BSC 461.01W Biology for Middle School Teachers
COURSE SYLLABUS: Summer II 2022

INSTRUCTOR INFORMATION

Instructor: Susan Gossett, Adjunct Faculty
Office Location: No Campus Office
Office Hours: None (Contact Instructor through MyLeo Course Email or susan.gossett@tamuc.edu)
Office Phone: No Office Phone Number
Office Fax: No Office Fax Number
University Email Address: susan.gossett@tamuc.edu
Preferred Form of Communication: Email
Communication Response Time: Within 24 hours

COURSE INFORMATION

BSC 461.01W Course Materials and Resources (Required)

Textbook: Biology: Concepts and Investigations Biology: The Essentials
Edition: 5th edition
Author: Mariëlle Hoefnagels
Publisher: McGraw-Hill
ISBN: 9781260542141 (Looseleaf & Connect® package)

Course materials and resources are required upon the commencement of the semester. The textbook with accompanying Connect® access code identified on the course syllabus is required for BSC 461.01W Biology for Middle School Teachers. While it is solely the student's discretion to purchase the required textbook with Connect® wherever they choose, extensions on discussions and/or assignments will not be granted due to delay(s) in obtaining the required course materials for BSC 461.01W. In addition to the required textbook with Connect® access, students enrolled in BSC 461.01W must have or have access to a compatible and dependable computer/device and Internet service provider for participation and completion of the BSC 461.01W coursework. A reliable computer/device and access to link with the Internet course is essential for the online course for BSC 461.01W. Students who do not have access to a compatible and reliable computer/device and/or Internet provider may utilize the resources provided by Texas A&M University - Commerce in Gee Library or the various computer labs located on the campus. **Please Note**: The three-hole punch version textbook with Connect® selected for the course was more economical for students than a hard copy textbook. Students who wish may purchase the eBook with Connect® access from McGraw-Hill upon registering for Connect® assignments through the BSC 461.01W MyLeo Online course.

Course Description

BSC 461 - Biology for Middle School Teachers (3 Hours)

This course will examine the necessary content for students wishing to teach at the fourth through eighth grade level. This course will combine both content and pedagogy. Emphasis will be placed on

the content as expressed in the Texas Essential Knowledge and Skills. This course cannot be used for advanced credit for a biology major or minor.

Student Learning Outcomes

Students will understand and be able to effectively apply biological concepts which can be incorporated into their classroom lesson plans, identify the main principles of biology, and become versed in the basic terminology employed in various specialized fields of biology and clarify the process of science. The chapter reading assignments support the Life Science Core Competencies for grades 4 - 8 Science Teachers.

Please Note: The Life Science Core Competencies required for your degree are ***very*** broad. There are ***5 major*** Competencies with ***27 subcomponents*** segregated across the 5 major Competencies. Of these 27 subcomponents, ***one*** subcomponent is to identify and describe the functions of the human body systems. Although a requirement for this course is 8 hours of biological semester hours, the options for the 8 hours vary. To cover all the Life Science Competencies in a 5 week semester would be overwhelming, thus as such the course is designed to explore some competencies possibly not covered in biology courses students might have taken. Some concepts will be covered in weekly discussions and chapter readings/assignments while other topics (chapters) will be "expected" students have covered in previous courses. These "expectations" will be noted under **Student Learning Outcomes** of the syllabus. If a student is not familiar with the chapters not covered in the course, it is recommended students review these topics (chapters) before their degree completion and testing.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

The following are minimal technical skills required for the coursework for BSC 461.01W:
1. Access to a dependable computer/device and/or Internet connection.
2. Ability to use and navigate MyLeo Online (D2L Brightspace) for Texas A&M University - Commerce containing the BSC 461.01W coursework.
3. Ability to use and navigate McGraw-Hill's Connect® website containing the course assignments.
4. Ability to effectively communicate in MyLeo Online ***Discussions*** for specific pedagogy topics demonstrating critical thinking for appropriate grade level.

Minimal Individual Skills Needed

The following are minimal individual skills required for the coursework for BSC 461.01W:
1. Ability and dedication of time and study for the course readings, discussions, and assignments.
2. Ability and dedication to adhere to the course policies.
3. Ability and dedication to adhere to the due dates and times for the graded discussions and chapter assignments.

