

Course ID:	Course Title:	Fall 2019
BIO 131	Introduction to the Cellular Basis of Life	Prerequisite: Biology 30
		Credits: 3

Class Information		Instructor Information		Important Dates	
Days:	Tuesday and Thursday	Instructor:	Dr. Chris Wang	First day of classes:	Wed, Sept 4
Time:	8:15 – 9:30 AM	Email:	Chris.Wang@ambrose.edu	Last day to add/drop, or change to audit:	Sun, Sept 15
Room:	A2210	Phone:	(403) 410-2000 ext. 6910	Last day to request revised exam:	Fri, Nov 1
Lab/ Tutorial:	~3 hours/week	Office:	L2113	Last day to withdraw from course:	Mon, Nov 18
	Tue (1-3:45 PM or 4-6:45 PM) in A2151	Office Hours:	by appointment	Last day to apply for coursework extension:	Mon, Nov 25
Final Exam:	1-3 PM on Dec. 14 (Saturday) in A2210			Last day of classes:	Wed, Dec 11

Course Description

This course will cover the fundamental principles of cellular biology including organelle structure and function, metabolism, genetics, cell division, protein synthesis, and molecular biology of eukaryotic cells. It will examine the basic principles of biological systems, including the biology and function of viruses and bacteria. This course consists of 3 hours of lectures per week, plus a 3-hour lab.

Students cannot take both BIO 105 and BIO 131 or BIO 133 for credit in one degree.

Expected Learning Outcomes

It is the aim of the course that students acquire the following skills:

1. Students will gain a greater understanding of fundamental biological principles and be able to apply these principles to biological problems and questions.
2. Students will be able to discuss the evolutionary history, biological diversity and modern relationships between prokaryotes and eukaryotes, as well as cellular function and DNA technology
3. Students will learn laboratory techniques essential to research in biology-related fields.
4. Students will collaborate with peers to design and carry out research and be able to present this in written and oral formats.

Textbooks

Biology: Exploring the Diversity of Life 4th Ed (Russell et al, 2018) and MindTap

(Required)

- Hardcopy + MindTap - ISBN: 9780176862466, or
- eTextbook + MindTap - ISBN: 9780176770952

Course Schedule

The following schedule provides a general guideline and timetable for topics and tests. It may change depending on the progress throughout the semester.

Date	Lecture Topic	Readings (Russell's 4 th Ed)
	Laboratory of the Week	
Sept. 05	Introduction to BIO 131	
Sept. 10	Topic 1: Scientific Method and Organization of Matter	Purple Pages: F2 - F42
	Measurement in Science	
Sept. 12	Topic 1: Scientific Method and Organization of Matter	
Sept. 17	Topic 1: Scientific Method and Organization of Matter	
	Microscopy	
Sept. 19	Topic 2 - An Overview of Structure and Function of Cells	Ch 2: 24 - 50
Sept. 24	Topic 2 - An Overview of Structure and Function of Cells	
	Cell Membrane Structure: Scientific method	
Sept. 26	No class due to Spiritual Emphasis Day	
Oct. 01	Topic 3 - Cell Membranes and Signalling	Ch 4: 76 – 98
	Osmosis and Diffusion	
Oct. 03	Topic 3 - Cell Membranes and Signalling	
Oct. 08	Topic 4 - Energy and Enzyme	Ch 3: 52 – 74
	Enzyme Function: Catalysis with catalase	
Oct. 10	Topic 4 - Energy and Enzyme	
Oct. 15	Topic 5 - Cellular Respiration	Ch 5: 100 – 122
	Fermentation	
Oct. 17	Topic 5 - Cellular Respiration	

