

TENTATIVE COURSE SYLLABUS

Comparative Vertebrate Anatomy

CBIO 3000

Fall Semester 2012

Class Meeting Time: MWF (11:15am – 12:05pm)

Classroom: 404A Biological Science

Contact Information: Lecture

Name: Dr. William A. Said

Office Location: 621 Biological Sciences Building

Office Hours: Mondays (8:00-9:00AM) or by appointment

Office Phone Number: 706.542.4800

E-mail: Please, use only my eLC email account.

Textbooks and Materials (Recommended but not Required)

- *“Vertebrates: Comparative Anatomy, Function, Evolution”* 6th ed. Kenneth V. Kardong

Grading: There are **100 points** available in the course.

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| ◆ Lecture Quizzes: Four lecture quizzes (all are cumulative) | (40 pts.) |
| ◆ PowerPoint Presentation | (8 pts.) |
| ◆ Participation | (7 pts.) |
| ◆ Lecture Final Quiz (comprehensive) Wed., Dec. 12 th at 12:00 noon | (15 pts.) |
| ◆ Lab grade | (30 pts.) |

- **Lecture Quizzes:** A lecture quiz or the Final Quiz may include “fill in the blanks”, “critique”, “sketch”, “discuss”, “compare and contrast”, “multiple choice” questions, etc. Lecture quizzes will cover notes given in class and pertinent information from the textbook. Some class notes will come from sources other than the text. Lecture quizzes are kept by instructor.

- If you would like to see your graded lecture quiz, you may stop by my office during my office hours. Lecture quizzes represent 40% of final course grade.

- **PowerPoint Presentation:** In-class learning includes a student-centered, active learning component. Students will prepare and present PowerPoint presentations. Presentations start September 10, 2012. The underlying goal is for students to develop skills to communicate a primary topic to a scientifically literate audience. Make sure that you post your ppt. presentation on the “Discussion Board” of eLC site by the day of your presentation. Please, see eLC homepage for detailed presentation assignments and schedule. PowerPoint presentation represents 8% of final course grade.

- **Participation:** Short assessments may be administered and class roll may be taken at any time of any class. Please, be punctual. We’ll use clickers “Turning Technologies ResponseCard NXT” mainly as assessment of your learning and participation. Please, remember that holding more

than one clicker, or having clicker data show up for a class where the student was not physically present are acts of academic dishonesty and will be strictly treated as such. I'll drop three "zeros" to cover issues such as dead batteries, lost clicker, forgotten clickers, etc. Participation represents 7% of final course grade.

- **Final Quiz:** Comprehensive. Wed. 12/12 at 12:00 noon; represents 15% of final course grade.
- **LAB:** Lab represents 30% of final course grade. Please, refer to Lab Syllabus.

Make-up quizzes: - There will be NO make-ups for missed quizzes. Documented emergencies (from hospitals, police departments, courts, funeral homes ...etc.) are submitted to me. I may forward the documents to Students' Dean Office for inspection and verification. In case your documented emergency is verified and approved by the Dean's office, your Final Exam score will replace the "0" received as a score for the missed quiz. Final Exam is cumulative, typically includes critical thinking questions, and is administered during the official Final Exam day (Wednesday December 12, 2012 at 12:00 noon).

Extra credit assignments: - There will be NO extra credit assignments.

Final Letter Grade

Your grade in this course is determined by your performance on class tests and assignments. There is no curve. Standard cutoffs are used to assign grades. The grade of an Incomplete is assigned only with the recommendation of the Office of Student Affairs. Any student convicted of academic dishonesty will receive a grade of "F". *Those that do not will receive a failing grade regardless of their total course average.* Final letter grade is assigned as follows:

$\geq 90 = A$	88.00 - 89.99 = A-	
86.00 - 87.99 = B+	80.00 - 85.99 = B	78.00 - 79.99 = B-
76.00 - 77.99 = C+	70.00 - 75.99 = C	68.00 - 69.99 = C-
60.00 - 67.99 = D	< 60.00 = F	

OFFICIAL COURSE POLICIES:

Proper conduct in class is a must. If you choose to engage in a conduct that is disruptive to other students, you will be asked to immediately leave the classroom for the remainder of the class period. Repeated improper conduct will result in you facing an administrative withdrawal from class. The following actions will result in automatic application of this rule: using your cell phone for any reason; using a laptop without special prior permission; talking in class for any length of time. Additionally, bringing food or snack to the classroom or to the lab is prohibited.

