Syllabus for BIOL-1-E3300

Course Information

Semester & Year: Spring 2022
Course ID & Section #: BIOL-1-E3300
Instructor's name: Katie Terhaar
Day/Time of required meetings: Asynch lectures, Lab: Thursday 1:15 – 4:25
Location: SC108
Number of proctored exams: 2
Course units: 4.0

Instructor Contact Information

Office location or *Online: Online
Office hours: By appointment
Phone number: (616) 502-0419
Email address: Katie-Terhaar@Redwoods.edu

Catalog Description

An introductory course in life science dealing with basic biological concepts including molecular and cell biology, metabolism, heredity, evolution, ecology, natural history, and biodiversity.

Note: *This course is designed **for non-science majors** and nursing/health occupation students. Not open to students who have completed or who are currently enrolled in BIOL-3.*

Course Student Learning Outcomes *(from course outline of record)*

1. Apply the scientific method to critically evaluate observable phenomena.
2. Describe attributes of life and explain how cells fulfill these characteristics.
3. Relate the mechanisms of evolutionary change to the production of biological diversity.

Prerequisites/co-requisites/ recommended preparation

[If applicable]

Accessibility

College of the Redwoods is committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or Disability Services and Programs for Students (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:

- Eureka: 707-476-4280, student services building, 1st floor
- Del Norte: 707-465-2324, main building near library
- Klamath-Trinity: 530-625-4821 Ext 103

If you are taking online classes DSPS will email approved accommodations for distance education classes to your instructor. In the case of face-to-face instruction, please present your written accommodation

request to your instructor at least one week before the needed accommodation so that necessary arrangements can be made. Last minute arrangements or post-test adjustments usually cannot be accommodated.

Student Support

Good information and clear communication about your needs will help you be successful. Please let your instructor know about any specific challenges or technology limitations that might affect your participation in class. College of the Redwoods wants every student to be successful.

Evaluation & Grading Policy

- Lecture Quizzes (12) – 10%
  - Lowest two will be dropped
- Lab Quizzes (12) - 10%
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- Lecture Midterm (1) -10%
- Lecture Final (1) - 15%
- Lab Midterm (1) -10%
- Lab Final (1) – 15%
- Lab Notebook (1) -10%
- Group Project (1) – 15%
- Participation - 5%

Grading Scale

< 60%	60-69%	70-76%	77-79%	80-82%	83-86%	87-89%	90-92%	93-100%
F	D	C	C+	B-	B	B+	A-	A

Admissions deadlines & enrollment policies

Spring 2022 Dates
- *Classes begin: 01/15/22*
- *Last day to add a class: 01/21/22*
- *Martin Luther King, Jr's Birthday (all campuses closed: 01/17/22*
- *Last day to drop without a W and receive a refund: 01/28/22*
- *Census date (or 20% into class duration): 01/31/22*
- *Last Day to file P/NP (only courses where this is an option) 02/11/22*
- *Lincoln's Birthday (all campuses closed): 02/18/22*
- *Presidents Day (all campuses closed): 02/21/22*
- *Last day to petition to graduate or apply for certificate: 03/03/22*
- *Spring Break (no classes): 03/14/22-03/19/22*
- *Last day for student-initiated W (no refund): 04/01/22*
- *Last day for faculty-initiated W (no refund): 04/01/22*

- *Final examinations: 05/07/22-05/13/22*
- *Semester ends: 05/13/22*
- *Grades available for transcript release: approximately 05/30/22*

Academic dishonesty

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the College Catalog and on the College of the Redwoods website.

Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the College Catalog and on the College of the Redwoods website.

Inclusive Language in the Classroom

College of the Redwoods aspires to create a learning environment in which all people feel comfortable in contributing their perspectives to classroom discussions. It therefore encourages instructors and students to use language that is inclusive and respectful.