Instructional Methods

BSC 461.01W Biology for Middle School Teachers is delivered 100% online, thus students will need an accessible, dependable, and compatible computer/device and Internet connection. Students

should check the compatibility of their computer/device with MyLeo Online (D2L Brightspace) and McGraw-Hill's Connect® presented on the course syllabus. BSC 461.01W coursework provides specific chapter readings, assignments, and discussion forums to facilitate students achieving the outcomes/objectives identified for the course. Students will work toward achieving these outcomes/objectives through (1) thorough understanding of the course requirements, policies, and expectations; (2) chapter assignments derived from the assigned chapter readings, and (3) four weekly discussions on curriculum biological topics and their integration into a classroom teaching. The syllabus outlines an explanation of each of the course activities and assignments that include the due date, assignment instructions, and other requirements and expectations.

BSC 461.01W Expectations of Previous Course Knowledge/Learning

1. Students understand the chemical basis of life: (1) elements, atoms, and molecules; (2) water's life-supporting properties; and (3) chemical reactions. (Chapter 2)
2. Students understand and can describe the functions of the human body systems. (Chapters 25 - 35)

Please Note: The registration in Connect® is active for 6 months. There are practice assignments included covering the above topics (chapter listings below) for "course expectations of previous knowledge/learning." While these are **not assigned or included in the course grading**, it will allow students to "check" their knowledge regarding these "expectations of previous knowledge/learning" Core Competencies for Life Science prior to the expiration of their Connect®. It is recommended if students are not familiar with the concepts of these chapters to schedule personal time **after** the semester ends to cover these prior to obtaining their degree and certification testing. After the semester ends, students will need to use the following website to access the "practice assignments" which are not assigned or included in the semester's course grade:

https://connect.mheducation.com/class/s-gossett-summer-ii-2022-bsc-46101w-biology-for-middle-school-teachers-1

Chapter 2 - The Chemistry of Life
Chapter 25 - Animal Tissues and Organ Systems
Chapter 26 - The Nervous System
Chapter 27 - The Senses
Chapter 28 - The Endocrine System
Chapter 29 - The Skeletal and Muscular Systems
Chapter 30 - The Circulatory System
Chapter 31 - The Respiratory System
Chapter 32 - Digestion and Nutrition
Chapter 33 - Regulation of Temperature and Body Fluids
Chapter 34 - The Immune System
Chapter 35 - Animal Reproduction and Development

The symbol to the left is associated with the "***Practice Assignments***" which are not assigned are included in the course grade. The following are the criterion applied to the assignments for the above chapters:

1. These are designated as ***Practice*** in the Connect® category.
2. Attempts are not timed
3. Printing is allowed
4. Unlimited attempts are allowed
5. Access to eBook and resources is allowed
6. Access to hints are allowed
7. Access to "check my work" is allowed

Connect® Access and Registration

1. Students need a dependable and compatible computer and Internet access for registration, accessing, and submission to Connect®. Students should check their personal computer and system requirements for Connect® compatibility after registration. **Important Note**: Students **must** register in Connect® with the **name associated with Texas A&M University - Commerce records**. The recognition of nicknames, maiden names, or married names, other than the one associated with their Texas A&M University - Commerce account would not allow for proper application of grades.

2. Students need an access code to register in Connect®. The required access code comes with the textbook if purchased new at the University bookstore. Alternatively, if students choose to buy their textbook from another source which does not include the access code, purchase a used textbook wherein the access code has been previously registered, or choose to use eText, they can buy instant access from the publisher with a credit card during registration.

How to Register for Connect® through BSC 461.01W MyLeo Online Course

Connect® access codes are: (1) included with the *Biology: Concepts and Investigations 4th Edition* from the Texas A&M University - Commerce Bookstore or (2) students may purchase Connect® with eBook access separately online from the publisher. ***Please Note***: You can register in Connect® and have access to the course assignments and course resources without an access code for a "***free trial***" limited period of two weeks; however, after the two week free trial students will ***no longer*** have access to the course materials without purchasing the access code. ***Please Note***: The two week free trial is **only** an option that begins with the first date for the semester. Students should pay special attention to the "notes" included to ensure proper course registration. The following is a stepwise process for registration in Connect®.

