

**Lab Instructor Information**

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**Labs taught**

#0530 Tues 1pm, #0532 Weds 10am, #0535 Thurs 1pm, Room DB-123

**BIO 205 Lab Requirements**

1. Lab exercises will be supplied by instructor.
2. A pen and pencil are required for every lab meeting and quiz.
3. All written assignments must be word processed from a computer.
4. Food and beverages are forbidden in lab and proper attire is required.
5. Late arrival or early departure from lab will be counted as an absence and zero points for any exercise and quiz from that lab meeting.

**Grading scale and points**

<i>Grade</i>	<i>Percent of points</i>	<i>Evaluations</i>	<i>Count</i>	<i>Points</i>	<i>Total</i>
A	100 - 90%	Lab Quizzes	12*	20	220
B	89 - 80%	Lab Reports	2		100
C	79 - 70%	Lab Total			320 (40%)
D	69 - 60%	Lecture total			500 (60%)
F	59 - 0%	Course total			820

\*The lowest score is dropped.

**Evaluation and Grading Policy**

1. Keep all returned tests, quizzes, and reports for your records.
2. Lecture and lab points will be added together for one grade at the end of the semester. Extra credit assignments are not assigned.
3. Every student is required to take all lab quizzes. The lowest quiz score will be dropped from the total points.
4. Lecture and lab tests and quizzes are given promptly at the beginning of class period. Late arrival for quizzes results in a missed quiz and zero points for that quiz.
5. Lecture and lab written work are due during the class period assigned by the instructor. Written work submitted after the assigned due time is not accepted resulting in zero points for that assignment.

**Laboratory Attendance, Preparation, and Activities**

1. Attendance in every assigned lab is required. Late arrival or early departure from lab will be counted as an absence and zero points for any exercise and quiz from that lab meeting. Make up labs may be allowed at the discretion of the instructors in valid emergencies and must be accomplished during the same week of the missed lab.
2. Preparation It is the students' responsibility to be prepared for each lab meeting. Preparation for lab includes prior review of the lab exercises, preparation for testing, and written work due. Every student must bring their Lab manual, a pen and pencil, and proper supplies for every lab session. Failure to bring proper supplies will result in zero points for that lab. Students may choose to make audio recordings of lab discussions. The instructor will give handouts for lab instructions and background theory. Students are responsible for all lab activities, materials and the performance of lab activities described by the instructor. Lab activities will be covered in the order listed in the table, but may be changed at the discretion of the instructor.

3. Labs begin with a quiz covering previous and current lab exercise material. Lab quizzes will consist of written short answers to questions. The lowest quiz score will be dropped from the total lab points. There is no extra credit because the lowest score will be dropped. Quizzes will be given promptly at the start of each lab session and late arrivals will not be able to take the quiz receiving no points for that quiz. "Make up" quizzes are only available at the discretion of the instructor in a valid emergency. Quiz dates are listed on this handout and may be subject to change at the discretion of the instructor. Any change in quiz dates will be announced in advance.

### **Laboratory Safety and Usage**

1. Microbiology student labs require student use and exposure to bacterial cultures, chemicals, and electrical and mechanical lab equipment that can pose safety and health risks to students. Students are required to strictly adhere to all written and verbal instructions delivered in microbiology class for the safe and proper use of all lab materials.
2. Laboratory equipment, bacteria, supplies, and chemicals may be used by students only with permission from the instructor of that lab. Lab equipment, bacteria, supplies and chemicals may be used by students only after proper instruction and review of correct techniques and handling by the instructor. The instructor may not allow any student use lab materials if the instructor feels the student doesn't understand the safe and proper use of the lab materials or that the student behaves in an unsafe manner.
3. General and Specific lab safety and behavior instructions are included in the first lab meeting handout. It is the students' responsibility to review and follow the instructions for proper preparation and safe handling of equipment and bacteria. Failure to follow the safety instructions and lab behaviors in the first lab meeting handout and the instructor can result in immediate withdrawal from the course.

### **Disruptive and unsafe behavior:** (See the Phoenix College Student Handbook)

Disruptive behavior in lab 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. The misuse or unsafe use of any lab supplies or equipment can result in immediate withdrawal from the course. The removal of any lab supplies or equipment from the lab classroom will result in immediate withdrawal from the course and reporting to college safety. 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.

### **Lab Microbe Reports**

There are two microbe reports assigned in lab.

The first assigned report will be assigned as an electronic and library database research project. In this project students will be assigned an infectious microbe to research and fill out a form summarizing and detailing characteristics of the microbe and infections caused by the microbe.

The second microbe assignment will be to identify a bacteria from a sample assigned to each student. Students will have at least four lab sessions to complete identification work for their organism. A written report is required for each bacteria identification. Due dates are firm and late reports will not be accepted. Report due dates are listed on this handout and may be subject to change at the discretion of the instructor. Any change in due dates will be announced in advance.

<b>Dates</b>	<b>Lab Exercises</b>	<b>Lab Activities</b>
<b>1/15 – 1/18</b>	MLK Day	<b>No Labs (Cotter &amp; Rosati)</b>
<b>Meeting 1</b> 1/22 – 1/25	1,2, 3	Lab Orientation and Safety Transfer of Bacteria using Aseptic Technique Streak Plate Method
<b>Meeting 2</b> 1/29 – 2/1	4,5,6	<b>Quiz 1</b> Smear Preparation Gram Staining Microscopy
<b>Meeting 3</b> 2/5 -2/8	7	<b>Quiz 2</b> Mystery Microbe Library Activity (40 points) 0528, 0530, 0532, 0534, 0535: L122 Multipurpose Rm 0529: Library Encanto Room
<b>Meeting 4</b> 2/12 -2/15	8, 9	<b>Mystery Microbe Assignment Due</b> Oxygen Requirements Media for Isolation of Microbes
<b>2/19 – 2/22</b>	President's Day	<b>No Labs</b>
<b>Meeting 5</b> 2/26– 3/1	10,11, cont'd 8, 9	<b>Quiz 3</b> Ultraviolet Radiation Heat
<b>Meeting 6</b> 3/5 – 3/8	12, 13, 14 cont'd 10,11	<b>Quiz 4</b> Disinfectants Handwashing and Antiseptics Patient Specimen Unknown (60 points)
<b>3/12 – 3/16</b>	Spring Break	<b>No Labs</b>
<b>Meeting 7</b> 3/19 - 3/22	cont'd 12,13, 14	<b>Quiz 5</b> Patient Specimen Unknown (continued)
<b>Meeting 8</b> 3/26 – 3/29	15, 16 14 cont'd	<b>Quiz 6</b> Bacteria of the Skin Transformation of <i>Escherichia coli</i>
<b>Meeting 9</b> 4/2 – 4/5	17 cont'd 14, 15, 16	<b>Quiz 7</b> Antimicrobial Susceptibility Testing
<b>Meeting 10</b> 4/9 – 4/12	18 cont'd 17	<b>Quiz 8</b> Food Microbiology: <i>Staphylococcus</i> and <i>Salmonella</i>
<b>Meeting 11</b> 4/16 – 4/19	19 cont'd 18	<b>Quiz 9</b> <b>Unknown Report Due</b> Detection of Coliforms in Water
<b>Meeting 12</b> 4/23 – 4/26	20, 21 cont'd 18, 19	<b>Quiz 10</b> Bacteria of the Respiratory Tract Oral Bacteria
<b>Meeting 13</b> 4/30 – 5/3	22 cont'd 20, 21 Clean up	<b>Quiz 11 &amp; 12</b> Epidemiology & ELISA