

SYLLABUS  
**BIO 121 General Biology 1**  
(Introductory Cell Biology)

FALL 2009

CRN: 3031

Laboratory: Fridays from 11:00-12:20: Wheaton 213

Dr. Patrick Bryan  
Office: 209 Wheaton  
Office Hours: M 12:30 pm – 2:00 pm  
                  W 12:30 pm – 2:00 pm  
                  F 12:30 pm- 2:00 pm  
                  And By Appointment

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Course Text: ONE Recommended: "BIOLOGY" by \*Campbell and Reece (any edition) OR "Essential Cell Biology" by Alberts et al. (2<sup>nd</sup> edition), OR "BIOLOGY" by Raven and Johnson (any edition). The campus bookstore stocks the Campbell Biology book but you can choose another if you prefer from and on-line vendor. No specific text is required.

\*This text is offered by the college bookstore. Other texts can be purchased online.

Contacting Me:

If you need to ask me something about the class you have several ways to get in touch with me. E-mail is probably the easiest and fastest way to get your questions answered. I can access e-mail messages from my office or home, and check my messages each day. If your question is simple, I will likely get back to you quickly. If it is lengthy, I may take longer to answer or may wait to discuss it with you in class. If you need to talk you can ask me whatever you want during the lab period of our course. Or plan to see me during my office hours. It is best to not ambush me with questions 5 minutes before class begins, as I am usually organizing materials and time is limited. You can also set up an appointment with me if you need help with the class material. Ask me in person during lab or by e-mail. I will meet with you as often and for as long as you require, but be sure to set up the meeting first.

Course Objectives:

General Biology 1 (BIO 121) is a core biology course designed for students who may major in Biology or a field requiring a solid background in biology. This course will be an introduction to the study of cells, cellular organelles, and an array of processes that take place within the smallest unit of life, the cell. Cell Biology is a broad field of study that covers aspects ranging from modern molecular biology to traditional cellular processes and structures. Therefore, we will focus on the key topics in Cell Biology and add details to

concepts you may have been previously exposed to in other courses. It is important that you understand the dynamics of cell structure and mechanisms occurring within cells. The comprehension and retention of concepts presented in this course are essential to your overall understanding of how biological systems function.

The main objectives of this course are: (see Course Outcomes at end of Syllabus)

- To understand the basic chemistry concepts important to biology
- To provide an introduction to the structure of cellular organelles
- To provide you with a basic understanding of cellular processes including:  
(the dynamics of membranes, cellular respiration, the genetic code, expression of genes through protein synthesis, enzyme function and regulation, cell division and the cytoskeleton)
- To reinforce the basic concepts relating to macromolecules and chemical interactions
- To introduce modern techniques used in biological laboratories to study cells and cellular biology

### **Exams:**

There will be four lecture exams including a cumulative final exam. The lecture exams will be multiple choice, short answer, and essay questions specifically taken from the lecture material and assigned readings. The final exam will cover the last portion of lecture material and will also contain questions based on your **cumulative** knowledge of Cellular Biology from each of the previous exams. Make-up exams will only be given under exceptional circumstances and with direct permission obtained **before** the scheduled exam time. The final **must** be taken at the designated time. If you miss an exam and have not previously arranged to take a make-up, you will receive a zero for that exam. Please plan ahead and stay up to date with the exam schedule.

### **Studying:**

This class will be challenging for most students. You can do well in the course provided you are dedicated to learning the material. Exams will assess both your ability to retain facts and your ability to process complex information and use it to solve simple problems. You need to study at least 8h a week if you want to do well. Many students spend over 12h a week studying. Quantity of Time is NOT as important as quality of study time.

Do: study in a quiet place with no distractions, no food, tv, people talking etc.

Do: re-write your notes, but not just verbatim, re-write them in your own words, summarize them. If you can do this you have started to process the information

Do: read the book and your notes OUT LOUD. Hearing yourself increases retention.

Do: re-read and re-write again and again.

