



BIOL 1107L Principles of Biology I Laboratory  
CRN 80201 Tuesdays 3:30-6:20PM Jones 204  
Fall 2023

**Course Format:** Face-to-Face

## INSTRUCTOR INFORMATION

---

**Instructor:** Dr. David Stasek

**Title:** Professor of Biology

**Office:** Jones 215

**Phone:** 912-279-5943

**Office Hours:** MW 10-11, T 9-12, T 1:30-3:30, W 4-5, by appointment, or just stop in and say hi!  
I'm always available to talk to students!

**E-mail:** [dstasek@ccga.edu](mailto:dstasek@ccga.edu) Use this email to contact me, not the D2L email!

**Expected Response Time:** 24 hours on weekdays and 48 hours on weekends to get a response via email.

## COURSE DESCRIPTION

---

### Catalog Description:

BIOL 1107L Principles of Biology I Laboratory 1 credits 3 class hours

Co-requisite: BIOL 1107

This is the laboratory course to accompany Principles of Biology I. This laboratory course will include an introduction to microscope usage, qualitative and quantitative analysis and development of basic laboratory skills.

### Course Learning Outcomes:

- Demonstrate core knowledge of principles of biology
- Interpret the content of assigned readings in biology
- Understand and apply the scientific method
- Communicate scientific information clearly in oral, written, illustrative, and electronic forms

### General Education Outcomes:

In addition to the course learning outcomes, this course will also address these College general education outcomes and competencies:

- Demonstrate the ability to solve problems and draw conclusions by analyzing situations into numeric, graphical, or symbolic form
- Demonstrate the ability to solve problems and draw conclusions by analyzing situations and explaining them in numeric, graphical or symbolic terms
- Demonstrate the knowledge of fundamental scientific concepts, the scientific method, and utilize laboratory procedures to observe natural phenomena

## **COURSE REQUIREMENTS**

---

**Text and Other Materials:** All laboratory materials will be provided to the student on D2L.

**Brightspace (formerly Desire 2 Learn (D2L))** will be used for class communication, content delivery, submitting assignments, and posting of grades. Lack of familiarity with Brightspace/D2L will not be accepted as an excuse for missing assignments.

### **Methods of Evaluation:**

Pre-Lab Quizzes.....	50 pts. (10 @ 5 pts each)
Post-Lab Assignments.....	100 pts. (10 @ 10 pts each)
Lab Report.....	50 points
Peer Review.....	50 points
Lab Assessment.....	100 points

**Total = 350 points**

### **Pre-Lab Quizzes**

Each week prior to lab, students will be expected to complete a short quiz on D2L. The questions on these quizzes will pertain to the information in the lab activity for that week. To prepare, students should read the entire lab assignment. Quizzes are mostly multiple choice but other question formats may be utilized. Each quiz will be worth 5 points and the total from quizzes will be 50 points. Makeup quizzes will be at the discretion of the instructor; see Make-up and Attendance policy below.

### **Post-Lab Assignments:**

Students will answer post-lab/follow-up questions after each lab activity. These are to be completed and turned in by the start of lab the following week. Completed post-lab questions must be turned in on time for full credit. Late assignments will incur a penalty outlined below. The grades on all post-lab assignments will be added together for a total of 100 points.

### **Lab Report:**

Each student will write a lab report on the macromolecules unknowns and will turn in two printed copies of their lab report on the date listed on the schedule. It will need to have the following sections: Introduction, Materials and Methods, Results, and Discussion. We will discuss this report further during lab classes but all information pertaining to the report can be found on D2L. It will be worth 50 points of your final grade. Lab reports submitted late will incur a penalty outlined below. Failure to turn in a report will result in a 0 on this assignment.

### **Peer Review:**

Each student will review one other student's lab report and will provide feedback using the guidelines provided on D2L. Peer reviews should be typed and turned into the instructor on the date listed on the schedule. Late reviews will incur a penalty as described below. This activity will count for 50 points of the overall class. Failure to turn in a peer review will result in a 0 on this

assignment.

**Skills Assessment:** One laboratory assessment is scheduled for the end of the semester. This activity will be used to assess whether or not students have obtained necessary foundational skills and understanding during this course that will benefit them in their upper-level courses. More details on this assessment will be provided at a later date. The assessment will count for 100 points of the total lab grade. Makeup lab assessments are at the professor's discretion and will be handled on a case by case basis.

**Final Grades:** The basis for the final grades will be determined by dividing the total number of points earned by a student by the total number of points the student could possibly earn. The lowest assignment or quiz grade or assignment is **not** dropped. Students may review their quizzes and assignments and receive explanations of corrections and counseling during office hours. Final grades will be assigned according to the following percentage distributions.

Percentage	Grade
90 - 100	A
80 - 89	B
70 - 79	C
60 - 69	D
0 - 59	F

Grading is not based on a curve; there are no predetermined numbers of A's, B's, C's, etc. There will be no extra credit.

### **Late assignments**

All assignments are due **at the beginning of class** on the assigned due date. **Late assignments will receive a 25% penalty per day the assignment is late.** If class starts at 3:30PM, an assignment turned in at 3:31PM is considered late. If an assignment is to be turned in late for a valid reason, it is **your** responsibility to inform the instructor beforehand if possible or as soon as you return. A printer running out of ink is not an acceptable excuse for a late assignment, nor is forgetting to come to class because you need more time to complete the assignment, oversleeping, D2L being down for maintenance, etc. Assignments not turned in will receive a zero.

