# Cell Biology for Health Occupations, BI112

GENERAL INFORMATION

LBCC

# INSTRUCTOR

Carolyn Lebsack, Office Location: WOH 209 Office Hours: Tuesday and Thursday 2:00-3:00pm

Office Phone: 917-4775 Please don’t leave messages but send me an e-mail.

E-mail: lebsacc@linnbenton.edu

Please drop by my office and talk to me if you have any questions or want to discuss any aspect of the course. I will be there during scheduled office hours. If scheduled office hours are inconvenient for you, just drop by or make an appointment to see me at another time. I am not on campus on Tuesday and Thursdays.

**Introduction**

Cell Biology for Health Occupations introduces the Health Occupations student to the generalized human cell, including its structure, function, basic genetics and reproduction. The chemical and physical processes that affect the cell and its components will be examined throughout the course. This course covers the basic principles and vocabulary to prepare students for the study of human organ systems that occurs in Human Anatomy and Physiology BI 231, BI 232, and BI 233.

After successful completion of BI 112, students should be able to:

1. Describe homeostasis, and the importance and function of homeostatic mechanisms in the body
2. Relate the chemical basis of cell function to life processes
3. Express how changes in the genome can affect the phenotype or traits within a population
4. Describe the patterns of inheritance
5. Describe selected key cell processes
6. Distinguish between the groups of biomolecules

Course activities include lecture, discussions, homework, collaborative activities, developing models and being able to give explanations of those models to classmates, and written examinations.

**Schedule**

Group Meeting: Tuesday and Thursday

12:00-1:50 WHO 212

**GROUP MEETING (TR)/LECTURE**

Attending all the classes is essential for achieving a good grade in the course. There will be a variety of activities occurring during these meetings including: lecture, discussions, discovery worksheets, active learning, collaborative in-class activities, Launchpad platform, and group work. I encourage you to use your course calendar to identify the topics that we will focus on during class and scan the appropriate material in your textbook before class. You are also encouraged to bring to class information from other sources that relate to topics we are covering in class.

**Course Assignments, Quizzes, Exams, and Grading**

Course assignments and exams give you a chance to review and to be challenged by the material you have learned. During the term there will be five exams. Timeliness should be an important component of all that you do and this course will be no exception**. All assignments are due at the beginning of class and will not be accepted after the first ten minutes of class**. If you know that you are going to miss a class then you can fax or e-mail me your homework, you can turn it in the day before or you can give it to someone else to bring to class on the day when the assignment is due. Exams, except for the final exam, will consist entirely of multiple-choice questions. Some questions will test your memory of structures and functions while others will require an application of your knowledge to unique situations and problems. If for any reason you are unable to take an exam at the scheduled time, and fail to make arrangements with me prior to the exam, you will be given a make up exam but this will only be done once. Communication is the key to making certain you have a good opportunity for completing all exams and homework’s.

**Study Suggestions**

There are many study strategies that can help you be successful in this class. These include the following: **keep up** with the information presented in class by **reviewing** a little each day, **reading your textbook** when there are areas that we have covered in class that are unclear to you, and be sure to **turn** **assigned work in on time**.

 I encourage students to form study groups. Almost all students who participate in study groups find the experience beneficial. Use your group to evaluate your learning prior to an exam. It is important for you to find out what you are clear on and what you don’t understand before a quiz or exam: the study group allows you to do this in a non-threatening environment. If you are able to distribute your effort out over the entire term, rather than having to "cram" for exams you will learn better. You will find that every topic is connected to those that precede and follow. If you study and understand each topic as you go, you will have a firmer foundation for learning what comes next. More importantly, studying regularly helps you learn better.

Additional instructional services, beyond classroom instruction and instructor consultations, are available for all students at the Learning Center. Please take advantage of this valuable resource.

**MOODLE & MASTERING**

Moodle will be used in this course as a means for communication and facilitation of success in this course. Lecture materials, supplemental materials, and assignments may be posted to the Moodle site. As such, it is the responsibility of the student to establish their access to the Moodle site and update their email address on the site to ensure they receive any correspondence from me or other students**. Not all homework assignments are posted on moodle.**

# STUDENT BEHAVIOR:

Although collaboration is important in learning, ultimately each student is responsible for demonstrating individual ability. **Cheating** on exams and copying homework/activities will result in a zero for that activity and may result in further disciplinary action. Exam results will be reviewed in class, but students will not be allowed to keep the exam questions. Any student may come to my office to review their exams in more detail, but no documentation of specific exam questions is allowed. Copying exam questions, taking pictures of exams or other forms of documentation are strictly prohibited at all times & any student engaging in such activities may face further disciplinary consequences. **Plagiarism** is also cheating and includes turning in someone else’s work as if it were your own, using sources (another person’s ideas, words, or facts) without giving credit to them, not listing sources at the end of a paper or copying a paper off the Internet, etc. Further details about LBCC’s policy on cheating may be found in the Administrative Rule: 7030-02, Academic Integrity. The basis for determining behavior and expectations in this class is outlined in the LBCC Student Handbook.

