Course Proposal: Modify Course

This proposal will change the following elements of the course.
Course Description
Credit Hours Contact Hours

1. Course prefix and number: **BIO 123**

2. Effective Term/Year: **FALL 2014**

3. CIP CODE/10 digit program code: **No Change**

4. Short Course Title: **Human Biology**

Modified Short Course Title: **Human Biology**

5. What is the primary reason you are modifying this course?
This course is part of the new core and must now have a separate lecture and laboratory component. This proposal will modify the existing course to remove the lab. It will be accompanied by another form to propose a new laboratory.

6. Enter course description exactly as it now appears in the general/graduate bulletin.
Four semester hours, three hours lecture, two hours lab per week. Biological principles for non-science majors. Study of the evolution of man, organ systems, and the human organism. May not be used to meet graduation requirements of students majoring in the College of Sciences and Mathematics or for certification of high school teachers in biology. Required lab fee.

Enter modified course description exactly as it will appear in the general/graduate bulletin?
Three semester hours, three hours lecture per week. Biological principles for non-science majors. Study of the evolution of man, organ systems, and the human organism. May not be used to meet graduation requirements of students majoring in the College of Sciences and Mathematics.

7. Current Prerequisites: **No Change**

Modified Course Prerequisites:

8. College: **College of Science and Mathematics**

9. Department Teaching Course: **Biology**

10a. Instruction Type: **Lecture**

10b. Credit Hours:
Current - Maximum: **4** Minimum: **4** Maximum Hours counted toward degree: **4**
Modified- Maximum: **3** Minimum: **3** Maximum Hours counted toward degree: **3**

11a. Second Instruction Type: **ns**

11b. Second Credit Hours:
Current - Maximum: Minimum: Maximum Hours counted toward degree:
Modified- Maximum: Minimum: Maximum Hours counted toward degree:

12. Maximum contact hours each week fall semester:
Lecture: **3** Lab: **0** Other:

13. May this course be taken more than one time each semester: **No**

14. Grade Type: **Regular: A-F**

15. Describe the place of the modified course within your current curriculum. Will it be elective or required? Part of a major or a minor? (Enter NA if no change is being made.)
NA

16. How does the modified course differ from similar courses being offered at Stephen F. Austin? (Enter NA if no change is being made.)
NA

17. Syllabus: Course Learning Goals
List course objectives; describe what students who complete the course will know or be able to

do.
(Enter NA if no change is being made.)
attached syllabus

18. Syllabus: Course Outline
List the topics that the modified course will cover and indicate the approximate proposed amount
of time to be devoted to each, either by percent of course time or number of weeks. Please indicate
which topics will be required in all sections of the course and which may vary.
(Enter NA if no change is being made.)
attached syllabus

19. Syllabus: Modified Textbook/Assigned Reading Materials for course.
attached syllabus

20. Any Other Information

Dept. Chair Jean T. Moore Date: 11/5/13

College Curriculum Chair _____ Date: _____

College Dean _____ Date: _____

Grad Dean/Univ Curr Chair _____ Date: _____

Biology 123.001 – Human Biology

Instructor:	Dr. Robert Wiggers, Dept. Biology
Office:	Room 204 Miller Science Building, 468-2147, rwiggers@sfasu.edu
Office Hours:	MWF: 10 – 11; TR: 9:30 – 11; W: 1 – 3; R: 1 - 3
Text:	Human Biology, 5th ed. by Johnson
Supp. Materials:	Class notes on D2L
Class time:	TR 11 – 12:15 in S233

Course Description: Three semester hours, three hours lecture per week. Biological principles for non-science majors. Study of the evolution of man, organ systems, and the human organism. May not be used to meet graduation requirements of students majoring in the College of Sciences and Mathematics.

Pre-requisites: TSI compliance in English & Reading
Co-requisite: BIO 123L

Program Learning Outcomes: There are no specific program learning outcomes for this major addressed in this course. It is a general education core curriculum course and / or a service course.

