Department of Biological Sciences

BIOL 1400 - Introductory Cell Biology

I. Course Information

Course: BIOL 1400 - Introductory Cell Biology
Semester Credit Hours: 3.0
Course CRN and Section: 23052 - DA1
Semester and Year: Fall 2017
Course Start and End Dates: 08/21/2017 - 12/10/2017

II. Instructor Information

Name: Alegre, Adriana
Email: aalegre@nova.edu
Phone: 9542628424
Office Hours:
Faculty will be available via Zoom for all office hours at the link provided.
Office Hours: I am available TR before class from 8:30a.m.- 9:15am for office hours. If these times are not convenient for you, please let me know. I will be happy to schedule an alternative meeting time, if possible. During the week, I am online frequently and answer emails every day, Monday through Saturday. This course is administered by the Department of Biological Sciences. If the instructor cannot be reached, please contact the Department of Biological Sciences at 954-262-8424.

III. Class Schedule and Location

Day	Date	Time	Location	Building/Room
TR	08/22/2017 - 10/05/2017	9:15 AM - 10:30 AM	Ft Lauderdale/Davie Campus	Carl DeSantis Building-3046
T	10/10/2017 - 10/10/2017	10:30 AM - 12:30 PM	Ft Lauderdale/Davie Campus	Carl DeSantis Building-3046
TR	10/17/2017 - 11/30/2017	9:15 AM - 10:30 AM	Ft Lauderdale/Davie Campus	Carl DeSantis Building-3046
T	12/05/2017 - 12/05/2017	10:30 AM - 12:30 PM	Ft Lauderdale/Davie Campus	Carl DeSantis Building-3046

IV. Course Description

This course is an introduction to the basic principles of cell and molecular biology. It includes the study of atomic, molecular, cellular structure and function; biochemical processes and pathways; molecular and

classical genetics. Biology majors may not register for this course without permission of the department chair. Prerequisite: MATH 1000 or higher. Frequency: Every Fall and Winter.

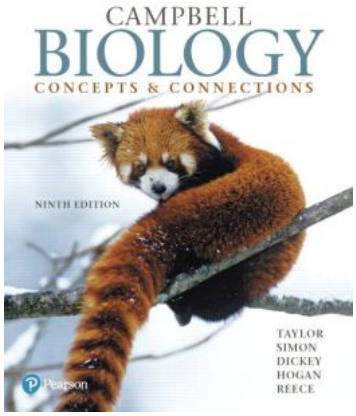
V. Course Objectives / Learning Outcomes

1) Describe the various types of cells and their specialized functions.
2) Describe the structures and functions of prokaryotic and eukaryotic cells.
3) Demonstrate an understanding of extracellular and intracellular metabolic pathways.
4) Demonstrate a familiarity with the evolutionary history of prokaryotic and eukaryotic cells.
5) Describe mitosis, meiosis and basic Mendelian genetics.
6) Demonstrate an understanding of the cellular effects of various diseases, as well as describe the various cells involved in immunity and how these specialized cells function.
7) Describe the mechanisms of DNA replication and gene expression in prokaryotic and eukaryotic cells.

VI. Materials and Resources

Book Url: NSU Book Store

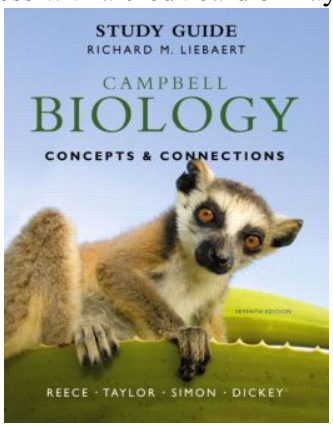
Section Required Texts and Material:



