

## **Course Syllabus - HUMAN BIOLOGY, BIOL1304 - Fall 2015**

**Course: 100% On Line**

**INSTRUCTOR:** Roshanak Jafari, M.D.

- Virtual Office Hours - Anytime via course e-mail or Blackboard Course Discussion Board
- e-mail: [rjafari@utep.edu](mailto:rjafari@utep.edu)

I will try to answer your questions as soon as possible, but if you would not hear from me, give me about 24-48 hours to reply.

**PREREQUISITES:** None

**CREDIT HOURS:** 3.0

**REQUIRED TEXT:** Human Biology by Starr/McMillan, 10th Edition, 2014, ISBN-13:978-1-133-59916-6 **OR** Human Biology by Starr/McMillan, 11th Edition, ISBN-10: 1-305-11211-3, ISBN-13: 978-1-305-11211-7

### **IMPORTANT DATES**

**Aug. 30** - Biography & Scavenger Hunt Results Due (4% of final grade)

**Sep. 14 - 20** - Lecture Exam I (20% of final grade)

**Oct. 12 - 18** - Lecture Exam II (20% of final grade)

**Nov. 9 - 15** - Lecture Exam III (20% of final grade)

**Dec. 7 - 11** - Final Exam (20% of final grade)

\* Discussion Questions - (16%)

- You will be expected to make comments on the basic human biology or biomedical ethics question of the week using the Discussion Board in Moodle. The Discussion Questions will be posted on Aug. 31, Sep. 7, 21, 28, Oct. 19, 26, and Nov. 16 & 23, and you will have through the following Sunday at midnight to post your responses.

There will be eight (8) questions to answer over eight (8) weeks. Each week's comments by you will be worth 2.0% of your final grade with the total counting 16% of your final grade. (That is 16 points out of the total 100 possible in this course). See the section below titled "Discussion Question Answers" for more information about expectations for how you should answer a Discussion Question.

## **COURSE GOALS:**

- Students will understand the basic biological concepts dealing with the continuity of life, our genetic heritage, reproduction, nutrition and basic life processes of the human organism.
- Class activities will enhance a student's understanding of biological principles which will serve as a solid foundation for informed decision-making.
- Students will be provided the opportunity to understand better the societal and ethical impact of our biological and medical technologies through the discussion of questions of biomedical importance using the Discussion Board tool in Moodle.

## **STUDENT'S RESPONSIBILITY:**

Students will be expected to keep up with course assignments as indicated on the course syllabus. You will also be expected to make a substantial comment to each weekly question listed on the Discussion Board set up for this course. If you miss a scheduled exam, only a serious personal emergency will be considered as an excuse and you must apply in writing (e-mail O.K.) to the instructor to explain why an exam was missed. If any assignment deadline is missed without an instructor approved excuse, one/half credit for the missed assignment can be obtained by completing the assignment within one week following the deadline. After one week has passed beyond the deadline for an assignment, no credit will be able to be earned for that assignment. The only exception to this rule is the final exam which must be completed by the end of day of the last day of finals week which is Friday, Dec. 11.

## **DISCUSSION QUESTION ANSWERS:**

You may respond to the discussion question or make a response to another student's posting. Your posting in the discussion board must be at least 300 words long. Please remember to respond in your own words and if you use another person's writing, remember to put their words in quotes with appropriate reference to the author. To do otherwise is considered plagiarism which is a serious matter. Also note that responses to the discussion questions are due at the end of day on the Sunday following their publication on the previous Monday morning and your response must be in the Discussion Board folder indicated for that discussion question.

Also, please remember that tolerance of other students' ideas or responses is expected. Remember, what one publishes in text form on a discussion board can sound more harsh than when saying it to a person face-to-face so keep that in mind when you respond to another student's posting. It is O.K. to critique an idea or what has been said but it is not appropriate to critique another person personally. I read the postings every day and after the deadline for responses, I will post my thoughts and observations about the topic based on your responses.

## **TESTING CONDITIONS:**

All exams will be "open book" exams which means that when exams are taken, you will be able to have any and all support materials you think are necessary to answer exam questions. All exams will be given via the Internet using Moodle. Lecture exams will be True/False and multiple choice questions where you will have a list of answers to choose from a drop-down menu. Although the exams may be taken open-book, the exams will be timed to permit you to have around 33 seconds to answer each question. If you have to look up a lot of answers, you will not be able to finish the exam so it is important for you to know the material as well as you can before starting an exam. The exams will be available to take during the week of an exam from Monday morning of that week through the following Sunday at 11:59 PM. The only exception will be the final exam which has a deadline of end of day on Friday, Dec.11 which is the last day of class during finals week for the fall semester. The exams are to be taken alone without help from another person so that you can determine and be proud of your own accomplishments.

Also, check out the Discussion Board posting titled "Study Advice for Exams" for information about how best to study for lecture exams and also for an explanation of how points may be deducted from your score on lecture exams when going past the allotted time for an exam.

## **INSTRUCTOR'S RESPONSIBILITY:**

To provide students with a challenging environment for learning which also encourages questioning and respects individual opinions.

