**BIOL 1107L  Principles of Biology I Laboratory  (CRN: #20233/20861)  1cr  Fall 2015**

**Instructor:** Dr. Carrie S. Thurber  
*Email:* cthurber@abac.edu **This is the best way to contact me!**  
*Daytime Phone:* (229) 391-5115  
*Office:* Conger 214  
*Office Hours:* M 10:00-11:00a; 1:00-3:00p  
T 11:00a-2:00p  
W 10:00a-12:00p  
R appointment only  
F 10:00a-12:00p  
**Additional times available by appointment only**

**Course Meetings:** (CRN: 20233) Wednesday 8:00-9:50 am Britt 202  
(CRN: 20861) Friday 8:00-9:50 am Britt 202

**Course Description:**  
Welcome to BIOL 1107 Labs! This is a one credit hour introductory biology laboratory that is the companion course to BIOL 1107 lecture. Laboratory exercises will provide hands-on reinforcement to the biological principles introduced in the lecture.

**Prerequisites:** Exemption from or successful completion of all Learning Support Courses.  
**Co-requisite:** BIOL 1107 Lecture

**Course Objectives:**  
By the end of this course you should be able to:  
• Demonstrate knowledge of lab safety procedures, skills and policies  
• Demonstrate competence in the process skills associated with science  
• Demonstrate knowledge of diagnostic tests, reagents and their function  
• Demonstrate knowledge of cell structure and function  
• Demonstrate knowledge of chemical processes in living organisms and classes of biological molecules  
• Demonstrate knowledge of genetics and cell division

**Note:** Students may vary in their competency levels on these outcomes. Students can expect to achieve these outcomes only if they honor all course policies, attend class regularly, complete all assigned work in good faith and on time, and meet all other course expectations of students.

**Course Materials:**  
1. BIOL 1107 Laboratory Manual by ABAC Faculty  
2. Safety Goggles  
3. 882-E scantrons (2 total, YOU are responsible for bringing these to exams!)

**Class website:** [https://abac.view.usg.edu/](https://abac.view.usg.edu/) (Desire2Learn)  
**I will post ppt slides, grades and messages/important news so check REGULARLY**
Grading:
Grades will be based on lab worksheets, quizzes and exams as follows:

Pre-Lab Assignments 40 pts
(9 x 5 pts each, single lowest or missed dropped)

Lab Notebook Checks 45 pts
(10 x 5 pts each, single lowest or missed dropped)

Syllabus Quiz and Safety Contract 20 pts

Lab Midterm 50 pts

Lab Final 100 pts

-------
255 pts

Lab grades will be determined on the percentages listed below of all the possible points that you earn. Percentages will be rounded up to the nearest whole number when assigning letter grades.

A = > 90% (≥ 229 pts)
B = > 80% (203 - 228 pts)
C = >70% (178 - 202 pts)
D = >60% (152 - 177 pts)
F = <60% (< 151 pts)

In the event that your final class points is close to the next highest grade category, the instructor may consider lab attendance, preparation, participation, attitude, and/or work habits in determining the final class grade. DO NOT BEG/WHINE FOR EXTRA POINTS!

Specific Assignment Details:
1. PRE-LAB ASSIGNMENTS:
   There will be a 5 point pre-lab assignment provided on D2L prior to each lab. You must write out OR type & print out the answers to the pre-lab assignment and turn the assignment in during the first five minutes of each lab period. If you arrive late or are absent you will NOT be allowed to turn in the pre-lab assignment! Each assignment will be based on the upcoming scheduled lab. You are expected to have read the lab exercise before the lab period starts and be familiar with the day’s lab procedures and vocabulary. Your single lowest or missed assignment will be dropped from your lab total.

2. LAB NOTEBOOK CHECKS:
   Each student will complete the specified sections in the lab manual. BEFORE leaving at the end of lab, I will do a spot check of ALL questions worth a total of 5 points. You must satisfactorily complete the laboratory exercise in order to receive points described in this section.

3. LAB MIDTERM AND FINAL:
   Both the lab midterm and lab final are set up as a practical with stations of questions from ALL prior labs. Students will be expected to answer these multiple choice questions accurately and
within the time-frame allowed (typically 1-2 minutes per station). Students are expected to arrive on time as late arrival will result in missed questions or denied entry. NO makeups will be given without a college-valid excuse. **In order to make-up the lab midterm or final exam the student must provide the instructor with an obituary notice, legal document, emergency doctor’s note or official letter from ABAC prior to taking the missed exam.** Any student who misses an examination must make-up the exam within one week of the original exam date. Cell phones, pagers, music players, and any electronic communication device must be left in your backpack and all such items must be on mute/silent. The wearing of earbuds is prohibited at any time during class, including during exams. Students may not use programmable calculators on exams or quizzes. Students may be asked to remove caps or turn them around during testing periods.