Setting Your Preferred Name in Canvas

Students have the ability to have an alternate first name and pronouns to appear in Canvas. Contact Admissions & Records to request a change to your preferred first name and pronoun. Your Preferred Name will only be listed in Canvas. This does not change your legal name in our records. See the Student Information Update form.

Canvas Information

If using Canvas, include navigation instructions, tech support information, what Canvas is used for, and your expectation for how regularly students should check Canvas for your class.
Log into Canvas at https://redwoods.instructure.com
Password is your 8 digit birth date
For tech help, email its@redwoods.edu or call 707-476-4160

Canvas Help for students: https://webapps.redwoods.edu/tutorial/
Canvas online orientation workshop: Canvas Student Orientation Course (instructure.com)

Community College Student Health and Wellness

Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges Health & Wellness website.

Wellness Central is a free online health and wellness resource that is available 24/7 in your space at your pace.

Students seeking to request a counseling appointment for academic advising or general counseling can email counseling@redwoods.edu.

Emergency procedures / Everbridge

College of the Redwoods has implemented an emergency alert system called Everbridge. In the event of an emergency on campus you will receive an alert through your personal email and/or phones. Registration is not necessary in order to receive emergency alerts. Check to make sure your contact information is up-to-date by logging into WebAdvisor https://webadvisor.redwoods.edu and selecting 'Students' then 'Academic Profile' then 'Current Information Update.'

Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions. For more information see the Redwoods Public Safety Page.

In an emergency that requires an evacuation of the building anywhere in the District:
- Be aware of all marked exits from your area and building
- Once outside, move to the nearest evacuation point outside your building
- Keep streets and walkways clear for emergency vehicles and personnel

Do not leave campus, unless it has been deemed safe by the campus authorities.

Del Norte Campus Emergency Procedures

Please review the Crescent City campus emergency map for campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information, see the Redwoods Public Safety Page.

Eureka Campus Emergency Procedures

Please review the campus emergency map for evacuation sites, including the closest site to this classroom (posted by the exit of each room). For more information on Public Safety go to the Redwoods Public Safety Page It is the responsibility of College of the Redwoods to protect life and property from the effects of emergencies within its own jurisdiction.

In the event of an emergency:

1. Evaluate the impact the emergency has on your activity/operation and take appropriate action.
2. Dial 911, to notify local agency support such as law enforcement or fire services.

3. Notify Public Safety 707-476-4111 and inform them of the situation, with as much relevant information as possible.
4. Public Safety shall relay threat information, warnings, and alerts through the Everbridge emergency alert system, Public address system, and when possible, updates on the college website, to ensure the school community is notified.
5. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet, (evacuation to a safe zone, shelter in place, lockdown, assist others if possible, cooperate with First Responders, etc.).
6. If safe to do so, notify key administrators, departments, and personnel.
7. Do not leave campus, unless it is necessary to preserve life and/or has been deemed safe by the person in command.

Klamath Trinity Campus Emergency Procedures

Please review the responsibilities of, and procedures used by, the College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to communicate to faculty, staff, students and the general public during an emergency. It is the responsibility of College of the Redwoods, Klamath-Trinity Instructional Site (KTIS) to protect life and property from the effects of emergency situations within its own jurisdiction.

1. In the event of an emergency, communication shall be the responsibility of the district employees on scene.
   a. Dial 911, to notify local agency support such as law enforcement or fire services.
   b. If safe to do so, notify key administrators, departments, and personnel.
   c. If safe to do so, personnel shall relay threat information, warnings, to ensure the school community is notified.
   d. Contact 530-625-4821 to notify of situation.
   e. Contact Hoopa Tribal Education Administration office 530-625-4413
   f. Notify Public Safety 707-476-4111.
2. In the event of an emergency, the responsible district employee on scene will:
   a. Follow established procedures for the specific emergency as outlined in the College of the Redwoods Emergency Procedure Booklet.
   b. Lock all doors and turn off lights if in lockdown due to an active shooter or similar emergency.
   c. Close all window curtains.
   d. Get all inside to safe location Kitchen area is best internal location.
   e. If a police officer or higher official arrives, they will assume command.
   f. Wait until notice of all is clear before unlocking doors.
   g. If safe to do so, move to the nearest evacuation point outside building (Pooky's Park), directly behind the Hoopa Tribal Education Building.
   h. Do not leave site, unless it has been deemed safe by the person in command. Student Support Services (required for online classes)