Do: form study groups to meet **several** times before an exam, alternatively: utilize the **Discussion** Function of our Vista Course Web Site

### Attendance:

It is your responsibility to obtain course information both related to exams and other assignments. All responsibilities and expectations will be explained during lecture and lab sections. If you fail to attend class and miss vital information, it is **by your choice**. Returned assignments, review of assignments, and specific instructions concerning exams and assignments will be given to those attending class. If you choose to miss class you choose to forfeit this information. Much of the course material is available on the class web site, but I will be explaining these concepts and discussing exams and assignments exclusively in the format of our classroom. The instructor will not be providing special private instruction to students who skip classes. However, if you have valid reasons for missing class, I can help direct you to the appropriate material to study and can meet with you during office hours.

### Grading:

Grades will be assigned according to the point system below. Do not expect any extra credit assignments to be offered. **Assignments must be submitted on time to receive full credit.** Assignments you turn in **late** will be graded (for reduced points) and returned, but expect them back to you no sooner than the end of the semester. As the only gradebook for the course is the Online gradebook, you have access to all of your grades at any time. Do not expect the instructor to tell you your "Current Grade" as this is something you can calculate for yourself at any time. You add up the total of points that you have received to date, and divide by the total possible points to date. That's it.

Exam 1-3	300	( 100 pts each )
Final Exam	150	
Quizzes ( 15 )	150	( 10 pts each )
Lab report ( 1 )	50	
Lab technique exams ( 2 )	100	( 50 pts each )
Lab Notebook	50	
<b>TOTAL =</b>	<b>800</b>	<b>points</b>

Note that approximately 56% of your grade is the result of lecture exams while the other 44% results from course assignments. This type of system allows for students to maintain their grades and demonstrate their knowledge in the course outside of traditional exams. However, these assignments can hurt you as readily as they can help you. Complete your assignments on time and do a thorough job on each assignment.

### Lecture:

Regularly scheduled class periods will be devoted to lectures. The lectures will be conducted in an interactive format, where students are strongly encouraged to **ask questions** and **insert comments**. Lecture information will be a main source of exam questions. It will be very important to attend lectures and obtain a complete set of class notes in order to do your best in the course. No formal attendance record will be kept

during class, but past experience indicates that a good grade almost necessitates regular class attendance. Specific reading assignments are listed on the course web site. Students who keep up with the reading can actually use class time to learn and they perform much better on exams than students who do not read the text. However, the lecture and presentations are the major sources for specific information on the exams. We will follow sequence of topics given on the "Course Outline" (with some flexibility). I will slow down or speed up the topics in relation to how well students are learning the material. So the Schedule for topics may change slightly, but the exam dates will NOT change.

### **Laboratory:**

Cell and molecular biology are large and diverse fields of active research, employing many more techniques and procedures than could be learned by a single individual in a lifetime. However, certain basic techniques are used in a broad range of experiments. In this course we will learn some of these basic techniques while becoming familiar with standard laboratory practices. The exercises presented early in the semester introduce fundamental tools that should be mastered by practically all biologists. Later exercises employ somewhat more sophisticated techniques, and require the use of those learned earlier. Thus the course contents builds in complexity, requiring that students learn the subject matter and procedures as they are introduced in the lectures and laboratory exercises.

The specific details pertaining to each laboratory session will be given to you in a handout prior to the lab period, available on the Class Vista Site (or during a short lecture period preceding the lab). You will be required to read the lab procedures before lab, as our time will be limited.

### **Lab Goals:**

1. Master basic techniques working in a biological laboratory environment
2. Become familiar with a variety of advanced techniques, which will not be mastered but will gain a concept of the skills involved
3. Collect both qualitative and quantitative data
4. Analyze quantitative data and synthesize in the format of a laboratory report
5. Gain an appreciation for working in a laboratory environment

### **Quizzes:**

Every week you will take a quiz from the lecture material that is worth 10 points. There will be 15 of these quizzes. These quizzes will be given to you to perform outside of class time. They are available on the course web site and must be taken on-line. You can view the quiz as many times as you wish and even submit your answers for a grade several times. My gradebook will record your highest grade. However, there will be a limited time period that each quiz is available. Once the date for a Quiz expires it will no longer be available and you will receive a Zero for that assignment. You will have about 5 days to complete each quiz. Aside from a catastrophic crash of the internet or a long term problem with the Vista site, technological problems will NOT be accepted. You can do these

Quizzes on campus or from home and if you have problems logging in to the Site Contact me.