**Academic Policies:**

**Attendance Policy:**
Courses at Abraham Baldwin Agricultural College (ABAC) are provided for the intellectual growth and development of the students. **The interaction with instructors and other students is an important element of the learning process, and a high correlation exists between class attendance and course grades. Plan to be on time and stay for the full lab time.** The instructor will take roll or circulate a sign-in sheet during the first ten minutes of the class period. Any student not present at the time roll is taken and/or missing a significant portion of class will be counted absent. It is each student’s responsibility to keep up with all classroom activities; lecture notes (oral, written on the board, or on slides); and dates of exams, assignments, etc.

Students are expected to keep the lab room and their lab bench clean, show good technique, an understanding of safety and proper equipment use, as well as come prepared ready to work. Students who do not demonstrate these qualities or are not participating in class will lose points. Prior to leaving at the end of each lab make sure your bench is clean and all materials have been washed/ stored appropriately. You must always leave your lab area as clean as possible. I am not responsible for cleaning up after you! Failure to clean your lab space will result in a 2 point deduction from ALL persons working at that bench. Failure to wear safety goggles at ALL times during the lab AND/OR the use of cell phones during lab will result in a 5 point deduction for that individual for each infraction.

Students absent from lab due to any non-institutional reason WILL miss all the point opportunities for that day (pre-labs, exams, notebook checks, etc.) **Students should not assume they can make these points up. Labs can only be made up during the week in which the lab is scheduled.** It is extremely difficult to pass lab with more than 2 absences! You MAY NOT stay in lab if you fail to turn in the **Policies and Procedures** safety contract with the Syllabus quiz! Additionally, students are expected to be present for EVERY exam session, except under emergency situations. A student missing the lab midterm or lab final will receive a ZERO for the missed exam; neither exam is dropped! Students missing lab for any reason should contact the instructor **AS SOON AS POSSIBLE,** and preferably ahead of time. Please come see me or email me if you know you will be missing an exam. I check my email frequently throughout the day between the hours of 7 am and 7 pm; you can expect a response generally within 24 hours (longer on weekends and holidays).

**Lab Safety Policy:**
Closed toed shoes with socks that cover all exposed skin below the waist, short or long sleeved shirts, long pants or long skirts **must** be worn during **every** lab! If you do not have on proper attire
when you arrive, **you will NOT be allowed to stay and will miss ALL of that day’s points!** Goggles will be worn during all labs that involve any chemicals other than water, sugar and salt; if you do not have your goggles you must purchase a new pair or return to your car/dorm and retrieve them. A white lab coat is an acceptable cover for this lab; you may purchase these online if you wish. There is **NO eating or drinking** in the laboratory classroom...**NO exceptions.** Drinks or food must be secured within your backpack or left outside the classroom. ABAC is a tobacco-free campus and as such **NO smoking or chewing of tobacco** is allowed in the lab rooms. Any violations to the dress code or safety policies will result in the loss of **ALL** points for that day.

**Cell Phone Use Policy:**
Cell phones may **NOT** be used at any time during lab, except to call 911 in case of an emergency. Cell phones may **NOT** be on the bench, on your lap/hand, or in the cubby holes under the benches (you may **NOT** charge your phones during lab!). Cell phones must be silenced and in your bag for the duration of the lab. The use of cell phones during lab will result in a **5 point** deduction for that individual for each infraction. **This counts as your warning!**

**Academic Conduct Code:**
Academic integrity is the responsibility of all ABAC faculty and students. Academic dishonesty and irregularities include, but are not limited to, **giving or receiving of unauthorized assistance in the preparation of any academic assignment; taking or attempting to take, stealing, or otherwise obtaining in an unauthorized manner any material pertaining to the education process; selling, giving, lending, or otherwise furnishing to any person any questions and/or answers to any examination known to be scheduled at any subsequent date; fabricating, forging, or falsifying lab or clinical results; plagiarism in any form related to themes, essays, term papers, tests, and other assignments.** Academic dishonesty and irregularities will result in a grade of **0** for the assignment and may be subject to disciplinary procedures as outlined in the student handbook.

**Withdrawal:**
A student may withdraw from the course up to the midpoint of the semester and receive a grade of **W**. After midterm, students may withdraw only with permission of the Academic Dean and may receive a grade of **WF**. A student withdrawing from lab must also withdraw from the co-requisite lecture. **Students that stop attending class without officially withdrawing will still receive a grade for the course.**

**Disability Accommodations:**
This course fully complies with the accommodations available through the office of disability services. If there is a student in this class who has **documented** specific needs because of learning disabilities or any other disability; please contact the course instructor immediately to discuss accommodations.

**Note:** The above policies, procedures, and assessments in this course are subject to change in the event of extraordinary circumstances, by mutual agreement, and/or to ensure better student learning.