Student Support Services

The following online resources are available to support your success as a student:
- CR-Online (Comprehensive information for online students)
- Library Articles & Databases
- Canvas help and tutorials
- Online Student Handbook

[Counseling](#) offers assistance to students in need of professional counseling services such as crisis counseling.

Learning Resource Center includes the following resources for students

- [Academic Support Center](#) for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- [Library Services](#) to promote information literacy and provide organized information resources.
- [Multicultural & Diversity Center](#)

Special programs are also available for eligible students include

- [Extended Opportunity Programs & Services (EOPS)](#) provides services to eligible income disadvantaged students including: textbook award, career academic and personal counseling, school supplies, transportation assistance, tutoring, laptop, calculator and textbook loans, priority registration, graduation cap and gown, workshops, and more!
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in [Eureka](#) or in [Del Norte](#)
- The [Veteran's Resource Center](#) supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

Syllabus for General Biology (BIOL-1), Spring 2022

Course Information

Semester and Year: Spring 2022
Course ID: BIOL-1-E3300
Instructor's Name: Katie Terhaar (she/her)
Course Units: 4.0

Instructor Contact Information

Office Hours and Location: Online, by appointment

Email address: Katie-Terhaar@Redwoods.edu

Phone Number: *EMERGENCY USE ONLY!* (Text works best) (616) 502-0419

Class Description

An introductory course in life science dealing with basic biological concepts including molecular and cell biology, metabolism, heredity, evolution, ecology, natural history, and biodiversity.

Note: *This course is designed* **for non-science majors** *and nursing/health occupation students. Not open to students who have completed or who are currently enrolled in BIOL-3.*

<u>*NOTE: There will be a required field trip for one of the labs. You will be responsible for your own transportation. We will be outdoors, so please plan accordingly.</u>**

<u>Course Student Learning Outcomes</u> *(from course outline of record)*

1. Apply the scientific method to critically evaluate observable phenomena.
2. Describe attributes of life and explain how cells fulfill these characteristics.
3. Relate the mechanisms of evolutionary change to the production of biological diversity.

<u>Required Materials</u>

Textbook: https://openstax.org/books/concepts-biology/pages/1-introduction
        (Yep, its free!)

Lab thingies:
        We will be drawing on several resources for our labs. This manual will comprise a large portion of the material we will cover. Keep an eye on Canvas, as other *REQUIRED* lab manual supplements may be posted.

<u>Accessibility</u>

Students will have access to online course materials that comply with the Americans with Disabilities Act of 1990 (ADA), Section 508 of the Rehabilitation Act of 1973, and College of the Redwoods policies. Students who discover access issues with this class should contact the instructor.
College of the Redwoods is also committed to making reasonable accommodations for qualified students with disabilities. If you have a disability or believe you might benefit from disability-related services and accommodations, please contact your instructor or Disability Services and Programs for Students (DSPS). Students may make requests for alternative media by contacting DSPS based on their campus location:
- • Eureka: 707-476-4280, student services building, 1_{st} floor
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- • Klamath-Trinity: 530-625-4821 Ext 103

During COVID19, approved accommodations for distance education classes will be emailed to the instructor by DSPS. In the case of face to face instruction, please present your written accommodation request to your instructor at least one week before the first test so that necessary arrangements can be made. Last-minute arrangements or post-test adjustments cannot usually be accommodated.