1. Mozilla Firefox® or Google Chrome® browsers are recommended for both Connect® and MyLeo Online.
2. Students will register for Connect® through their BSC 461.01W MyLeo Online course. Connect® includes most course assignments for BSC 461.01W. The only exceptions will be the four discussions which will be submitted through the BSC 461.01W MyLeo Online course.
3. Under the ***Content*** of the BSC 461.01W MyLeo Online course, there is course module entitled "***Connect***".
a. Click on ***Connect***.
b. Scroll to the bottom of the screen and click on ***McGraw-Hill***.
c. Click on ***Go to My Connect Section*** ***Please Note***: When you register for Connect®, students need to ***enter the name associated with Texas A&M University - Commerce records for proper***

grading (e.g. recognition of nicknames, maiden names, or such would not allow grading to be associated to the proper student).
d. Follow the steps to sign in to Connect® (either registering with an access code, register for the "free courtesy" trial, or purchase access for Connect® and eBook from the publisher).
4. If students experience problems with registration or with modules within Connect®, they will need to contact McGraw-Hill's CARE through http://www.mhhe.com/support or at **800-331-5094**. **Please Note**: MyLeo Online (D2L Support) **will not** be able to assist with the publisher's website. The course information is as follows should you need to contact McGraw-Hills CARE:
a. Texas A&M University - Commerce (Institution)
b. Susan Gossett (Instructor)
c. susan.gossett@tamuc.edu (Instructor email)
d. Summer II 2022 BSC 461.01W Biology for Middle School Teachers (Course Identification)

Important Note: The registration dates in Connect are date controlled, thus once **August 11** date has passed students will no longer be able to register in Connect containing the course assignments.

Connect® Support

If students should have issues while registering or using Connect®, they should contact McGraw-Hill's CARE through http://www.mhhe.com/support or at **800-331-5094**. To avoid problems related to unexpected technical issues, students are advised not to wait until the last minute to complete assignments. The technical support team at Connect® can take care of problems students might incur. **Please Note**: MyLeo Online (D2L Support) **will not** be able to assist with the publisher's website.

Components for BSC 461.01W Course Grade

The graded course components for BSC 461.01W include:

1. There are 28 assigned textbook chapter readings for the semester. For each assigned chapter reading, there is a corresponding chapter assignment. All chapter assignments are derived from the required Connect® website. In an effort to allow students to best individualize the course chapter readings and assignments based on their personal schedule, all chapter assignments are available upon the commencement of the course on **Monday, July 11** with a final due date for all chapter assignments when the semester ends on **Thursday, August 11 at 11:59 p.m**. Although the instructor encourages students to follow the weekly **COURSE OUTLINE/CALENDAR** for the chapter readings and corresponding chapter assignments, each student will ultimately decide the schedule that works best for the completion of the textbook chapter readings and the corresponding chapter assignments. The final grades for the course will be entered the morning of **Friday, August 12** after the final due date and time for the chapter assignments.

2. Students are required to participate in a "virtual learning" classroom through four scheduled weekly discussions. The four weekly discussions ***do*** have specific due dates and timeframes for submission, thus students should refer to the course syllabus to ensure submissions comply with the course schedule. During the first four weeks of the semester, there will be a specific discussion topic which is a ***graded*** component for the course which has a due date and time for responses. The earned point value for the discussion postings will be based on the following: (1) reflect good communication and

writing skills; (2) thoroughness and accuracy; (3) creativity, and if appropriate (4) proper referencing. Students are invited to comment on the postings of other students; however, students are expected to comply with the University's adherence to follow the tenets of common decency and acceptable behavior conducive to a positive learning environment in their virtual communications. The instructor will be reviewing weekly discussion forums to answer questions and/or to learn along with students.

Students should refer to the BSC 461.01W course syllabus for details regarding each of the graded components and course policies. There are specific availability and due dates for each of the graded components for the BSC 461.01W coursework. Students are expected to utilize either the course syllabus. the BSC 461.01W Biology for Middle School Teachers MyLeo Online course, or other elected means such as a calendar to ensure due dates and timeframes for discussions and assignments are met. Late work will **not** be accepted for BSC 461.01W coursework.

