

**Course Syllabus**  
**Biology 110**  
**Principles of the Human Body**

<b>Credits:</b>	3
<b>Time:</b>	Fall, 2018
<b>Place:</b>	online
<b>Faculty:</b>	Professor Rosemarie Anne Doris, PhD Science Department Middlesex Community College Email: <a href="mailto:rdoris@mxcc.commnet.edu">rdoris@mxcc.commnet.edu</a>
<b>Text:</b>	Human Biology: Concepts and Current Issues 8 <sup>th</sup> Edition –Michael D. Johnson

**Scope of the Course**

This is an introductory course dealing with the structure and function of the human organism and the issues facing humans in today's world. It is intended for students with a limited science background.

**Learning Outcomes**

Students who fulfill the requirements of the course will have an increased understanding and appreciation for the workings of the human body. They will be familiar with the terminology and physiology of the major organ systems. They will be able to review relevant information and provide original feedback in an online setting.

**Course Requirements**

A common misconception about on-line courses is that they are “self-paced” - that you can do the work any time during the semester. This course is designed in one- week units, with regular deadlines every week to keep everyone working on the same material and better able to participate in discussions.

**This is an Accelerated Course**

This course will require at least as much time as the equivalent course taught in the classroom. In a “regular” 3-credit course, you would meet in the classroom for 3 hours per week. Instructors generally expect that you will study 1 to 2 hours for every hour in the classroom, for a total of 6 to 9 hours per week. The same holds true for an on-line course, except that the 3 hours of in-class time will now be time that you are putting in on-line.

### **Computer Access**

Last minute glitches can occur with computer equipment, and the instructor will allow one extension per student with no late penalty upon request. However, ongoing computer problems will not be an acceptable excuse for incomplete work; you are expected to have a backup plan that allows you to complete work on time throughout the semester.

### **Reading Assignments**

As the course progresses students should become familiar with the topics in each chapter. Each topic includes important concepts and vocabulary with which the students will develop competencies. Readings from the text will provide the students with an introduction to these topics and a means for the student to continue their learning.

### **Assignments**

There will be an assignment associated with every chapter of the book that will involve analysis of the chapters that have been read. You may use your text or any other source, except for another course member, to complete the assignment. However, if the assignment is not submitted by the due date you will not receive any credit for that assignment.

### **Discussion Board Posts**

Students will also be required to post to a discussion forum and where indicated they will be required to post a reply to another student's post. If the discussion board posts and replies are not submitted by the due dates, you will not receive any credit for those posts.

### **Communications**

From time to time, problems arise and need to be addressed directly with students. This e-mail address will be the primary means for the instructor to communicate with individual students.

### **Learning Disabilities**

Learning disabilities and accommodations (for example, on timed quizzes) are handled through Disability Support Services. Individual instructors cannot grant accommodations without the approval of Disability Support Services, but if you qualify, you should notify the instructor at the start of the course.

### **Problems**

If you are struggling with any aspect of the course, or unexpected personal difficulties arise, you should always contact the instructor immediately. The instructor very much wants to see you succeed in the course and will make every effort to help you do so.

**Communication:**

The following are important points to consider when writing emails to any of the faculty with which you interact. I can receive messages via email or via the Blackboard messages system. As I receive many email messages please keep the following in mind.

A polite email message consists of:

1. A salutation (e.g. Dear Dr. D.,)
2. The content of your message, written in grammatically correct English.
3. A sign off and your name (e.g. Thanks, Jane Student)

Response time: I will usually respond to messages quite rapidly, I am not always able to do so. Messages received will be responded to within 24 hours. When in doubt, please check this syllabus, it probably has the answer to your questions.

**Most recent, accurate, versions of college policies**

<http://mxcc.edu/catalog/academic-policies>

This web page covers the most common academic and student policies that students and should be aware of throughout the semester.

**Evaluations**

This course will be evaluated by ongoing assessment in the form of Assignments for each chapter of the book studied.

**Grading Rubric**

Categories	Weight by %	Total Points
10 Assignments 80 points each	80%	800
4 Discussion posts 40 points each	16%	160
Introduction post	4%	40
	100%	1000

## Grading Policy (points)

A	930-1000	B-	800-829	D+	670-699
A-	900-929	C+	770-799	D	630-669
B+	870-899	C	730-769	D-	600-629
B	830-869	C-	700-729	F	below 600

### Plagiarism and Academic Honesty Statement

“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.” (Board of Trustees’ Policy 5.2.1) ***Students caught cheating or plagiarizing can be failed for the assignment, failed for the class, or asked to leave school for the semester.***

### Religious Observances Statement.

If your religious obligations conflict with the course calendar requirements and you wish to request 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, 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 that shows the published date(s) of your religious observance(s) or holiday(s).

**In order to provide a fair and consistent learning experience to all students, the instructor will adhere to all policies outlined in the syllabus throughout the course. As questions arise about the course, students are encouraged to refer to the syllabus.**

See Syllabus on following page

**Fall 2018 September 30 – November 4: BIOL 110 Due Dates**

**All Deadlines are by Midnight, Eastern Standard Time unless indicated otherwise**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>30</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
<b>First Day of Class</b>			Assignment due Chapters 1/2			
			Discussions Introduce yourself			
Readings Chapters #1/2	Chapters #1/2	Chapters #1/2		Chapters # 3/4	Chapters # 3/4	Chapters # 3/4
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>
Assignment due Chapters 3/4			Assignment due Chapter 5			
Forum Discussion 1 Initial Post Due			Response Post Due			
Chapter # 5	Chapter # 5	Chapter # 5		Chapters # 7/8	Chapters # 7/8	Chapters # 7/8
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>
Assignment due Chapters 7/8			Assignment due Chapters 9/6			
Forum Discussion 2 Initial Post Due			Response Post Due			
Chapters # 9/6	Chapters # 9/6	Chapters # 9/6		Chapters # 11/12	Chapters # 11/12	Chapters # 11/12
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>
Assignment due Chapters 11/12			Assignment due Chapter 13			
Forum Discussion 3 Initial Post Due			Response Post Due			
Chapter # 13	Chapter # 13	Chapter # 13		Chapter #10	Chapter #10	Chapter #10
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>01</b>	<b>02</b>	<b>03</b>
Assignment due Chapter 10			Assignment due Chapter 14			
Forum Discussion 4 Initial Post Due			Response Post Due			
Chapter # 14	Chapter # 14	Chapter # 14		Chapters # 15/16	Chapters # 15/16	Chapters # 15/16
<b>04</b>						
Assignment due Chapters 15/16						
Last Day of Class						

**It is STRONGLY recommended that students print this calendar and post it by their computer.**

**Note: The color coding of the days indicates the week number:  
Week 1, Week 2, Week 3, Week 4, Week 5, see folders under Course Content.**