<u>Covid-19</u>

Yeesh, it's been a crazy two years. The pandemic fatigue is real. But here you are!! In your lane, hydrated, thriving, glowing! Just the fact you have signed up for this class, that you are taking on this extra can of stressful worms to either begin or continue your academic career is a huge accomplishment! Yay you!! Give yourself a pat on the back! This being said, life happens. I know we all know to stay home if we're not feeling well, but to me, this means both **_mentally_** or **_physically_**. Depression and anxiety are at all-time highs among young adults (a demographic most of you fit). If you need a day to hang out in your PJs, cuddle with your cat, and binge watch Bob's Burgers while eating an entire tub of chocolate chip cookie dough Haagen-Dazs, yes, do it. If the ocean is flat, and the visibility *finally* is amazing in Trinidad harbor, and you need a day to go spearfishing because staring at a computer screen for *one more second* will make your brain turn to scrambled eggs, and this is how you self-care, go do it!...full disclosure, I have skipped classes to do both of these things (ha! Bet you didn't know your instructor is a human too!). Whatever your "I need a break" day looks like. Just don't forget to study up on what you missed when you're finished with your break (asking a trusted pal for notes is always a good plan). Please use this power wisely. Missing lectures can be easily caught up on by studying the class PowerPoints, but missing labs are much more difficult to make up (so if you do need a break day, try to do it on a lecture day).

Seriously though, I don't know what your life beyond school is like, or what challenges you may be facing. I know Covid has been a game-changer for everyone, and it has been difficult for so many people. As your instructor, I am here to support you in your academic career in any way I can. If something interfering is with your learning, whether in class or outside of class, please reach out to me and I will try to help. This class is going to be a lot of work for most of you. The best thing you can do is keep up with the lessons and ask questions when they arise. If you have read this far, email me a picture of a baby capybara, and you will get two points extra credit on your next lecture quiz. Don't forget, I am here to help you succeed.

<u>Additional Support:</u>
• Resources, tools, and trainings regarding health, mental health, wellness, basic needs and more designed for California community college students, faculty and staff are available on the California Community Colleges Health & Wellness website.
• Wellness Central is a free online health and wellness resource that is available 24/7 in your space at your pace.
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Important for Nursing Program Students:

• The CR Nursing Program's "Repeatability Rule": Students must earn a cumulative 2.5 GPA in BIOL-2, BIOL-6, and BIOL-7 in order to apply to the CR nursing program. If you pass these classes with C's, you will not earn a 2.5 GPA. Additionally, if you pass a class with a C, you cannot retake it at CR to improve your grade. The only way you can retake a class at CR is if you fail it (with a D or F). Keep this in mind when deciding whether or not to drop one of these 3 biology courses.

• The prerequisites for BIOL-7 (Human Physiology) include: BIOL-6 and CHEM-2 (or 1A). You can't register for BIOL-7 unless you've taken AND PASSED the prerequisites. If you think this might affect you, please plan ahead.

• Before you can register for BIOL-2 (Microbiology), you must be taking, OR HAVE TAKEN, CHEM-2 or CHEM-1A.

• To register for CHEM-2, there are no math prerequisites. To register for CHEM-1A, you need at least MATH-120.

• While CHEM-2 is required for the previous courses, CHEM-1A will also meet the requirement. However, you must have taken either high school chemistry OR CHEM-100 if you want to register for CHEM-1A.

Admissions deadlines & enrollment policies

Students who have experienced extenuating circumstances can complete & submit the **Excused Withdrawal Petition** to request an Excused Withdrawal (EW) grade instead of the current Withdrawal (W) or non-passing (D, F & NP) grades. The EW Petition is available from the Admissions and Records Forms Webpage. Supporting documentation is required.

Academic dishonesty
(Yo. Just don't cheat)

In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam and may be reported to the Chief Student

Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the College Catalog and on the College of the Redwoods website.

Note: Plagiarism is a form of cheating. Therefore, **all written work you turn in must be in YOUR OWN WORDS**. If you choose to use someone else's exact words, you must credit the source and put the words in quotations. *If you choose to plagiarize any work for this class, you will receive a zero on the assignment, even if you have permission to work on an assignment with other students from the class. This is particularly important for labs and exams.* (To sum this up-give credit where credit is due. You would be really unhappy if someone quoted your research or work without giving you credit…)

Disruptive behavior

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; intentional misgendering; and physically or verbally abusive behavior. In such cases where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, the student may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website. Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the College Catalog and on the College of the Redwoods website.