- EDITION: 9TH 18
- PUBLISHER: PEARSON
- ISBN: 9780134240688

MASTERING BIOLOGY To register for BIOL1400 DAI CRN 23052:
1. Go to www.pearsonmylabandmastering.com.
2. Under Register, select Student.
3. Confirm you have the information needed, then select OK! Register now.
4. Enter your instructor's course ID: **alegre49489**, and Continue.
5. Enter your existing Pearson account username and password to Sign In. You have an account if you have ever used a Pearson MyLab & Mastering product, such as MyMathLab, MyITLab, MySpanishLab, MasteringBiology or MasteringPhysics. If you don't have an account, select Create and complete the required fields. 6. Select an access option. Enter the access code that came with your textbook or was purchased separately from the bookstore. Buy access using a credit card or PayPal account. If available, get temporary access by selecting the link near the bottom of the page.
7. From the You're Done! page, select Go To My Courses.
8. On the My Courses page, select the course name BIOL1400 DAI CRN 23052 to start your work. To sign in later:
1. Go to www.pearsonmylabandmastering.com.
2. Select Sign In.
3. Enter your Pearson account username and password, and Sign In.
4. Select the course name BIOL1400 DAI CRN 23052 to start your work.
To upgrade temporary access to full access:
1. Go to www.pearsonmylabandmastering.com.
2. Select Sign In.
3. Enter your Pearson account username and password, and Sign In.

4. Select Upgrade access for BIOL1400 DAI CRN 23052.
5. Enter an access code or buy access with a credit card or PayPal account.



Section Supplemental Material:

- EDITION: 7TH 12
- PUBLISHER: PEARSON
- ISBN: 9780321742582

VII. Course Requirements

Department of Biological Sciences Academic Honesty Policy: Any impropriety (e.g., cheating/plagiarism) on examinations and/or any coursework or enabling any such impropriety may constitute grounds for failing the course. A form describing any academic misconduct will be sent to the Dean's office and kept in the offending student's permanent record. Further disciplinary action may occur at the level of the University according to the University catalog section on academic integrity http://www.nova.edu/undergraduatestudies/forms/2016-17_undergraduate_catalog.pdf

VIII. Course Schedule and Topic Outline

Course Schedule:

LECTURE CLASS SCHEDULE:

The schedule is subject to change and any changes will be announced in class. Short of some extenuating circumstance that might close the University, exam dates are firm so you should plan your schedules accordingly.

Note: The readings for class are indicated in the class schedule. It is expected that you will prepare for class by reading the assigned material early in the week. If you fall behind in this course there is no time to catch up. It is important that you also read the study outlines and use the materials including videos on blackboard. It will help you develop important concepts and guide you through your reading. The concepts in the study guide will assist you in seeing the whole picture. It will help you move your reading from a passive process to an active one. Also, the study questions in the book and on the website, are excellent. After reading the text you should answer the questions in the study guide and be certain you understand the answers.

VII. COURSE SCHEDULE AND TOPIC OUTLINE: Fall 2017

Week	Due Date	Class/lecture	Class assignment
1	8/22 8/24	Introduction and Syllabus The life of the cell	Read chapter 1
2	8/29 8/31	The Chemical Basis of life **Quiz** on Chapter 1	Read chapter 2
3	9/5 9/7	The molecules of cells **Quiz** on Chapter 2	Read chapter 3

4	9/12 9/14	**Exam I (CH 1-3)** A Tour of the cell	Read chapter 4
5	9/19 9/21	A Tour of the cell (cont.) **Quiz** on Chapter 3- The Working Cell	Read chapter 4
6	9/26 9/28	The Working Cell **Quiz** on Chapter 4	Read chapter 5
7	10/3 10/5	How cells harvest chemical energy **Quiz** on Chapter 5	Read chapter 6
8 midterm	10/10 10/12	**Midterm Exam 2 (CH 1-6)** **Please confirm date and time on course wizard.** The cellular basis of reproduction	Read chapter 8
9	10/17 10/19	The cellular basis of reproduction Inheritance	Read chapter 8
10	10/24 10/26	Inheritance (cont.); Intro to patterns of inheritance **Quiz** on Chapter 8	Read chapter 8
11	10/31 11/2	Patterns of inheritance (cont.) **Quiz** on Chapter 8	Read chapter 9
12	11/7 11/9	**Exam 3 (CH 8-9)** Molecular Biology of the gene	Read Chapter 10
13	11/14 11/16	Molecular biology of the gene (cont.) **Quiz** on Chapter 9	Read chapter 10
14	11/21 11/23	How Genes are controlled **Quiz** on Chapter 10 **HOLIDAY- THANKSGIVING DAY**	Read chapter 11
15	11/28 11/30	DNA Technology **Quiz** on Chapter 11	Read chapter 12
16 finals	12/5	**Final Exam 4 (Ch 1-6 & 8-12) Cumulative** **Please confirm date and time on course wizard.**	