BSC 461.01W Course Resources

The following are course resources for BSC 461.01W:
1. Students should utilize the instructor as a course resource if needing guidance and/or clarification on: 1) course discussions and/or assignments; and/or 2) course policies, guidelines, and/or expectations.
2. Students may take advantage of free tutoring provided through the Academic Success Center at Texas A&M University - Commerce leading to BSC 461.01W course success. Students should refer to the course syllabus for contact information for the Academic Success Center.

Student Responsibilities or Tips for Success in the Course

1. Students should meticulously read the assigned chapters and if needing clarification utilize resources of the instructor and/or the tutors at the Academic Success Center.
2. Students should utilize the syllabus or other means such as a calendar to ensure they meet the due date and time for the graded course discussions and assignments as failure to abide by the designated due date and time will require excused documentation for any make-up graded discussions and/or assignments.
3. Students should not wait until the last minute to do graded discussions and/or assignments. A student's Internet and/or personal computer/device do ***not*** excuse missing a due date and time for a discussion and/or assignment. ***Please Note***: Students should review the course policy on ***Late Work*** on the BSC 461.01W course syllabus.

BSC 461.01W COURSE GRADING

BSC 461.01W chapter assignments and discussions will be based on a percentage scale. Following is an explanation of how the course discussions and chapter assignments will reflect towards the final course grade. Once completed, students have access to the individual chapter assignment grades through the BSC 461.01W MyLeo Online grade book. The grades from the Connect® website will update to the BSC 461.01W MyLeo Online grade book upon completion and submission.

BSC 461.01W Course Grade Determination

	Percentage of Course Grade
28 Chapter Assignments	**90%**
Four weekly discussions worth 2.5 points each	**10%**
Final Course Grade	**100%**

The final grade for BSC 461.01W will be based on the following scale:

A	**89.5 -100**
B	**79.5 - 89.4**
C	**69.5 - 79.4**
D	**59.5 - 69.4**
F	**59.4 or lower**

Please Note: The rules of "rounding" apply in determination of the course's final grade (e.g. 89.4 would constitute a final grade of B in the course whereas 89.5 would constitute a final grade of A for BSC 461.01W). Grades are available in the grade book of the BSC 461.01W MyLeo Online course. Students can track their progress in the course in "real time" as the points for each test and discussion assignment is reflected in the criterion of the BSC 461.01W MyLeo Online grade book.

BSC 461.01W COURSE READINGS, DISCUSSIONS, AND ASSIGNMENTS

BSC 461.01W Course Weekly Readings

There are assigned chapter readings for each week during the semester for BSC 461.01W with a corresponding chapter assignment in Connect®. Students will find the weekly scheduled textbook chapter readings and chapter assignments at the end of the syllabus under **COURSE OUTLINE/CALENDAR** that correspond to the individual weeks located with the BSC 461.01W MyLeo Online course.

BSC 461.01W Course Chapter Assignments

For each BSC461.01W assigned chapter reading, there is a corresponding chapter assignment. **Please Note**: I recommend waiting until after the semester ends to work the "practice" assignments which are **not** assigned or included in the course grade. All chapter assignments are located within the Connect® module for BSC 461.01W. In an effort to allow students to best individualize the course chapter readings and assignments based on their personal schedule, all chapter assignments are available upon the commencement of the course on **Monday, July 11** with a final due date for all chapter assignments when the semester ends on **Thursday, August 11 at 11:59 p.m**. While the instructor encourages students to follow the weekly **COURSE OUTLINE/CALENDAR** for the chapter readings and corresponding chapter assignments, each student will ultimately decide the schedule that works best for their personal academic and life to ensure course completion. The final grades for the course will be entered the morning of **Friday, August 12** after the final due date and time for the chapter assignments.

The assigned chapter assignments for each of the BSC461.01W assigned chapter readings are designated with the symbol to the left. These are assigned and included in the course grade for BSC 461.01W. The criterion for these assignments is:

1. No time limit
2. Twenty-five (25) random questions from a question pool for the corresponding chapter.
3. Allows one (1) attempt (with the exception noted under Connect® registration for Chapter 1)
4. After submission, shows total score, question responses with scores, correct or incorrect indicators, and explanation. **Note**: The following is a YouTube® link that shows "how" students can review submitted assignments.
https://www.youtube.com/watch?v=yA4oap2nnvM
5. Late work is not accepted for the coursework for BSC 461.01W Biology for Middle School Teachers. The BSC 461.01W chapter assignments allow adequate time to complete, thus as such students should not find it necessary to miss the scheduled due date and/or timeframe.

