Instructor: Gavan M. Albright, MS.
Biology 100 – Fundamentals of the Cell

Course Description:
A one-quarter introduction to biological principles for non-majors or for students starting in life sciences. Topics include: diversity of life; basic cellular anatomy and biochemical processes; evolution and genetics; ecology and environmental issues; and an overview of human anatomy/physiology. Laboratory included.

Prerequisites (completed with a “C” or better):
English 95
Math 90
Reading 95

Contact Information:
E-mail: galbright@tacomacc.edu
Office Telephone: (253) 460-4372
When leaving telephone messages speak clearly and slowly. Give your full name, course and telephone number at the beginning of the message. Please leave only 1 message (telephone or e-mail) per 24-hr period.

Faculty & Course Website:
http://www.tacomacc.edu/home/galbright/

College Learning Outcomes
Tacoma Community College has identified six college-wide learning outcomes that form the foundation of our educational emphasis:

1) communication (COM)
2) critical thinking (CRT)
3) responsibility & ethics (RSP)
4) information & information technology (IIT)
5) living and working cooperatively (LWC)
6) core of knowledge (COK)
Course Objectives

- Understand and participate in the scientific method. (COM, CRT)
- Know the major taxonomic groups and their evolutionary relationships. (CRT)
- Think about biological issues across a relevant size spectrum from subatomic particles to the ecosphere. (CRT)
- Understand and utilize basic chemistry and elementary biochemistry. (CRT, COM)
- Understand cell structure, organelle function, and the basics of metabolic activities such as cellular respiration and photosynthesis. (CRT)
- Comprehend genetics topics such as DNA replication, mitosis, genetic engineering, viruses, cancer, inheritance, sex, and evolution. (CRT, RSP, LWC)
- Understand basic ecological processes such as nutrient cycling and symbiosis. (CRT, RSP)
- Recognize and understand more of the biological events occurring around and within them. (CRT, RSP, LWC)
- More competently research, interpret, critique, and present biological information. (COM, RSP, IIT, LWC)

Required Textbook


Grading Policy

Evaluation is based upon cumulative percentage of total points derived from:

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Your grades will be posted regularly on Angel. You may access them at any time by logging in to the TCC Portal (input your username & password & press the “sign in” button), clicking on the distance learning tab and clicking on the blackboard link.
Exams, Quizzes & Labs

- Plan to take the exams and quizzes when they are given.
  - Lecture quizzes are given on Monday of the week listed in the syllabus. Lab quizzes are given during your lab period. **If you come in late, you may not take any portions of a quiz that were given prior to your arrival.**
  - Questions for the quizzes and exams originate from lecture, lab, and assigned reading.
  - **Missed quizzes may not be taken later.**
  - One missed lecture exam may be made up during the last week of the semester.
- Lab reports are due the next lab period after the period in which we perform the lab. In some cases, there may be pre-lab information or exercises that must be performed **BEFORE** the lab is performed.
  - **Late lab reports will only be accepted ONCE.**
  - Please turn your lab reports in at the beginning of the lab period.
  - No photocopies will be accepted.

Supplementary Materials

- **Required:**
  - quiz scantrons (form#2020) and exam (form#882-E) scantrons, graph paper.
- **Suggested:**
  - calculator, colored pencils.
- **Cost for all materials and supplies** besides handouts, tests, quizzes, labs, etc. (including printing and copying) are to be born by the student.

Accomodations

**Students with Special Needs:**

Students are responsible for all requirements of the class, but the way they meet these requirements may vary. If you need specific auxiliary aids or services due to a disability, please contact the Access Services office in Building 18 (253) 566-5328. They will require you to present formal, written documentation of your disability from an appropriate professional. When this step has been completed, arrangements will be made for you to receive reasonable auxiliary aids or services. The disability accommodation documentation prepared by Access Services must be given to me before the accommodation is needed so that appropriate arrangements can be made.
Academic Dishonesty

- As stated in the TCC catalog, “Students are expected to be honest and forthright in their academic endeavors. Cheating, plagiarism, fabrication or other forms of academic dishonesty corrupt the learning process and threaten the educational environment for all students.”
- My academic dishonesty policy is as follows:
  - First offense: The student will receive an F (0%) for the assignment.
  - Second offense: The student will receive an F in the course and the student services will be contacted for further potential disciplinary action.
- The complete Administrative Process for Academic Dishonesty is available on the TCC website at: www.tacomacommunitycollege.com/stuonline/policies/start.htm

Conduct

- **Attendance is required** at all lecture and laboratory periods. If you are absent from class, it is your responsibility to check on announcements made while you were absent.
- Please arrive promptly. Your instructor reserves the right to restrict entry into the class or lab room 15 minutes after class has begun.
- Please contribute to the learning atmosphere, clean up after yourself, and come prepared to succeed.
- Class participation is expected.
- Only those students are enrolled in this course may be in the classroom. Please do not bring children, friends, visitors, etc. to class with you.
- During lab, you will perform experiments or exercises designed to illustrate some of the principles of Biology. This may include (but not limited to) working with delicate equipment, chemicals, preserved specimens, dissection equipment, etc.
  - Always conduct yourself in a safe and appropriate manner during the lab sessions.
    - “All students must follow the biological science lab safety procedures and standard operating procedures established by Tacoma Community College, the Science & Engineering Department, and the instructor. Students who repeatedly or willfully violate these procedures may face sanctions, including removal from the course, a failing grade, and referral to the college for action under the Code of Student Rights and Responsibilities. The departmental safety procedures for biological science are available at www.tacomacc.edu/academics/mathematicssciencesandengineeringdivisio n/science/safety.aspx”
- **Food or Beverages are not permitted in the lab room.** You may have food or drink in the lecture halls as long as it doesn’t become disruptive.
- **Set pagers & cell phones in silent mode before you enter lecture or lab!!!** You will lose 10 points each time your cell phone or pager ringer goes off in class!
If you have questions or concerns about this class or me, please come to talk with me first. If we are unable to resolve your concerns, you should next talk with the Chair of the Natural Sciences Department, Ralph Hitz, room 29-234 (253) 566-5297. The Chair can assist with information about additional steps, if needed.

This syllabus and schedule may be subject to change in the event of extenuating circumstances. Any changes to assignments or grading will be announced.