

Dr. T.M. Graham
Office # 306

BSC 109 Biology for Nonmajors II
MWF 11:00 – 11:50 a.m.

Spring, 2004
Office hours:
Mon. – Tues. 2:00 – 3:30
and by appointment

Text: **BIOLOGY: Life Features, 3rd ed.**

Chapter Assignments

Orientation; Chapter 9; Chapter 10, down to Heart Structure and Blood Circuit

***** Lecture Exam I Feb. 13, 11:00 a.m. *****

Chapter 10: Heart Structure and Blood Circuit to the end of the chapter (p. 252)

***** Lecture Exam II March 19, 11:00 a.m. *****

Chapter 11; Chapter 13

***** Lecture Exam III May 6, 8:00 a.m. *****

COURSE POLICIES

Attendance: Class attendance is expected and strongly encouraged. You are **PERSONALLY RESPONSIBLE** for any class announcements, change in assignments, information not in the text and so forth. All classes and exams are held in Room 127.

Exams and Grades: Three (3) lecture exam scores plus your lab average account for your final grade in the course. Lecture test information comes from the text and from in-class discussions. Lecture exams are multiple choice and matching (50) questions and are given here in the classroom (127) on the designated dates. *No exams are given before the assigned dates.*

Please know that there is no “extra credit” or “outside” work available. Your grade is determined solely by the scores on your three lecture exams and lab average.

If you require any special accommodations, please inform the instructor and arrangements will be made.

Makeup exams are not given except in instances of verified emergency. Makeups require a written, authorized excuse and are *not* given because of sleeping through scheduled exams, or coming to exams late, or because you “forgot,” and so on. It is your **PERSONAL RESPONSIBILITY** to contact the instructor regarding any makeup exam. *Do not wait until the end of the term to make up exams.*

Please be advised of the University academic misconduct policy prohibiting giving or receiving assistance on any lecture or laboratory exam. Noncompliance with this policy could result in withdrawal from the course, and/or a grade of F, or dismissal.

Please do not leave notes in the instructor's mailbox or elsewhere requesting an appointment, phone call or e-mail. Come to the office (# 306) during office hours or come by after class and make an appointment in person and a time will be set up that is convenient for you.

University Grading Scale

A⁺ - 99 – 100	B⁺ - 88 – 89	C⁺ - 78 – 79	D⁺ - 68 – 69	F – below 60
A - 92 – 98	B - 82 – 87	C - 72 – 77	D - 62 – 67	
A⁻ - 90 – 91	B⁻ - 80 – 81	C⁻ - 70 – 71	D⁻ - 60 – 61	

It is suggested that you attach this syllabus to the inside cover of your textbook or lab manual.