## **SELF TESTING OPPORTUNITIES**

A special effort has been made to modularize this online material with self-testing opportunities to provide you immediate feedback about your understanding of the material covered. The questions in these quizzes which I've called "quizlets" will not count for a grade but are designed to give you an understanding of the types of questions that you will see on the scheduled lecture exams and should also provide you with feedback to let you know your level of mastery of the material covered. They will also be timed so that you can gain experience in taking timed exams. It is important to note that past experience has shown that students who do the quizlets more times get better grades than students who do them less or not at all. Dr. Kolitsky has published an article with data showing how doing the Quizlets is of importance to you to perform well in this course and you can see this article at <http://www.e-mentor.edu.pl/artykul/index/numer/26/id/582>.

## **LECTURE AND CHAPTER TOPICS BY DATE:**

Aug. 24 - 30	Chap. 1
Aug. 31- Sep. 6	Chap. 2
Sep. 7 - 13	Chapter 3, 4
Sep. 14 - 20	Exam 1 (20%) Chapters 1 - 4
Sep. 21 - 27	Chapter 5
Sep. 28 - Oct. 4	Chapter 6
Oct. 5 - 11	Chapters 13, 14
Oct. 12 - 18	Exam 2 (20 %) Chapters 5,6,13,14
Oct. 19 - 25	Chapters 16, 17
Oct. 26 - Nov. 1	Chapters 19, 20
Nov. 2 - 8	Chapters 18, 21
Nov. 9 - 15	Exam 3 (20% - Ch. 16, 17, 19, 20, 18, 21)
Nov. 16 - 22	Chapters 23, 7 & 8
Nov. 23 - 29	Chapters 9 & 10
Nov. 30 - Dec.6	Chapters 11, 12
Dec. 7 - 11	Final Exam (20% - Ch. 23,7,8,9,10,11,12)

Note that: Sep. 7 is Labor Day and Thanksgiving Holidays are Nov. 26 - 27.

**Chapters from lecture text - Human Biology by Starr/McMillan, 10th Edition, 2014 OR Human Biology by Starr/McMillan, 11th Edition, ISBN-10: 1-305-11211-3, ISBN-13: 978-1-305-11211-7**

## **DISABILITY STATEMENT**

As per Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990, if a student needs an accommodation then the Office of Center for Accommodation and Support Services (CASS) located at UTEP needs to be contacted. If you have a condition, which may affect your ability to perform successfully in this course, you are encouraged to discuss this in confidence with the instructor and/or the director of the Center for Accommodation and Support Services (CASS). You may call 915-747-5148 for general information about the American with Disabilities Act (ADA) and the rights that you have as a UTEP student with a disability.

Individuals with disabilities have the right to equal access and opportunity. It is the student's responsibility to contact the instructor and The Center for Accommodation and Support Services (CASS) at The University of Texas at El Paso.

## **SCHOLASTIC INTEGRITY**

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another person's as ones' own. And, collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be taken seriously and will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.

Academic dishonesty is an assault upon the basic integrity and meaning of a University. Cheating, plagiarism, and collusion in dishonest activities are serious acts which erode the University's educational and research roles and cheapen the learning experience not only for the perpetrators, but also for the entire community. It is expected that UTEP students will understand and subscribe to the ideal of academic integrity and that they will be willing to bear individual responsibility for their work. Materials (written or otherwise) submitted to fulfill academic requirements must represent a student's own efforts. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. Violations will be referred to the Dean of Students Office for possible disciplinary action. Students may be suspended or expelled from UTEP for such actions.

## **EFFECTIVE ELECTRONIC COMMUNICATION**

A Word of Caution:

At this point in the course, it is also important to share a word of caution, so we can become wiser about interpersonal distance learning communications. When communicating electronically, many of the feelings or impressions that are transmitted via body language in face-to-face communication are lost. Consequently, interpreting emotions is much more difficult. Only what is written or drawn carries the message. Often excitement can be misinterpreted as anger or an insult. It is important that we all keep this in mind as we communicate electronically. Words in print may seem harmless but could emotionally injure a distant learner.

**IMPORTANT:** Avoid the use of caps in your electronic messages as wording in caps comes across as shouting.

Adding Body Language to Your Messages

More information on Netiquette can be found at: [www.albion.com/netiquette](http://www.albion.com/netiquette)

## **TECHNICAL REQUIREMENTS**

The University of Texas at El Paso provides free 24/7 Helpdesk support to academic students and faculty members teaching on-line through the [Tech Support Company]. The Helpdesk can provide answers to questions about using technology and services, as well as, technical support. Please visit the technical support page for more information.

You must use a computer or mobile device with Internet access and a web browser that Blackboard supports, for example Chrome, Firefox, Safari or Internet Explorer 9.

You will need to verify that your browser's:

- Cookies are enabled.
- JavaScript is enabled
- Pop-up blocker is disabled.
- Java Runtime Environment installed (JRE).
- Microsoft Office. If you do not have Microsoft Office, check with your University of Texas branch store for the special Microsoft Office package which includes Word, Excel and PowerPoint.
  - Contact the [UTEP Bookstore](#) (915)747-5594 for more info.
  - Adobe Flash: This application is for advanced multimedia presentations/interactions over the internet.
  - You may download this player from the [Adobe Download](#) site.

## **COPYRIGHT NOTICE**

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