Tentative Schedule *Any changes will be posted in announcements & posted in a revised syllabus on Blackboard & Course Wizard

IX. Assessments

GRADING CRITERIA

The final average will be based on class work as follows:

10 Weekly Quizzes = 100 Points (10 points each)
Exam 1 = 100 Points
Mid-Term Exam 2 = 100 Points
Exam 3 = 100 Points
Final Exam = 100 Points
MASTERING BIOLOGY = 100 Points
Total 600 Points

Blackboard ACCESS:
You must be able to access the site for this course through Blackboard to view notes as well as read assignments.
You can login from the NSU homepage www.nova.edu by clicking on Blackboard in the upper right corner of the screen (under Quick Links).
You must have a working NSU e-mail account including username and password (same as for checking your e-mail at your NSU account).
To make sure that you can view the material at this website try going to the website and logging in. You should see your course listed BIOL 1400 lecture. If you do not, or have any difficulty doing this, e-mail me, see me after class, or contact a computer lab assistant and the Nova computer help desk (262-4357). Make sure you are entering the BIOL 1400 Course for the current semester.

X. Grading Criteria

Your final grade is determined by your performance on a number of different tasks:

Percentage	Final Grade
93.0 and above	**A**
90.0-92.9	**A-**
87.0-89.9	**B+**
83.0-86.9	**B**
80.0-82.9	**B-**
77.0-79.9	**C+**
73.0-76.9	**C**
70.0-72.9	**C-**
67.0-69.9	**D+**
60.0-66.9	**D**
59.9 and below	**F**

XI. Course Policies

Department of Biological Sciences Statement on Academic Misconduct**:** Any impropriety (e.g., cheating/plagiarism) on examinations and/or any coursework or enabling any such impropriety may constitute grounds for failing the course. A form describing any academic misconduct will be sent to the Dean's office and kept in the offending student's permanent record. Further disciplinary action may occur at the level of the University according to the University catalog (http://www.nova.edu/undergraduatestudies/forms/2017-2018_undergraduate_catalog.pdf) - section on academic integrity.

COURSE REQUIREMENTS AND POLICIES:

Attendance: Attendance is **required** at **all** lectures, labs, and exams. Absence from class may adversely affect your grade since you will not be present to hand in assignments and you will miss course material. There will be no makeup quizzes or assignments unless exceptional conditions occur as defined in the College catalog. In the case of a truly exceptional condition, **prior** permission from your professor is required. It is your responsibility to contact me before you miss a class or assignment!

Emergencies: Contact your professor as soon as possible (prior to class) if you have an emergency that is causing you to miss an exam or an assignment. Failure to do so will result in your being unable to make up the missed work. **Expect to provide documentation of your emergency. It is University policy.**
Student Responsibilities: It is the student's responsibility to keep up with the course work. All assignments are due as indicated. If you cannot access an assignment or blackboard, first contact the technical Support helpdesk for assistance. If they are unable to help you, then contact me. **You are responsible for the information given in class. Check Blackboard often as announcements, practice work, study guides, lecture videos, quizzes will be posted every week.**