Oct. 22	Topic 6 - Photosynthesis	<i>Ch 1: 4 – 23</i> <i>Ch 6: 124 – 146</i>
	Rate of Cellular Respiration	
Oct. 24	Topic 6 - Photosynthesis	
Oct. 29	<i>In-Class Midterm Exam</i>	
	Rate of Photosynthesis	
Oct. 31	Topic 7 - Cell Cycle - Mitosis	<i>Ch 7: 148 – 171</i>
Nov. 05	Topic 7 - Cell Cycle - Mitosis Topic 8 - Cell Cycle - Meiosis	<i>Ch 7: 148 – 171</i> <i>Ch 8: 172 – 197</i>
	Duration of stages in the cell cycle	
Nov. 07	Topic 8 - Cell Cycle - Meiosis	
Nov. 12	<i>No Lecture due to Reading Week</i>	
	<i>No Lab due to Reading Week</i>	
Nov. 14	<i>No Lecture due to Reading Week</i>	
Nov. 19	Topic 9 - DNA Structure, Replication, and Organization	<i>Ch 11: 251 – 275</i>
	DNA extraction	
Nov. 21	Topic 9 - DNA Structure, Replication, and Organization	
Nov. 26	Topic 10 - Gene Structure, Expression, and Mutation	<i>Ch 12: 277 – 305</i>
	Transcription and Translation	
Nov. 28	Topic 10 - Gene Structure, Expression, and Mutation	
Dec. 03	Topic 11 - Control of Gene Expression	<i>Ch 13: 306 – 331</i>
	Review	
Dec. 05	Topic 12 - DNA Technologies	<i>Ch 14: 333 – 346</i>
Dec. 10	Topic 12 - DNA Technologies	
	No lab	

Requirements:

- it is required to sign up for **Top Hat** in-class response system at <https://tophat.com/>
 - BIO 131 (Introduction to the Cellular Basis of Life) join code: **510637**
 - make sure the Ambrose University WiFi is used, and the Bluetooth function is turned on
 - if each question is 1 point: 0.5 is assigned for participation and 0.5 for correctness
- it is required to sign up for **MindTap**:
 - please refer to the “MindTap Day One.pdf” document for registration guidance
 - course link: <https://login.nelsonbrain.com/course/MTPN9KHN8DXG>
 - course key: MTPN-9KHN-8DXG
- students are encouraged to read the corresponding chapter prior to attending lectures
- students are encouraged to generate their own notes according to their learning styles
- lecture materials, except fill-in slides, and assignments will be posted on Moodle

Optional:

- Piazza discussion forum (free sign up)
 - class link: piazza.com/ambrose/fall2019/bio131/home

Attendance:

- lecture attendance will be taken through students’ participation in Top Hat questions. Students, who absent from lecture(s), are responsible for the course materials covered.
- doctor’s notes are required for deferred midterm and final exams
- attendance is required for laboratory exercises

Evaluation Methods:

Evaluation Methods	Due Date	Weighting
Top Hat Exercises	multiple	3%
MindTap Assignments	multiple	10%
Genetic Assignment	TBD	2%
Laboratory Components	multiple	30%
Midterm Exam	Oct. 29 th , 2019	20%
Final Exam (cumulative)	Dec. 14, 2019 (1-3 PM) in A2210	35%
Total		100%

Group Members:

Name	E-mail	Cell

Midterm Exam:

- focus on understanding the biological concepts rather than detail memorization
- NO make-up or deferred exam unless evidence of legitimate excuse, such as doctor's notes, is presented

Final Exam:

- final exam is *comprehensive (i.e. cumulative)*

Grade Summary:

Percent (%) to Letter Grade Conversion	Grade	Grade Point	Description
92.00% - 100%	A+	4.0	Excellent
85.00% - 91.99%	A	4.0	
80.00% - 84.99%	A-	3.7	
77.00% - 79.99%	B+	3.3	Good
73.00% - 76.99%	B	3.0	
70.00% - 72.99%	B-	2.7	
67.00% - 69.99%	C+	2.3	Satisfactory
63.00% - 66.99%	C	2.0	
60.00% - 62.99%	C-	1.7	
55.00% - 59.99%	D+	1.3	
50.00% - 54.99%	D	1.0	Minimal Pass
00.00% - 49.99%	F	0	Fail

Because of the nature of the Alpha 4.00 system, there can be no uniform University-wide conversion scale. The relationship between raw scores (e.g. percentages) and the resultant letter grade will depend on the nature of the course and the instructor's assessment of the level of each class, compared to similar classes taught previously.

Please note that final grades will be available on student registration system. Printed grade sheets are not mailed out.

Other:

Classroom Etiquette:

Electronic Devices

Although computers and tablets can be used in the class for taking lecture notes. Please turn off the ring tone of cellular phone - it is very distracting to hear someone's phone go off in class. Texting and movie watching are prohibited in class.

Attend every class

You will find that students who attend every class, listen to the instructor and take good notes will be more likely to pass (with a higher grade). If you have an emergency or illness, please contact me ahead of time to let me know that you will be absent.

Important note: if you miss a class it is your responsibility to to make up the missed work.

