

BIO 105 ENVIRONMENTAL BIOLOGY
COURSE SYLLABUS Spring 2007

INSTRUCTOR INFORMATION

1. Instructor: Dr. Elena Ortiz-Barney
2. Office: DB-213
3. Telephone: 602-285-7104. The answering machine will take your message if I am not in the office.
4. Office hours: M 10-11am, T 1-2pm, W 4-5pm & Th 9:30-10:30am, F by appointment.

If you can't meet during my office hours because of a schedule conflict, another mutually convenient time can be arranged. If you need help, please let me know!

5. E-mail: elena.ortiz-barney@pcmail.maricopa.edu

CLASSROOMS & TIMES

1. Lectures: Section 0391 T&Th 8:00-9:15 am DB 225
2. Labs: Section 0401 M 1:00-3:50 pm DB 106 and Section 0403 T 10:00-12:50 pm DB 106

MATERIALS

Required Textbook: [available at PC Bookstore]
Sustaining the Earth 7th Edition by Miller.

ASSIGNMENTS & GRADING:

1. There are 1,000 total points available for the course:

Assignment	Number	Points	Total
Lab. Reports	10	24	240
Reading Notes	13	20	260
Essays	5	60	300
Quizzes	5	20	100
Presentation	1	100	100
TOTAL			1,000

Grading Information:

- a) **Ten Lab Reports** will be assigned worth a total of **240** points. Each lab report, worth 24 points, will consist of completing an exercise during class time in the laboratory or the field. A report will be collected at the end of each lab or field trip.
- b) **Thirteen Reading Notes** will be assigned worth a total of **260** points. Notes must include a summary paragraph of what you learned from the reading, the muddiest and clearest point (which part was hardest to understand, which part was easiest), and any other questions, comments and/or observations you have about the reading. (They may be hand-written or typed.)
- c) **Five Essays** will be assigned worth a total of **300** points. Each Essay will consist of completing a reading assignment from the textbook, finding and reading a

- related information item, and writing a one to two page paper worth 60 points. The essay writing will be completed as homework, and turned in at the time of the corresponding in class quiz (see the Lecture and Lab Schedule for due dates).
- d) **Five Quizzes** will be given worth a total of **100** points. Each of the Quizzes will cover an assigned reading and lecture series. Each Quiz will consist of 10 questions worth 2 points each (see the Lecture and Lab Schedule for quiz dates).
 - e) **One Presentation** will be assigned worth a total of **100** points. The presentation will consist of presenting your research for essays 3 and 4 orally in the lab class and will be worth 100 points (see the Lecture and Lab Schedule for the due date).
 - f) **One Optional Cumulative Final** will be given worth a total of **100** points. The final will cover the quiz material from the entire semester. The final is optional and a student may elect not to take it. The Final will consist of 25 questions worth 4 points each (see the Lecture and Lab Schedule for final date).

Make-up quizzes: If you miss a quiz, you may make it up if you **contact me prior to the quiz date** and we make arrangements. Otherwise, no make-up quizzes.

Late assignments: A 10% deduction of the original point value is the penalty for each day an assignment is late, up to five days. After five days, it will not be accepted without prior approval from instructor.

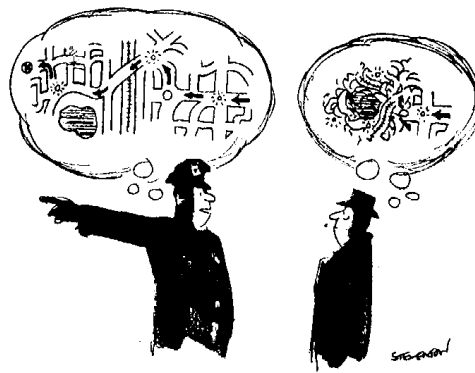
Friday, May 4: Last day to turn in late work. No late work will be accepted after May 4 without instructor approval.

- 2. Final Grades: The grade for the semester is determined by adding together all individual scores and calculating one final percent score:
 - A = 900+ points (90%+)
 - B = 800-899 points (80 through 89%)
 - C = 700-799 points (70 through 79%)
 - D = 600-699 points (60 through 69%)
 - F = 599 points or lower (Less than 60%)

CLASS POLICIES

- 1. Students must be registered for both lecture and lab concurrently. Anyone who is not registered cannot attend.
- 2. Absences and Tardiness:
 - a. Attendance is required and will be recorded in the laboratory.
 - b. Four of the laboratory sessions will be held at an off campus location (Rio Salado Park). It is the student's responsibility to meet at the field trip location. Car pools will be arranged to facilitate transportation.
 - c. Unexcused absences, including social and family events, in excess of 2 for laboratory will result in your withdrawal from the course.
 - d. Excused absences are defined as the following: illness/accident (student), illness/accident/death (family member), jury/military duty, athletes participating in College sponsored athletic events. Verification of the reason for the absence is required on or before the day you will return to class/lab.

- e. Call me or e-mail me prior to the absence or as soon as possible after the absence.
 - f. If you anticipate a change in attendance due to personal or work changes you must meet with me as soon as possible.
3. Student Initiated Withdrawals:
- a. If you wish to be withdrawn from class, for whatever reason, you must start withdrawal proceedings by notifying your instructor, do not just stop attending class and expect your instructor to withdraw you from class.
 - b. Some important dates:
Friday, March 2: Last day for withdrawal without instructor signature
Monday, April 23: Last day for withdrawal with instructor signature
4. Student Services:
- a. If you are aware of any physical or non-physical disability that may affect your performance in class, please inform your instructor during the first week of class. Phoenix College's Disability Support Services can provide for some of the special needs of disabled students (See the Phoenix College Student Handbook pages A-13/A-14.). Special Services is located in the Learning Center Building Phone: 602-285-7477.
 - b. Phoenix College's Learning Center provides free tutoring, educational materials, computer-assisted instruction, and student development workshops. The Learning Center is located in the Learning Center Building.
5. Academic Dishonesty:
- Academic dishonesty includes cheating and plagiarism. A First offense will be given a score of 0 for the assignment. A Second offense will result in failure of the course. All incidents will be reported to the Biology Department Chairperson and to the Dean of Instruction. (See the Phoenix College Student Handbook pages C-7/C-8.) For your protection, please avoid even the appearance of academic dishonesty.
6. Disruptive Behavior:
- Disruptive behavior in class will not be tolerated and will be dealt with in accordance with college policy. (See the Phoenix College Student Handbook pages C-23/C-28.) Disruptive behavior includes harassment of other students or instructor and inappropriate or unsafe activities with respect to other students, instructors, equipment or supplies.



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