall average grade at this point on the normal scale of A-F viewable on Banner. Students receiving a grade of "D" or lower should therefore carefully evaluate their option of dropping this course by midterm without academic penalty. The deadline for withdrawal is listed in Banner about a week later. \*NOTE: Some significant graded components for this class won't be due until after mid-term grades are submitted. Therefore, poor performers will have the ability to improve upon these grades, while high performers are ill-advised to rest upon their laurels.

### LABORATORY SCHEDULE (Tentative per professor's discretion)

Week	Date	Topic
1	Aug. 21	Syllabus and Course Introduction
2	Aug. 28	Introduction to the Scientific Method and Primary Scientific Literature (PSL) – <b>MEET IN COMPUTER LAB. Bailey Science Center 3018</b>
3	Sept. 4	<b>Labor Day – NO CLASSES</b>
4	Sept. 11	Exercise 2 & 3: Basic Light Microscopy of Living Organisms
5	Sept. 18	Exercise 12: Cell Reproduction: Mitosis, Meiosis and Cytokinesis.
6	Sept. 25	Exercise 5: Cellular Water Relations (and what is a lab report? <b>write methods</b> )
7	Oct. 2	Exercise 6: Biochemical Spectroscopy ( <b>write results</b> )
8	Oct. 9	Exercise 7: Protein Extraction & Quantification from Tissues ( <b>write discussion</b> ) <b>MIDTERM GRADES SUBMITTED (October 9<sup>th</sup>)</b>
9	Oct. 16	<b>Fall Break – NO CLASSES</b>
10	Oct. 23	Exercise 8: Enzymology Lab: Basics of Amylase Enzyme Activity <b>(FULL LAB REPORT ASSIGNED)</b>
11	Oct. 30	Exercise 10: Photosynthesis
12	Nov. 6	DNA Extraction and Genetics <b>Submit lab report 1 from enzyme activity lab</b>
13	Nov. 13	Gel Electrophoresis and Data Analysis <b>PRESENTATIONS ASSIGNED</b>
14	Nov. 20	Exercise 16: Bioinformatics <b>MEET IN COMPUTER LAB. Bailey 3018</b>
15	Nov. 27	<b>Thanksgiving Break – NO CLASSES!</b>
16	Dec. 4	<b>TURN IN Lab notebooks. Class Presentations</b>
17	Dec. 11	<b>NO LABS. FINALS WEEK</b>

**Privacy Act (FERPA):** The Family Educational Rights and Privacy Act (FERPA) prohibit the public posting of grades by social security number or in any manner personally identifiable to the individual student. No grades can be given by email or over the telephone, as positive identification cannot be made by this manner. Grades will be posted through Blazeview course website.

**Non-Discrimination and Title IX Statement:** Valdosta State University (VSU) upholds all applicable laws and policies regarding discrimination on the basis of race, color, sex (including sexual harassment and pregnancy), sexual orientation, gender identity or expression, national origin, religion, age, veteran status, political affiliation, or disability. The University prohibits specific forms of behavior that violate Title IX of the Education Amendments of 1972. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex in education programs and activities that receive federal funding. VSU considers sex discrimination in any form to be a serious offense. Title IX refers to all forms of sex discrimination committed against others, including but not limited to: sexual harassment, sexual assault, sexual misconduct, and sexual violence by other employees, students or third parties and gender inequity or unfair treatment based on an individual's sex/gender. The designated Title IX Coordinator for VSU is Ms. Selenseia Holmes. To view the full policy or to report an incident visit: <https://www.valdosta.edu/administration/student-affairs/title-ix/>

**Access Office:** Students with disabilities who are experiencing barriers in this course may contact the Access Office (<https://www.valdosta.edu/student/disability/>) for assistance in determining and implementing reasonable accommodations. The Access Office is located in University Center Room 4136 Entrance 5. The phone numbers are 229-245-2498 (V), 229-375-5871. For more information, please visit VSU's Access Office or email: [access@valdosta.edu](mailto:access@valdosta.edu). To request reasonable accommodations for pregnancy and childbirth, contact Ms. Myia Miller, Title IX Compliance Officer, at [maburden@valdosta.edu](mailto:maburden@valdosta.edu). Please note, you will be required to provide documentation from an appropriately licensed medical professional indicating the requested accommodations are medically necessary.

**COVID-19 related policy:** As the Blazer Creed articulates, members of the VSU community are expected to live by the high standards of civility, integrity, and citizenship and embrace their responsibility as a member of the Blazer community. In recognition of this responsibility, and in response to the best available science and current

guidance from the Centers for Disease Control and Prevention and the Georgia Department of Public Health, while face coverings are no longer required, individuals are strongly encouraged to continue wearing a face covering indoors. **Unvaccinated individuals are strongly encouraged to get vaccinated. Vaccines remain available at no cost for all members of the university community by appointment at Student Health Services. For COVID Vaccines, please call ahead for an appointment at 229-333-5886.**

**Statement for Scholars:** As a major's biology class, you are all scholars. While I would be overjoyed if every student would read this far into the syllabus, I expect most of you will not. Therefore, I will give one bonus point to any student who randomly emails me an awesome photo of their favorite Syngnathidae within the first two weeks of class. With the scientific name (*Genus species*) of said organism in the subject line.

**SOI Statement:** At the end of the term, all students will be expected to complete an online Student Opinion of Instruction survey (SOI) that will be available through SmartEvals. Students will receive an email notification through their VSU email address when the SOI is available (generally at least one week before the end of the term). SOI responses are anonymous to instructors/administrators, and they will be able to access results only after they have submitted final grades. Before final grade submission, instructors will not be able to see any responses, but they can see the percentage of students who have or have not completed their SOIs. While instructors will not be able to see student names, an automated system will send a reminder email to those who have yet to complete their SOIs. Students who withdraw or drop a course will also be sent invitations to complete the Dropped Course Survey. Complete information about the SOIs, including how to access the survey, is available on the SOI Procedures webpage.