### **Technique Exams:**

Throughout the course we will utilize several basic lab techniques during our experiments. You will be responsible for understanding the technique and performing it properly. We will have two Lab Technique Exams throughout the course where you will be given a task and must perform it correctly. Your ability will be graded. There will be two exams (50 points each) and the specific techniques will be announced in lab a week before each exam.

### **ADDITIONAL COLLEGE INFORMATION**

The following policies are important to your academic work at Middlesex Community College. Please take a few minutes to read and understand these policies.

**Students With Disabilities:** “Students with physical or learning disabilities who may require accommodations are encouraged to contact the Counseling Office. After disclosing the nature of the disability, students are urged to discuss their needs with individual instructors. This should be done at the beginning of each semester. Instructors, in conjunction with appropriate college officials, will provide assistance and/or accommodations only to those students who have completed this process.”

**Plagiarism and Academic Honesty:** “At Middlesex Community College we expect the highest standards of academic honesty. Academic dishonesty is prohibited in accordance with the Board of Trustees’ Proscribed Conduct Policy in Section 5.2.1 of the Board of Trustees’ Policy Manual. This policy prohibits cheating on examinations, unauthorized collaboration on assignments, unauthorized access to examinations or course materials, plagiarism, and other proscribed activities. Plagiarism is defined as the use of another’s idea(s) or phrase(s) and representing that/those idea(s) as your own, either intentionally or unintentionally.”

**Procedure for Requesting the Accommodation of Religious Beliefs and Practices:** If your religious obligations conflict with the course calendar requirements, and if you wish to request an accommodation, you must make your request in writing prior to the date of the assessment or activity you will miss, and preferably at the beginning of the semester. When requesting a make-up quiz, test, exam, assignment, or activity, state the reason for your request and the date(s) on which your religious obligation(s) will conflict with the course calendar requirements. Also, if your religious obligation/holiday, is unfamiliar to your instructor, you may be asked to provide a calendar which shows the published date(s) of your religious observance(s) or holiday(s).

**Inclement Weather:** In the event of inclement weather either before the start of a day when classes are in session or during the school day, you may check for information on delayed openings, college closings, class cancellations, etc by listening to the radio and television stations listed below. Additionally, a message will be posted on the MxCC website at [www.mxcc.commnet.edu](http://www.mxcc.commnet.edu) and an announcement made on the college’s main phone number, (860) 343-5800. *(When calling the main phone number, be sure to choose option 1 from the menu for school closings.)* If classes are already in session, everyone on campus will be notified of any changes. Decisions to cancel classes or close the college early will be made as soon as practicable.

#### **Radio Stations**

WMRD 1150 AM  
WDRG 102.9 FM and 1360 AM  
WMMW 1470 AM

#### **Television Stations**

WFSB - 3  
WTNH - 8  
WVIT - 30

WRCH 100.5 FM  
WTIC 1080 AM, 96.5 FM  
WZMX 93.7 FM  
WELI 960 AM, WKCI 101 FM

**Off Campus Sites:**

The MxCC Meriden Center will comply with the Middletown campus policy. Exception: In the event of extreme weather only in the Meriden area and the Middletown campus determines to hold classes, the decision to cancel classes at the Meriden Center will be determined by the MxCC Meriden Center Director and the Dean of Finance & Administration.

The Old Saybrook off campus site will comply with the Middletown campus policy. Exception: In the event of extreme weather only at the off campus site, the decision to hold or cancel classes at this extension center will be made by our campus extension program director. Faculty should call the Continuing Education Office at (860) 343-5865.

***Note: Off campus sites are ultimately subject to the cancellation policy of the school in which MxCC holds classes.***