BSC 461.01W Pedagogy MyLeo Online Discussions

Students are required to participate in a "virtual learning" classroom through four weekly discussions. During the first four weeks of the semester, there will be a specific discussion topic which is a ***graded*** component for the course which has a due date and time for the student's response (the four discussions are "date controlled" for accessing and submitting). The discussion posting is located within the corresponding week of the BSC 461.01W MyLeo Online course for which it is assigned. **Please Note**: The Student Lounge is **NOT** the appropriate area in which to submit the assigned weekly discussion. Each of discussion postings counts 2.5 percent toward the final course grade. The student's earned grade for the discussions will be based on the following: (1) reflect good communication and writing skills; (2) thoroughness and accuracy; (3) creativity, and if appropriate (4) proper referencing. Students are invited to comment on the postings of other students; however, students are expected to comply with the University's adherence to follow the tenets of common decency and acceptable behavior conducive to a positive learning environment in their virtual communications. The instructor will be reviewing weekly discussion forums to answer questions and learn along with the students.

Weekly Discussion Topics

Week	Discussion Topic	Due Date at 11:59 p.m.
1	One of the Life Science Core Competencies is describing characteristics of organisms from the major taxonomy groups, including domains and kingdoms and using these characteristics to construct a dichotomous key. The discussion posting for this week is to describe how you would incorporate this learning into your classroom. This could be a learning activity, YouTube® video, or other creative learning tool.	July 16 .
2	As humans, we are 99.9% alike in our genetic information and the 0.1% creates the genetic diversity between us. Understanding the 0.1% genetic information variance in individuals leading to diseases such as Tay-Sachs, cystic fibrous, and Alzheimer's disease is the focus for research. For the discussion this week, you	July 23

	are to find a recent interesting research wherein genetic engineering is being investigated as the key to finding a cure.	
3	Evolution is a core theme in biology. Humans and chimpanzees share ~96% identical genetic information and on average the protein-coding regions of the mouse and human genomes are 85 percent identical. Some feel the topic of evolution contradicts their religious faith. The role of an instructor is to present not only knowledge but to instill the curiosity and openness of learning. How would you as an instructor overcome opposition to the teaching of evolution in your classroom?	July 30
4	The survival of all living organisms is influenced by and dependent upon their environment. Dichloro-diphenyl-trichloroethane (DDT) was developed in the early 1940s as the first of the modern synthetic insecticides. Initially, DDT was used and effective to combat malaria, typhus, and the other insect-borne human diseases among both military and civilian populations. In the United States, DDT was effective for insect control in crop and livestock production, homes, and gardens. DDT's rapid success as a pesticide and broad use in the United States and other countries led to the development of resistance by many insect pest species. The Environmental Protection Agency (EPA) in the early 1970s issued a cancellation order for DDT based on adverse environmental effects of its use, such as those to wildlife, as well as DDT's potential human health risks. Studies continued to uncover a causal relationship between DDT exposure and reproductive effects. Currently, DDT is classified as a probable human carcinogen by both U.S. and international authorities based on animal studies in which some animals developed liver tumors. (http://www.epa.gov/pesticides/factsheets/chemicals/ddt-brief-history-status.htm).Your discussion for this week should focus on a current factor affecting our environment and its causal relationship to humans.	August 6

TECHNOLOGY REQUIREMENTS

Browser Support

D2L is committed to performing key application testing when new browser versions are released. New and updated functionality is also tested against the latest version of supported browsers. However, due to the frequency of some browser releases, D2L cannot guarantee that each browser version will perform as expected. If you encounter any issues with any of the browser versions listed in the tables below, contact D2L Support, who will determine the best course of action for resolution. Reported issues are prioritized by supported browsers and then maintenance browsers.

Supported browsers are the latest or most recent browser versions that are tested against new versions of D2L products. Customers can report problems and receive support for issues. For an optimal experience, D2L recommends using supported browsers with D2L products. **Please Note**: D2L Brightspace (MyLeo Online) support for Microsoft's Internet Explorer browser ended January 2020. The browser will not work to access your online classes.