General Education Core Curriculum Objectives / Outcomes:

- **Core Objective 1. Critical Thinking**: to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information. (SLO's 2 – 6)
- **Core Objective 2. Communication Skills**: to include effective development, interpretation and expression of ideas through written, oral and visual communication. (SLO – 5)
- **Core Objective 3. Empirical and Quantitative Skills**: to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions. (SLO – 3)
- **Core Objective 4. Teamwork**: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal. (SLO - 6)

Student Learning Outcomes:

- **SLO – 1:** Demonstrate an understanding of the scientific process by designing experiments that address a testable hypothesis (CO #1)
- **SLO – 2:** An understanding of the basic human organ systems, including their anatomy and physiology, their control, and their function in the whole organism context (CO #1)
- **SLO – 3:** Use quantitative reasoning to interpret and draw conclusions from data collected during laboratory exercises and supplemental readings in lecture (CO #1 & #3)
- **SLO – 4:** An understanding of how humans interact with and impact the ecosystem (CO #1)
- **SLO – 5:** Be able to present collected scientific data in a meaningful and clear fashion, in both written and oral form (CO #1 & #2)
- **SLO – 6:** Demonstrate the skills necessary to function as a contributing team member in order to collect and present scientific data (CO #1, #2, & #4)

Course Calendar

Week	Lecture Topic
1	Biological Molecules and Cellular Structure
2	Cellular Processes; Tissues, Organs, & Body Organization
3	Tissues, Organs, & Body Organization, cont.; The Skeletal System
4	Muscular System, Nervous System
5	Nervous System, cont; The Senses
6	Blood; The Cardiovascular System
7	The Cardiovascular System, cont; The Lymphatic System
8	The Lymphatic System, cont; The Respiratory System
9	The Digestive System; The Urinary System
10	Urinary System, cont; The Endocrine System
11	Cellular Function & Division; Reproduction & Development
12	Reproduction & Development, cont; Genetics
13	Genetics, cont; Cancer
14	Human Evolution, Humans And Their Ecosystem
15	Humans and their Ecosystem, cont
16	Final

Grading Policy

Your BIO 123 grade will be a composite grade determined by combining a grade based upon your performance in lecture and your performance in lab. In lecture, your grade will be determined by averaging your performance on:

1. Exams
2. Online assessment quizzes
3. Homework assignments on the publisher supported website.

Each of the above elements will be equally weighted in determining your lecture grade.
Your laboratory grade will be based equally upon your performance on quizzes, worksheets, and participation.

A single grade, assigned to both the lecture (BIO 123) and laboratory (BIO 123L) will determined by combining your lecture grade and laboratory grade using the following formula:

$$Biology\ 123\ course\ grade = \frac{(2)(Bio\ 123\ lecture\ grade) + (Bio\ 123\ lab\ grade)}{3}\ x\ 100$$

The letter grade is based on 90% minimum for an (A), 80% minimum for a (B), 70% minimum for a (C), 60% minimum for a (D), less than 60% is an (F).

Expectations For Student Conduct In Bio 123

1. Attendance is expected but not mandatory; generally poor attendance will earn a poor grade.

2. I expect each person to be **ON TIME**; tardy students are distracting to both me and those who made it on time and are trying to follow the lecture.

3. If you arrive late for an exam, one of two things will happen: If no one has yet completed the exam or left the room, you will be allowed to take the exam in the time remaining; if any students have left the room, you will not be allowed to take the exam and a grade of "0" will be recorded.

4. Once the exam has begun, you will not be allowed to leave the room for any reason. If you leave, you are done with the exam.

