

**MICROBIOLOGY FOR ALLIED HEALTH
BIO 162**

Instructor Information

Instructor: Robin Cotter Office: DB-214
Phone: 602-285-7102 Fax: 602-285-7349
E-mail: robin.cotter@pcmail.maricopa.edu
Class website: www.pc.maricopa.edu/biology/rcotter/

Office Hours: M & W 4-5pm, T & Th 2-3 pm, F 11-1pm, or by appointment

Lecture Section #0466: Th 10-12:50pm, Room DB-123
#5408: Th 5:30-8:20pm, Room DB-123

Supplies

1. **aText: *Microbiology*** by Bauman (new or used) is required.
2. **bLab:** A Lab Manual will be supplied.
3. A 3-ring binder for the Lab Manual and handouts is required.
4. A pen and pencil are required for every class, lab quiz, and lecture test.
5. Access to a word processor is required for all topic reports.
6. Test Scantron forms are provided by the instructor.

Evaluation and Grading Policy

1. All graded exams and quizzes **MUST REMAIN** in your folders! Removal of exams or quizzes will result in deduction of those points from your class total.
2. Extra credit assignments are **NOT** given.
3. Students are required to take **Lecture Exams 1-5**. Lecture exams are composed of 30 multiple choice (1.5 points each) and 3 essay questions (5 points each).
4. The **Final Exam** is cumulative, optional, and may be used to replace a missed/low exam grade. This exam will be composed of all multiple choice questions.
5. Students are required to participate in all **Lab Activities**. Students not participating in lab activities will not be allowed to take lab quizzes.
6. Students will have lab activity content evaluated by 8 lab quizzes (20 points each). The lowest quiz score will be dropped from the total lab points.
7. All lecture exams and lab quizzes are given promptly at the beginning of class.
8. Students will be assigned two reports (30 points each) relating to infectious diseases. The first written assignment is a library database research project. For this assignment, students will research and then write a one page summary about an infectious microbe. For the second written assignment, the instructor will provide a list of topics from which students may choose.
9. Written reports are due **at the beginning of class** on the date assigned by the instructor. Reports submitted after the beginning of class on the assigned due date will result in 0 points.
10. It is the student's responsibility to be prepared for every lab activity. Preparation includes prior review of each activity. Every student must bring their Lab Manual, a notebook, a pen and pencil, and proper supplies for every lab session.

Grading scale and points

Grade	Percent of total
A	100 - 90%
B	89 – 80%
C	79 – 70%
D	69 – 60%
F	59 – 0%

Evaluations	Units	Points	Total
Lecture Exams	5	60	300
Topic Reports	2	30	60
Lab Quizzes	8*	20	140
BIO 162 Total			500

*The lowest quiz score will be dropped.

Attendance, Absence, and Withdrawal Policy

1. Only registered students may attend class.
2. Students are required to sign in for each class.
3. Excess absences (3 or more) from class can result in withdrawal from the course.
4. Late arrivals or early departures will be counted as absences.
5. It is the student's responsibility to initiate withdrawal from the course. March 2nd is the last day for withdrawal without instructor's signature (See the Phoenix College Student Handbook page 154).

Laboratory Safety and Usage

1. Laboratory equipment, bacteria, supplies, and chemicals may be used by students only with permission from the instructor of that lab.
2. Laboratory equipment, bacteria, supplies, and chemicals may be used by students only after proper instruction and review of correct techniques and handling by the instructor.
3. General and specific lab safety and behavior instructions are located in Activity 1 of the Laboratory Manual.
4. It is the student's responsibility to review and follow the instructions for proper preparation and safe handling of equipment and bacteria.
5. Failure to follow the safety and behavior instructions can result in immediate withdrawal from the course.

Academic Dishonesty: Academic dishonesty including cheating and plagiarism will not be tolerated and will be dealt with in accordance with college policy (See the Phoenix College Student Handbook pages 168-169).

Disruptive and unsafe behavior: Disruptive behavior in class will not be tolerated and will be dealt with in accordance with college policy. Disruptive behavior includes the harassment of other students or instructor and inappropriate or unsafe activities with respect to other students, instructors, equipment or supplies (See the Phoenix College Student Handbook pages 162-170). The use of cell phones during class time is considered disruptive and cell phones must be turned off or set to vibrate. Talking on a cell phone or using text messaging during class time is not tolerated. Cameras and the use of cameras of any kind will not be allowed in class without permission of instructor.

Disability Support Services: It is a student's responsibility to meet with the campus Disability Support Services Office before the first week of class, or as soon as possible. (See the Phoenix College Student Handbook pages 25 and 175).

Course Schedule****Course scheduled activities are subject to change by the instructor.**

Week	Date	Lecture_a	Lab_b
Week 1	1/18	Unit 1. Microorganisms Ch 1, 3, 11-13	Act. 1: Lab Orientation Act. 2: Aseptic Technique Act. 3: Streak Plate
Week 2	1/25	Microorganisms (cont.)	Lab Quiz 1 Act. 5: Smear Preparation Act. 6: Gram Staining Mystery Cont'd: Act. 2, 3
Week 3	2/1	Lecture Exam 1	Act. 4: Microscopy
Week 4	2/8	Unit II. Growth of Microorganisms Ch 5, 6, 7	Lab Quiz 2 Microbe Library Activity (30 pts)
Week 5	2/15	Growth of Microorganisms (cont.)	Mystery Microbe Assignment Due Act. 7: Isolation Media
Week 6	2/22	Lecture Exam 2	Act. 8: Disinfectants Act. 9: Handwashing & Antiseptics Cont'd: Act. 7
Week 7	3/1	Unit III. Control of Microorganisms Ch 9, 10	Lab Quiz 3 Act. 10: Antibiotics Cont'd: Act. 8 & 9
Week 8	3/8	Control of Microorganisms (cont.)	Lab Quiz 4 Cont'd: Act. 10
Week 9	3/15	Spring Break	No Class
Week 10	3/22	Lecture Exam 3	Act. 11: Skin Bacteria
Week 11	3/29	Unit IV. Immunology Ch 15, 16, 18	Lab Quiz 5 Cont'd: Act. 11
Week 12	4/5	Immunology (cont.)	Lab Quiz 6 Act. 12: Respiratory Bacteria Act. 13: Oral Bacteria
Week 13	4/12	Lecture Exam 4	Cont'd: Act. 12 & 13
Week 14	4/19	Topic Report 2 (30 points) Unit V. Infectious Disease Ch 14, select parts of Ch 19-25	Lab Quiz 7
Week 15	4/26	Infectious Disease (cont.)	Lab Quiz 8
Week 16	5/3	Lecture Exam 5	Act. 14: Epidemiology & ELISA
Finals Week	5/8	Final Exam (optional)	#0466 Tues 5/8 10-11:50am #5408 Tues 5/8 5:30-7:20pm

I acknowledge that I have read and, do hereby, agree to abide by the terms and policies outlined in this syllabus.

Student's signature

Date

Instructor's signature

Date