Support for Mozilla Firefox, Google Chrome, and Safari will continue. Maintenance browsers are older browser versions that are not tested extensively against new versions of D2L products. Customers can still report problems and receive support for critical issues; however, D2L does not

guarantee all issues will be addressed. A maintenance browser becomes officially unsupported after one year.

Note the following:

- Ensure that your browser has JavaScript and Cookies enabled.
- For desktop systems, you must have Adobe Flash Player 10.1 or greater.
- The Brightspace Support features are now optimized for production environments when using the Google Chrome browser, Apple Safari browser, and Mozilla Firefox browsers.

Desktop Support

Browser	Supported Browser Version(s)	Maintenance Browser Version(s)
Mozilla® Firefox®	Latest, ESR	N/A
Google® Chrome™	Latest	N/A
Apple® Safari®	Latest	N/A

Tablet and Mobile Support

Device	Operating System	Browser	Supported Browser Version(s)
Android™	Android 4.4+	Chrome	Latest
Apple	iOS®	Safari, Chrome	The current major version of iOS (the latest minor or **point** release of that major version) and the previous major version of iOS (the latest minor or **point** release of that major version). For example, as of June 7, 2017, D2Lsupports iOS 10.3.2 and iOS 9.3.5, but not iOS 10.2.1, 9.0.2, or any other version. Chrome: Latest version for the iOS browser.

- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
    - 512 MB of RAM, 1 GB or more preferred
    - Broadband connection required courses are heavily video intensive
    - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
    - Sound card, which is usually integrated into your desktop or laptop computer
    - Speakers or headphones.
    - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.

- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: JAVA web site http://www.java.com/en/download/manual.jsp
- Current anti-virus software must be installed and kept up to date.

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.
JavaScript is enabled.
Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
  - Adobe Reader https://get.adobe.com/reader/
  - Adobe Flash Player *(version 17 or later)* https://get.adobe.com/flashplayer/
  - Adobe Shockwave Player https://get.adobe.com/shockwave/
  - Apple Quick Time http://www.apple.com/quicktime/download/
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

BSC 461.01W ACCESS AND NAVIGATION

MyLeo Online (D2L Brightspace) Access and Log in Information

Students will need their campus-wide ID (CWID) and password to log into the course. If a student does not know their CWID or have forgotten their password, they should contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu**.** This course will be facilitated using MyLeo Online (D2L Brightspace), the learning management system used by Texas A&M University-Commerce. ***Please Note***: Students should ensure their computer/device being used to access BSC 461.01W and McGraw-Hill's Connect® complies with the Technology Requirements listed for the coursework. **Note:** Personal device/computer and Internet connection problems do **not** excuse the requirement to complete all BSC 461.01W course work as scheduled. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

BSC 461.01W Course Navigation

Students should begin the coursework by printing and reading the BSC 461.01W course syllabus containing a detailed outline of the course resources, policies, requirements, and the availability and due date/time for the scheduled graded components to be successful in the coursework. If a student needs clarification or has a question after thoroughly reading the syllabus, they should contact the instructor. BSC 461.01W discussions and assignments will be completed and submitted through the BSC 461.01W MyLeo Online (D2L Brightspace) course. The BSC 461.01W MLeo Online course is divided into five weekly modules.

1. All Connect® chapter assignments are located within the course module under **Content** titled **Connect**.
2. The weekly discussions will be submitted within ***Discussion Forum*** corresponding to the weekly module in BSC 461.01W Biology for Middle School Teachers MyLeo Online course.

COMMUNICATION AND SUPPORT

MyLeo Online (D2L Brightspace) Technical Support

If students have technical difficulty with any part of Brightspace, they should contact Brightspace Technical Support at 1-877-325-7778, click on the **Live Chat,** or submit an issue via email

MyLeo Online (D2L Brightspace) System Maintenance

Please note that on the 4th Sunday of each month there will be System Maintenance which means the system will not be available 12 pm-6 am CST.