Expectations: I expect you to come to me during or after class or office hours when you don't understand something. Your questions during class (preferably) will help with clarifications, where other students will also benefit from the explanation. Alternatively, email me or if on campus, schedule to see me during office hours. You should never feel that a question is too trivial (especially if you have tried to study it on your own first). If you understood everything about biology, you wouldn't be taking this course. J
Learning Strategy: A great strategy for success in this course is to keep up with the course work and reading, take careful notes from the book and lectures, and to review your notes to be sure that they are clear and consistent. Make flash cards from your notes with the material worded in the form of questions. It is also a good idea to write yourself *practice tests* using the course material and then take them without looking at your notes. This gives you practice taking tests and may help you overcome anxiety if you get nervous taking tests. Remember that the tests expect that you understand the vocabulary forwards and backwards, that you have memorized and understand the material, and that you have integrated the concepts.

Using the Textbook: The textbook we are using in this course is now in its 9th edition. You should use it as a reference book and study manual. If you have trouble understanding something discussed in class or from an assigned reading, the first place to look for help is the textbook. Use the index to find particular topics when the need arises, the glossary for unfamiliar terms, and the practice questions at the end of the assigned chapters.
Classroom etiquette: Be considerate to the instructor and your fellow students. Be on time to lecture. If you are consistently late points will be deducted. It can be very disruptive to others to enter during the quiz or note taking. It hampers the flow of information, and again, you will **not** be given extra time to take quizzes or tests because of tardiness. Also, **turn off cell phones BEFORE class begins**. Electronic devices are not allowed in class. Lastly, please **respect the opinions and viewpoints of others** when we are involved in lecture and lab discussions. The academic forum is about the exchange of ideas.
Participation: Participation is very important in class. Questions and comments will help to make the learning environment more stimulating and enjoyable for everyone. I strongly encourage you to ask questions during class!

Academic Honesty Policy

Academic dishonesty is unfair to all students as well as the instructor and WILL NOT BE TOLERATED.
Academic dishonesty includes, but is not limited to the following:
Cheating on an examination or quiz, taking information or allowing information to be taken from your test or assignments.
Receiving help from others in work to be submitted; if contrary to the rules of the course.
Plagiarizing the ideas, writings, or work of another (including but not limited to your textbook and the Internet) without citing the source. Copying and pasting from websites is plagiarism and doesn't help your grade or understanding of the information. Always explain the information in your own words and cite the author. It is more enjoyable to read your summary and ideas and will add to our discussions. Stealing or illegally using examinations or course material from current or past semesters or classes. Giving or selling answers to test questions and informing another student of specific questions that appear or have appeared on course examinations.
Misrepresentation is an act of omission with intent to deceive the instructor or University employee. It includes but is not limited to, lying about family circumstances, employment conflicts, or other personal problems in order to gain academic advantage for oneself or others; changing answers on graded

materials; having another person complete an assignment or take an examination in one's place.
DO NOT GIVE ANYONE YOUR WORK IN WRITTEN OR ELECTRONIC FORM -
Assistance with writing and biological concepts are available from the instructor & from professional tutors Academic Services located behind the library.
Assisting anyone to do any of the above.

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XII. University Policies

Students should visit http://www.nova.edu/academic-affairs/nsu-syllabus-policy.html to access additional required college-wide policies. It is your responsibility to access and carefully read these policies to ensure you are fully informed. As a student in this class, you are obligated to follow these college-wide policies in addition to the policies established by your instructor.
The following policies are described on this website:

- Academic misconduct
- Last day to withdraw
- Email policy
- Student course evaluations
- Student responsibility to register
- Student responsibility for course prerequisites

Academic Resources

Nova Southeastern University offers a variety of resources that may aid in student success. Among these resources are:

Accommodations for students with documented disabilities: For more information about ADA policy, services, and procedures, students may call the Office of Student Disability Services at 954-262-7189 or visit http://www.nova.edu/disabilityservices.

Tutoring and testing center:
Students are encouraged to use the free, individualized tutoring services offered by the Tutoring and Testing Center (TTC). TTC provides a supportive atmosphere in which tutors and students work collaboratively on improving students' writing, math and/or science skills. http://www.nova.edu/tutoring-testing/index.html