Get to Class On Time

Students, who walk into the classroom late or leave early, distract other students and disrupt the learning environment.

Do Not Have Private Conversations

The noise is distracting to other students. Also, talking to classmates during lecture and presentations disrupts the normal learning environment.

Do Not Get Up and Walk Out Halfway Through the Class

It disturbs people and gives the unmistakable impression that you don't respect the class, the other students or the instructor. The instructor has the right to finish his or her thought at the end of the class period and conclude the class in an orderly fashion without people standing up and walking out

Your Classmates Deserve Your Respect and Support

Others may have different ideas and opinions from yours, they may ask questions you perceive to be "stupid," but they deserve the same level of respect from you as you wish from them.

Plagiarism:

Plagiarism is a very serious academic offence that involves presenting work in a course as if it were the result of one's own study and investigation when, in fact, it is the work of someone else. Plagiarism takes place when:

- an essay or other work is copied from another source, including your peer's work, and submitted as one's own
- parts of a work, including words, ideas, images or data, are taken from a source without acknowledgement of the originator
- work presented for one course is also submitted for another course without prior agreement of the instructors involved
- another person prepares the work that is submitted as one's own
- substantial editorial or compositional assistance from another person is received on work that is submitted as one's own

Cheating:

Cheating is also a very serious academic offence. Cheating on examinations, assignments and/or labs may take a number of forms, including:

- tampering or attempting to tamper with examination scripts, class work, grades or class records
- obtaining unauthorized assistance from anyone during the course of an examination
- impersonating another student during examinations
- falsifying or fabricating lab reports
- communicating with other students during an examination
- bringing unauthorized written material or electronic devices to an examination
- possessing, distributing, or attempting to possess or distribute unauthorized material in respect to examinations
- attempting to read the examination papers of other students
- deliberately exposing one's own examination papers to another student

Ambrose University Academic Policies:

Communication

All students have received an Ambrose e-mail account upon registration. It is the student's responsibility to check this account regularly as the Ambrose email system will be the professor's instrument for notifying students of important matters (cancelled class sessions, extensions, requested appointments, etc.) between class sessions. If students do not wish to use their Ambrose accounts, they will need to forward all messages from the Ambrose account to another personal account.

Registration

During the **Registration Revision Period** students may enter a course without permission, change the designation of any class from credit to audit and /or voluntary withdraw from a course without financial or academic penalty or record. Courses should be added or dropped on the student portal by the deadline date; please consult the List of Important Dates. After that date, the original status remains and the student is responsible for related fees.

Students intending to withdraw from a course after the Registration Revision Period must apply to the Office of the Registrar by submitting a "Request to Withdraw from a Course" form or by sending an email to the Registrar's Office by the **Withdrawal Deadline**; please consult the List of Important Dates on the my.ambrose.edu website. Students will not receive a tuition refund for courses from which they withdraw after the Registration Revision period. A grade of "W" will appear on their transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

Exam Scheduling

Students, who find a conflict in their exam schedule must submit a Revised Examination Request form to the Registrar's Office by the deadline date; please consult the List of Important Dates. Requests will be considered for the following reasons only: 1) the scheduled final examination slot conflicts with another exam; 2) the student has three final exams within three consecutive exam time blocks; 3) the scheduled final exam slot conflicts with an exam at another institution; 4) extenuating circumstances. Travel is not considered a valid excuse for re-scheduling or missing a final exam.

Electronic Etiquette

Students are expected to treat their instructor, guest speakers, and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to use electronics for purposes unrelated to the course during a class session. Turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Do not use iPods, MP3 players, or headphones. Do not text, read, or send personal emails, go on Facebook or other social networks, search the internet, or play computer games during class. Some professors will not allow the use of any electronic devices in class. The professor has the right to disallow the student to use a

laptop in future lectures and/or to ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Academic Calendar. Personal information (information about an individual that may be used to identify that individual) may be required as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Extensions

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period unless they have received permission for a course Extension from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the deadline date; please consult the List of Important Dates. Course extensions are only granted for serious issues that arise "due to circumstances beyond the student's control."

Appeal of Grade

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Registrar's Office in writing and providing the basis for appeal within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal. If the appeal is sustained, the fee will be refunded.

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to acknowledge to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university. Students are expected to be familiar with the policies in the current Academic Calendar that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

Note: Students are strongly advised to retain this syllabus for their records.