5. Make-up exams will only be allowed in the case of a University approved absence (illness **with a Doctor's note**, a family crisis with verification from another family member, or a religious holiday). ***YOU MUST NOTIFY ME WITHIN 24 HOURS OF A MISSED EXAM TO BE ELIGIBLE FOR A MAKE UP EXAM.*** If you will miss an exam due to a University sponsored outing, you must notify me before the exam date. All make-up exams will be arranged at **the instructors earliest convenience**. As per University policy (see policy A-10: Class attendance and excused absences), if you miss three weeks of class (6 days), you will ***NOT BE ALLOWED TO MAKE UP ANY SUBSEQUENTLY MISSED WORK, EVEN IF THAT PARTICULAR ABSENCE IS EXCUSED.*** Excused absences in lab may be made up by attending other lab sections in the same week as the missed lab. Once you miss (3) labs, no further work may be made up (refer to policy A-10).

6. All pagers and cell phones must be turned off or set to silent mode before entering this class. Further, cell phones must be kept off the desks during class time.

7. As per departmental policy, you are required to fill out on-line evaluations for this course. If you fail to do so, your final grade will be docked by one percentage point. Evaluations can be accessed through MY SFA under the "My Services" tab.

Academic Integrity (policy A-9.1)

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty

Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Withheld Grades (Semester Grades, policy A-54)

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

Add additional information as needed to meet your departmental or course needs.

Students with Disabilities

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Acceptable Student Behavior (Student Conduct Code, policy D-34.1)

Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Course Proposal: New Course

1. Course prefix and number: **BIO 123L**

2. Effective Term/Year: **FALL 2014**

3. CIP CODE/10 digit program code: **26.0101.00**

4. Short Course Title: **Human Biology Laboratory**

5. Enter course description exactly as it will appear in the general/graduate bulletin.
Human Biology Laboratory. One semester hour, 2 hours laboratory per week. Hands on experiments in the microscope, human anatomy & physiology, genetics, and evolution. Co-requisite BIO 123. Required lab fee.

6. Prerequisites:
TSI complete in reading and english. Co-requisite BIO 123

7. College: **College of Science and Mathematics**

8. Department Teaching Course: **Biology**

9a. Instruction Type: **Lab**

9b. Credit Hours:
Maximum: **1** Minimum: **1** Maximum Hours counted toward degree: **1**

10a. Instruction Type: **ns**

10b. Credit Hours:
Maximum: Minimum: Maximum Hours counted toward degree:

11. Maximum contact hours each week fall semester Lecture: **0** Lab: **2** Other: **0**

12. May this course be taken more than one time each semester: **No**

13. Grade Type: **Regular: A-F**

14. Will this course require additional library resources: **No**

15. Does this course replace a course on the current/previously listed inventory: **No**

16. If Yes list the prefix and number: If not applicable enter N/A:

17. What is the primary reason you are proposing this course?
Beginning in Fall, 2014, all core courses must have a separate lecture and laboratory. This proposal separates the previously integral laboratory component in BIO 123 and creates the stand-alone BIO 123L.

18. Describe the place of the proposed course within your current curriculum. Will it be elective or required? Part of a major or a minor?
This course will be part of the science component of the newly approved set of core courses beginning in Fall, 2014. It is a co-requisite with BIO 123 and can be used by students to fulfill the core science requirements on their SFA degree plan.

19. How does the proposed course differ from similar courses being offered at Stephen F. Austin?
This course is just the previously integral laboratory component of BIO 123, now a stand alone laboratory.

20. Syllabus: Course Learning Goals
List course objectives; describe what students who complete the course will know or be able to do.
see attached syllabus

21. Syllabus: Course Outline
List the topics that the proposed course will cover and indicate the approximate proposed amount of time to be devoted to each, either by percent of course time or number of weeks. Please indicate which topics will be required in all sections of the course and which may vary.
see attached syllabus

22. Syllabus: Proposed Textbook/Assigned Reading Materials for course
see attached syllabus

23. Any Other Information

Dept. Chair Janet Moore Date: 11/8/13

College Curriculum Chair _____ Date: _____

College Dean _____ Date: _____

Grad Dean/Univ Curr Chair _____ Date: _____

Biology 123L – Human Biology Laboratory

Instructor:	Mr. Justin Sullivan, Dept. Biology
Office:	Room 214 Miller Science Building, 468-2147, sullivanjb@sfasu.edu
Office Hours:	MWF: 10 – 11; TR: 9:30 – 11; W: 1 – 3; R: 1 - 3
Text:	Laboratory Manual, by Bert Atsma – to accompany Human Biology by Johnson
Supp. Materials:	Class notes on D2L

Course Description: Human Biology Laboratory. One semester hour, 2 hours laboratory per week. Hands on experiments in the microscope, human anatomy & physiology, genetics, and evolution. Co-requisite BIO 123. Required lab fee.