- Students are expected to make a serious and committed effort to learn the material discussed in the course. Preparation in advance of lecture is recommended. It is expected that the student will invest a minimum of three hours of study for each hour of class meeting time.
- It is essential that you use eLC, and to check the course's site regularly. Several important aspects of the class are conducted through the web site. For example, "Lecture Recap" (student-authored); "study guides", "Q/A Discussion Board"; your "grades"; and other important announcements will be issued through the web site.
- Students are responsible for all relevant announcements made during class and/or course's eLC.

Students with Special Needs:

Qualified students with disabilities will be provided the necessary academic accommodations if determined eligible by UGA Disability Resource Center <http://drc.uga.edu>. It is the student's responsibility to initiate contact with the disability services staff and to follow the established procedures for having the accommodation notice sent to the instructor.

Academic Honesty:

As a University of Georgia student, you have agreed to abide by the University's academic honesty policy, "A Culture of Honesty," and the Student Honor Code. All academic work must meet the standards described in "A Culture of Honesty" found at: www.uga.edu/honesty. Lack of knowledge of the academic honesty policy is not a reasonable explanation for a violation.

The link to more detailed information about academic honesty can be found at:

<http://www.uga.edu/ovpi/honesty/acadhon.htm>

CBIO 3000
Comparative Vertebrate Anatomy
Tentative Class Schedule & Reading Assignments

Date: (MWF)	Topic	Chapter
Aug. 13; 15; 17	Intro to Comparative Vertebrate Anatomy	1 - 3
Aug. 20; 22; 24	Origin of Chordates and the Vertebrate Story	3 - 5
Aug. 27; 29	Biological Design and Life History; Integument	5 - 6
<i>Mon., Sept. 3</i>	<i>Labor Day Holiday</i>	
Sept. 5	Review for Quiz #1	1 - 6
<i>Sept. 7 (Fri.)</i>	<i>Quiz #1</i>	<i>1 - 6</i>
Sept. 10; 12; 14	The Skeletal System: The Skull	7
Sept. 17; 19; 21	The Skeletal System: The Axial Skeleton	8
Sept. 24; 26; 28	The Skeletal System: The Appendicular Skeleton	9
<i>Oct. 1 (Mon.)</i>	<i>Quiz #2</i>	<i>1 - 9</i>
Oct. 3; 5	The Muscular System	10
Oct. 8; 10; 12	The Respiratory System	11
Oct. 15; 17; 19	The Circulatory System	12
<i>Thurs. Oct. 18</i>	<i>Last Day to withdraw</i>	
<i>Oct. 22 (Mon.)</i>	<i>Quiz #3</i>	<i>1 - 12</i>
Oct. 24	The Circulatory System	12
<i>Fri., Oct. 26</i>	<i>Fall Break</i>	
Oct. 29; 31; Nov.	The Digestive System	13
Nov. 5; 7; 9	The Urogenital System	14
Nov. 12; 14	Catch Up / Review	1-14
<i>Nov. 16 (Fri)</i>	<i>Quiz #4</i>	<i>1 - 14</i>
<i>Nov. 19-23 (M-F)</i>	<i>Thanksgiving Holidays</i>	
Nov. 19; 21; 23	The Endocrine System	15
Nov. 26; 28; 30	The Nervous System and the Sensory Organs	16-17
Dec. 3; 4 (Fri. Sched)	Catch Up / Review for the Final Quiz	1-17
<i>Dec. 5 (Wed.)</i>	<i>Reading Day</i>	
<i>Wed., Dec. 12</i>	<i>Final Quiz: (12:00 noon - 3:00PM) classroom 404-A</i>	<i>1 - 17</i>
<i>Monday, Dec. 17 (5:</i>	<i>Grades due to Registrar</i>	

This syllabus and the associated schedules provide a general plan for the course.
Deviations may be necessary.