**Cell Phone Policy**

As a courtesy to your fellow students and instructor, please turn off all cell phones during class. **You may not talk on, text message, or otherwise use your cell phone in class.** It must be put away while class is in session. Anyone who answers or uses a phone in class will be considered to be creating a disturbance and treated accordingly, you may be asked to leave. Anyone who needs to have a phone on for emergency purposes must clear it with me prior to class.

Calculators can be supplied by the instructor if needed.

**Laptop computer policy**

Personal computers will only be permitted for note taking purposes. Devices being used for any activity unrelated to the course topic for that day will not be tolerated. Students engaging in e-mail, internet surfing/shopping, Facebook, etc. will be immediately required to put the device away.

**Late policy:** Being timely is important as entering the classroom late is disruptive to the instructor and to your fellow students. If you are less than 5 minutes late, please quietly find a seat in the back of the class. If you are later than 5 minutes past the beginning of the start of class, and it has not been approved by me, do not disrupt the lecture by entering the classroom unless you can do it quietly and sit in the back of the classroom. Students demonstrating disruptive behavior will be asked to leave. Likewise, leaving class early is a disruptive behavior so plan to stay for the entirety of the class session. If you must excuse yourself early, please discuss your intention *before* class whenever possible.

**LEARNING ENVIRONMENT**

I value the learning experience of every student in my classroom. I ask that we do not tolerate any disrespectful behavior towards anyone else in the classroom. If you have a problem or witness anything in class that you feel is inappropriate, please let me know. Maintaining a respectful and peaceful classroom atmosphere is an important component to facilitating your success as students.

The LBCC community is enriched by diversity. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill. I actively support this right regardless of race, creed, color, personal opinion, gender, sexual orientation, or any of the countless other ways in which we are diverse.

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**LBCC Comprehensive Statement of Nondiscrimination**

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, gender, gender identity, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. For further information see Board Policy P1015 in our [Board Policies and Administrative Rules](http://linnbenton.edu/42145BA0-3DCC-11E3-AA36782BCB47BBE7). Title II, IX, & Section 504: Scott Rolen, CC-108, 541-917-4425; Lynne Cox, T-107B, 541-917-4806, LBCC, Albany, Oregon. To report: [linnbenton-advocate.symplicity.com/public report](http://linnbenton-advocate.symplicity.com/public_report).

**DISABILITY SERVICES AND EMERGENCY PLANNING**

You should meet with your instructor during the first week of class if:

1. you have a documented disability and need accommodations,
2. your instructor needs to know medical information about you, or
3. you need special arrangements in the event of an emergency.

If you have documented your disability, remember that you must make your request for accommodations through the Center for Accessibility Resources Online Services web page every term in order to receive accommodations. If you believe you may need accommodations, but are not yet registered with CFAR, please go to <http://linnbenton.edu/cfar> for steps on how to apply for services or call 541-917-4789.

**INCLEMENT WEATHER POLICY**

If LBCC campus is open, class will be held as scheduled. Only if the campus is closed will an exam be postponed and this will be made up on the next scheduled class date following the closure. No special exceptions will be made for those who could not make it to class - be prepared for alternate methods. You may visit the college website for closure information.

## Your Grade

Your grade will be determined by your performance in several categories. The percent contribution of each category toward the final grade is shown below:

|  |  |
| --- | --- |
| Exams ........................................................ 160Activities/Homework....………………………. 40Final Exam.......................................... ……100 | A = 90 - 100%B = 89 - 80%C = 79 - 70%D = 69 - 60%F = 59% or below |

The above distribution of points is only approximate and as with the course schedule subject to minor changes. Your grade will be determined by your point standing in the class, which will be figured on a percentage basis.

One additional grade assignments is possible, an incomplete. An incomplete will be issued only if all course material other than the final exam has been completed and a contract detailing the plan and time frame in which the incomplete course work is to be finished, is signed by the student and the instructor, and is placed on file in the Division office.

# Texts

Textbook: Open Educational Resourse

Student Study Packet: Lebsack, Lebsack and Skarda, BI 112 Cell Biology for Health Occupations Study Packet.

**Other Required Materials**

Scantrons for each exam and the final for a total of 5 for the term.