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Password is your 8 digit birth date
For tech help, email its@redwoods.edu or call 707-476-4160

Canvas Help for students: https://www.redwoods.edu/online/Help-Student
Canvas online orientation workshop: https://www.redwoods.edu/online/Home/Student-Resources/Canvas-Resources

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- Library Articles & Databases
- Canvas help and tutorials
- Online Student Handbook
- Counseling offers assistance to students in need of professional counseling services such as crisis counseling.
- Learning Resource Center includes the following resources for students
- Academic Support Center for instructional support, tutoring, learning resources, and proctored exams. Includes the Math Lab & Drop-in Writing Center
- Library Services to promote information literacy and provide organized information resources.
- Multicultural & Diversity Center
- If you have read this far, email me a PG-rated funny biology-related meme. You will earn two points extra credit toward your next lecture quiz, and I may use it in class (let me know if you want your name included as its creator or "discoverer").

Special programs are also available for eligible students include

- Extended Opportunity Programs & Services (EOPS) provides financial assistance, support and encouragement for eligible income disadvantaged students at all CR locations.
- The TRiO Student Success Program provides eligible students with a variety of services including trips to 4-year universities, career assessments, and peer mentoring. Students can apply for the program in Eureka or in Del Norte
- The Veteran's Resource Center supports and facilitates academic success for Active Duty Military, Veterans and Dependents attending CR through relational advising, mentorship, transitional assistance, and coordination of military and Veteran-specific resources.
- Klamath-Trinity students can contact the CR KT Office for specific information about student support services at 530-625-4821

Schedule **(Tentative. Subject to change, cuz y'know…life..)**

Week	Lecture	Lecture Quiz	Book/Lab Outline	Lab	Lab Quiz	Other Stuff
1	Intro, Chemistry of Life	Yes	Lab 1	Lab Orientation, Lab Notebook,	Yes	

				Group Project, Safety in the Lab, Scientific Method, and Graphing		
2	Chemistry of Life, Cellular Organization	Yes	Lab 2	Chemistry of Life	Yes	
3	Cellular Dynamics	Yes	Lab 3	Microscopy and Cells	Yes	
4	Energy and Metabolism, Cellular Respiration	Yes	Lab 4	Osmosis and Diffusion	Yes	
5	Cellular Respiration, Photosynthesis	Yes	Lab 5	Cellular Respiration	Yes	
6	DNA Structure, Mitosis and the Cell Cycle	Yes	Lab 6	DNA and Cell Function	Yes	
7	Mitosis and Meiosis	Exam	Lab 7and 8	Mitosis and Meiosis	Yes	**Take Home Lecture Exam 1**
8	Transcription and Translation, Mendelian Genetics	Yes	Exam	**Lab Exam 1 (In Class)-Turn in Notebooks after Exam**	Exam	
9	Spring Break					
10	Chromosomes and Genes	Yes	Lab 9	Mendelian Genetics	Yes	
11	Darwin and Evolution, Natural Selection, Life on Earth (and elsewhere?)	Yes	Lab 10	Human Inheritance	Yes	
12	Diversity of Life: Viruses, Bacteria	Yes	Lab 11	Evolution and Natural Selection	Yes	
13	Diversity of Life: Archaea, Protists	Yes	Lab 13	Biodiversity	Yes	Field Trip. TBD.
14	Diversity of Life: Fungi and Plants	Yes		**Group Projects**	Yes	

15	Diversity of Life: Animals, Diversity in the Sciences: Increasing Awareness of Voices from Marginalized Communities; Final Review	No		**Lab Final**	Exam	Lab Notebooks due after exam
Final: Comprehensive. Open May 7 to May 12						