McGraw-Hill 24/7 Technical Support

If students should experience issues while registering or using Connect®, they may contact McGraw-Hill's CARE through http://www.mhhe.com/support or at **800-331-5094**. To avoid problems related to unexpected technical issues, students are advised not to wait until the last minute to complete assignments. The technical support team at Connect® can take care of problems students might incur. **Please Note**: MyLeo Online (D2L Support) **will not** be able to assist with the publisher's website.

BSC 461.01W Course Student Support

If students have any questions or are having difficulties with the course material, please contact your instructor at susan.gossett@tamuc.edu

Interaction with Instructor Statement

The instructor's primary form of communication with students will be through the ***Course Announcements*** and/or the University email system. Any changes to the syllabus or other course information will be disseminated to students in these manners via the BSC 461.01W MyLeo Online course and/or the student's official University email address available to the instructor through the BSC 461.01W MyLeo Online course. It is the student's responsibility to check the ***Course Announcements*** and their University email regularly for pertinent information relating to the course, assessments/assignments, assignments, and/or due dates. If a student emails the instructor during a typical class week, they can expect a reply within 24 hours.

MyLeo Support

A student's MyLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call them at (903) 468-6000 with any questions about setting up your MyLeo email account. Students may also access information at MyLeo. https://leo.tamuc.edu

Learner Support

The One Stop Shop was created to serve students by providing as many resources as possible in one location. The website linking to the One Stop Shop is http://www.tamuc.edu/admissions/onestopshop/

Students can access this through their BSC 461.01W course:
1. Click on **More** on the Course Tool Bar
2. Click on **One Stop Shop**

Academic Success Center

The Academic Success Center (ASC) is focused on providing academic resources to help each student reach their intellectual potential and achieve academic success. They provide excellent resources available on their website to increase your ability to study effectively, facilitate time management strategies, and enhance a student's learning. The Academic Success Center provides academic resources to help students achieve academic success. Students may access The Academic Success Center at the following website address for more information and schedules: http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/

Students can access this through their BSC 461.01W course:
1. Click on **More** on the Course Tool Bar
2. Click on **Tutoring** and/or **Online Tutoring**

UNIVERSITY AND COURSE PROCEDURES/POLICIES

University Specific Procedures/Policies

Counseling Center

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit www.tamuc.edu/counsel

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the Student Guidebook.
http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx
Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: Netiquette http://www.albion.com/netiquette/corerules.html

TAMUC Attendance

For more information about the attendance policy please visit the Attendance webpage and Procedure 13.99.99.R0.01.
http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:
Undergraduate Academic Dishonesty 13.99.99.R0.03

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf

Graduate Student Academic Dishonesty 13.99.99.R0.10

http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce
Gee Library- Room 162
Phone (903) 886-5150 or (903) 886-5835
Fax (903) 468-8148
Email: studentdisabilityservices@tamuc.edu
Website: Office of Student Disability Resources and Services
http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion,

sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

Campus Concealed Carry Statement

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the Carrying Concealed Handguns On Campus document and/or consult your event organizer.

Web url:
http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

Academic Honesty

Students who violate Texas A&M University - Commerce rules of scholastic dishonesty are subject to disciplinary penalties, including (but not limited to) receiving a failing grade on the assignment/assessment and/or test, the possibility of failure in the course, and/or dismissal from the University. Since dishonesty harms the individual, all students, and the integrity of the University, policies on scholastic dishonesty will be strictly enforced. In all instances, incidents of academic dishonesty will be reported to the Department Head. Please be aware that academic dishonesty includes (but is not limited to) cheating, plagiarism, and collusion.

Cheating is defined as:

- Copying another's test of assignment
- Communication with another during an test or assignment (i.e. written, oral or otherwise)
- Giving or seeking aid from another when not permitted by the instructor
- Possessing or using unauthorized materials during the test
- Buying, using, stealing, transporting, or soliciting a test, draft of a test, or answer key

Plagiarism is a criminal activity and defined as:

- Using someone else's work in your assignment without appropriate acknowledgement
- Making slight variations in the language and then failing to give credit to the source

Students must cite ***all*** sources of information. The copying of material whether parts of sentences, whole sentences, paragraphs, or entire articles, will result in a grade of zero and can result in further disciplinary action.

Collusion is defined as:
Collaborating with another, without authorization, when preparing an assignment.