Pre-requisites: TSI compliance in English & Reading
Co-requisite: BIO 123

Program Learning Outcomes: There are no specific program learning outcomes for this major addressed in this course. It is a general education core curriculum course and / or a service course.

General Education Core Curriculum Objectives / Outcomes:

- **Core Objective 1. Critical Thinking**: to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information. (SLO's 2 – 6)
- **Core Objective 2. Communication Skills**: to include effective development, interpretation and expression of ideas through written, oral and visual communication. (SLO – 5)
- **Core Objective 3. Empirical and Quantitative Skills**: to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions. (SLO – 3)
- **Core Objective 4. Teamwork**: to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal. (SLO - 6)

Student Learning Outcomes:

- **SLO – 1:** Demonstrate an understanding of the scientific process by designing experiments that address a testable hypothesis (CO #1)
- **SLO – 2:** An understanding of the basic human organ systems, including their anatomy and physiology, their control, and their function in the whole organism context (CO #1)
- **SLO – 3:** Use quantitative reasoning to interpret and draw conclusions from data collected during laboratory exercises and supplemental readings in lecture (CO #1 & #3)
- **SLO – 4:** An understanding of how humans interact with and impact the ecosystem (CO #1)
- **SLO – 5:** Be able to present collected scientific data in a meaningful and clear fashion, in both written and oral form (CO #1 & #2)
- **SLO – 6:** Demonstrate the skills necessary to function as a contributing team member in order to collect and present scientific data (CO #1, #2, & #4)

Course Calendar

Week	Lab
1	The Scientific Method
2	The Microscope
3	Skeletal System
4	Skeletal Muscles
5	Nervous System
6	Sensory Perception
7	The Circulatory System
8	Microbes & the Human Body
9	Homeostasis
10	The Genitourinary System
11	Mitosis & Meiosis
12	Embryology
13	Patterns of Inheritance
14	Vertebrate Evolution
15	Global Climate Change
16	—

Grading Policy

Your BIO 123 grade will be a composite grade determined by combining a grade based upon your performance in lecture and your performance in lab. In lecture, your grade will be determined by averaging your performance on:

1. Exams
2. Online assessment quizzes
3. Homework assignments on the publisher supported website.

Each of the above elements will be equally weighted in determining your lecture grade.
Your laboratory grade will be based equally upon your performance on quizzes, worksheets, and participation.

A single grade, assigned to both the lecture (BIO 123) and laboratory (BIO 123L) will determined by combining your lecture grade and laboratory grade using the following formula:

$$Biology\ 123\ course\ grade = \frac{(2)(Bio\ 123\ lecture\ grade) + (Bio\ 123\ lab\ grade)}{3}\ x\ 100$$

The letter grade is based on 90% minimum for an (A), 80% minimum for a (B), 70% minimum for a (C), 60% minimum for a (D), less than 60% is an (F).

Academic Integrity (policy A-9.1)

Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at http://www.sfasu.edu/policies/academic_integrity.asp

Withheld Grades (Semester Grades, policy A-54)

Ordinarily, at the discretion of the instructor of record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

Add additional information as needed to meet your departmental or course needs.

Students with Disabilities

To obtain disability related accommodations, alternate formats and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, and Room 325, 468-3004 / 468-1004 (TDD) as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodation and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations. For additional information, go to http://www.sfasu.edu/disabilityservices/.

Acceptable Student Behavior (Student Conduct Code, policy D-34.1)

Classroom behavior should not interfere with the instructor's ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.