**Make-Up Work Course Policy:** There will be no make-up quizzes or exams unless you have talked with the instructor before a quiz or exam. If there is an unexpected emergency, illness, or another valid reason you cannot take a quiz or exam, you must talk with me as soon as you return with appropriate documentation for the absence. Oversleeping, forgetting to come to class, and forgetting what date a quiz or exam is on are not valid reasons for missing a quiz or exam and will result in a score of zero. If you miss a quiz or exam, you must provide documentation as to why you missed class such as a doctor's note, the bill from the mechanic if your car broke down, etc. **DO NOT** show up for the next class period and tell me that you were sick or your child was sick and expect to take the quiz or exam. It is not fair to the students who have already taken the quiz or exam and are waiting to have their quizzes and exams returned. Also see the course attendance policy below.

**Expected Feedback Time:** Feedback will be provided within one week when possible. Due to the amount of time needed to grade writing assignments and exams, they may require more than one week to finish grading the entire class's assignments.

**College-wide Policies:** All college policies are in effect during this course. For relevant policies and procedures to the classroom, please visit <https://portside.ccgga.edu/coursepolicies>.

### **Course Cell Phone Policy**

Classroom time is for intellectual activities such as discussion of course material and working on assignments or projects. The use of cell phones and text-messaging does not help us with these endeavors and can be disruptive and disrespectful to myself and other students. **Therefore, I request that you please turn cell phones, iPhones, Androids, Blackberrys, etc. off and put them away during class. No exceptions!** Please inform your friends and family of your class schedules so they do not attempt to contact you during class. **Text messaging is NOT permitted! If a student is observed texting in class, all cell phones for the class will be put away for the day. Cell phones, tablets, laptops, and other devices must be put away and out of sight during quizzes and exams.** If a device is observed out during a quiz or exam for any reason, the student will turn their quiz or exam in immediately. An investigation into whether academic dishonesty occurred will be conducted.

**Course Evaluations:** Course evaluations are completed (online via COAST) by the student during the specified time period before final exams.

**Tutoring Services:** The College offers tutoring services on campus—please inquire at the Student Center for further information.

### **Department of Natural Sciences: Chain of Command**

*Chain of Command for Communication:* As students and future employees, it is critical to understand the importance in communicating needs in the appropriate context. In the event that a student identifies a need or concern in a course, he or she must follow the chain of command for communication as follows:

1. Students will contact the course instructor via phone or e-mail documenting the concern. Email is preferred as it creates a written record of the communication with a date and time stamp.
2. If necessary, a face-to-face meeting with the course instructor may be scheduled.
3. Students will provide adequate time for the course instructor to respond to the concern addressed. Adequate time is defined as the amount of time the course instructor indicates in their syllabus for response times to communications.
4. In the event that the situation is unresolved, candidates will contact the Department Chair of Natural Science, Dr. Colleen Knight, via e-mail ([cknight@ccga.edu](mailto:cknight@ccga.edu)). The e-mail communication should include the previous steps taken and summarize the current status of the issue to date. Please give 48 hours during the business days and 72 hours over weekends to receive a response. (Response times may be longer during campus holidays).
5. If the situation remains unresolved, students will communicate the concern(s) to the following individuals in the following order: 1) Dean, 2) Provost, and 3) President.

### **Course Attendance Policy**

In accordance with this policy, attendance is considered essential to student success in Biology 1107L. Therefore, in this course, each student is expected to be **present** and **on time** for **ALL** classes and laboratories, unless prior permission has been obtained from the instructor.

**Attendance will be taken.** No make-up labs will be given. See the instructor if you are absent for medical reasons, a family emergency, if you will be involved in interviews, or another legitimate reason. Do not schedule other activities prior to the end of lab with the expectation that you can leave early. Please arrive on time. Tardy students will not be given extra time. If a student arrives in class after a quiz has been collected, he/she receives a zero for that quiz. There will be no make-up quizzes or exams for students with unexcused absences!

### **Additional Course Expectations**

*During lecture, casual conversation is not permitted.* Proper class decorum is expected with a minimum of interruptions. A class environment conducive to active learning and participation is expected and encouraged

Walking in and out of the classroom is not permitted. Please ask permission if you need to leave the classroom. Eating and drinking are **NOT** permitted in the laboratory at **ANY** time; see Laboratory Safety policy for proper lab dress and safety policies and procedures.

**Reserve Clause:** The instructor reserves the right to revise, alter, or amend this syllabus as necessary. Students will be notified in writing / email of any such changes.

<b>Dates</b>	<b>Lab Topics - BIOL 1107 Lab</b>
Week 1 Aug 14-18	Introduction to the Lab/Lab Safety
Week 2 Aug 21-25	Scientific Method
Week 3 Aug 28 – Sept 1	Measurements
Week 4 Sept 4 - 8	<b>NO CLASS – LABOR DAY</b>
Week 5 Sept 11 – 15	pH and Biological Buffers
Week 6 Sept 18 – 22	Macromolecules Part 1: Known Solutions
Week 7 Sept 25 – 29	Macromolecules Part 2: Unknown Solutions
Week 8 Oct 2 - 6	<b>Lab Writing Assignment/Working with Word Documents/Peer review introduction</b>
Week 9 Oct 9 – 13	Microscopy & The Cell
Week 10 Oct 16 – 20	Enzymes
Week 11 Oct 23 – 27	<b>Lab Report Due/Peer Review Part 2/CV Explanation</b>
Week 12 Oct 30 – Nov 3	Photosynthesis & Respiration
Week 13 Nov 6 – 10	Mitosis & Meiosis/ <b>Peer Review Due</b>
Week 14 Nov 13 – 17	Genetics & Inheritance
Week 15 Nov 20 – 21 Nov 22 - 24	<b>Emergency Makeup Days (No Class otherwise)</b> <b>NO CLASS – HAPPY THANKSGIVING!</b>
Week 16 Nov 27 – Dec 1	<b>Skills Assessment/Post-survey</b>