BSC 461.01W Course Specific Procedures/Policies

Attendance Policy

While BSC 461.01W is an online course, students are expected to "virtually attend class" and actively participate. Although the course does not require attendance as in traditional face-to-face classes, students should allocate time in their weekly schedule for: 1) reading the scheduled textbook chapters; and 2) completing course discussions and assignments as scheduled in the course syllabus. A student's personal participation, dedication, time management, and organization are essential for success. Virtual support and assistance is available to students through email supporting participation and success in a distance learning environment.

Drop Course Policy

It is a student's responsibility to withdraw from the course according to University policy should this become necessary.

Late Work

Late work is not accepted for BSC 461.01W coursework. The scheduling of assignments for the course includes extensive flexibility to allow any student to complete the coursework as well as any other academic or personal commitments. It is inherent in any online class that a student has availability to a dependable computer/device and Internet service provider. If a student needs access to either a computer and/or Internet, they may utilize the resources offered by Texas A&M University - Commerce (e.g. Gee Library or the various computer labs available to students throughout the campus). Reasons such as forgetting, confusing with their other courses, work schedule, and/or other similar causes are not excusable for failure to complete the graded discussions and/or assignments for the coursework for BSC 461.01W during its scheduled date and/or timeframe. Students should have a "back up" plan should personal device/computer and/or Internet service provider be a problem in successfully completing the coursework for BSC 461.01W as scheduled.

Extra Credit

There is no extra credit offered for the course. Students are responsible for ensuring their personal dedication, organization, and time management for the coursework.

Syllabus Change Policy

The syllabus is a guide and every effort will be made to complete as written; however, circumstances and events may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance through the BSC 1409.01W MyLeo Online Course Announcements or to the student's University email.

COURSE OUTLINE/CALENDAR

The instructor will make every effort to adhere to the course outline/calendar as noted below. However, the instructor reserves the right to change the schedule if a circumstance(s) necessitate. The instructor will send communication of any change(s) through the BSC 461.01W Course Announcements and/or to the student's University email. Please note this course outline/calendar runs on a Sunday - Saturday weekly schedule with the exception of Week 1 beginning on **Monday, July 11** and Week 5 ending on **Thursday, August 11**.

Discussions, Chapter Readings, and Connect® Chapter Assignments Schedule

Week 1 - Monday, July 11 through Saturday, July 16

Chapter 1 - The Scientific Study of Life
Chapter 3 - Cells
Chapter 4 - The Energy of Life
Chapter 5 - Photosynthesis
Chapter 6 - Respiration and Fermentation
Chapter 7 - DNA Structure and Gene Function
Chapter 8 - DNA Replication, Binary Fission, and Mitosis
Discussion Topic Posting (Refer to the syllabus for this week's topic)

Week 2 - Sunday, July 17 through Saturday, July 23

Chapter 9 - Sexual Reproduction and Meiosis
Chapter 10 - Patterns of Inheritance
Chapter 11 - DNA Technology
Chapter 12 - The Forces of Evolutionary Change
Chapter 13 - Evidence of Evolution
Chapter 14 - Speciation and Extinction
Discussion Topic Posting (Refer to the syllabus for this week's topic)

Week 3 - Sunday, July 24 through Saturday, July 30

Chapter 15 - The Origin and History of Life
Chapter 16 - Viruses
Chapter 17 - Bacteria and Archaea
Chapter 18 - Protists
Chapter 19 - Plants
Chapter 20 - Fungi
Discussion Topic Posting (Refer to the syllabus for this week's topic)

Week 4 - Sunday, July 31 through Saturday, August 6

Chapter 21 - Animals
Chapter 22 - Plant Form and Function
Chapter 23 - Plant Nutrition and Transport

Chapter 24 - Reproduction and Development of Flowering Plants
Chapter 36 - Animal Behavior
Chapter 37 - Populations
Discussion Topic Posting (Refer to the syllabus for this week's topic)

Week 5 - Sunday, August 7 through Thursday, August 11

Chapter 38 - Communities and Ecosystems
Chapter 39 - Biomes
Chapter 40 - Preserving Biodiversity

* **Note**: Discussion postings are **due on the week in which they are assigned**. All Connect® Chapter Homework assignments are due at **11:59 p.m. on Thursday, August 11**.