IDEAL PROGRAM
COURSE SYLLABUS

Dear Student,

Please read the following course syllabus carefully, especially the course dates, times and location. If you have any questions, please do not hesitate to communicate with the IDEAL office, your academic advisor, or the instructor.

The IDEAL degree-completion program is designed with the adult learner in mind. Adult learners approach learning with specific goals, want to be able to directly apply new learning to their work and personal lives, and tend to learn best when the coursework is problem-centered so that they are actively engaged in the learning process. In addition, adults bring rich and varied experience to the classroom, which becomes a valuable learning resource for other students.

The IDEAL Program assumes joint responsibility in the learning process. The activities and assignments in our classes build on the shared experience of all learners in each class. This is why each student's preparation, participation and interaction in class activities and discussions are critical to the success of each course. The accelerated format of each course requires a significant amount of time outside the classroom to prepare for and complete the course assignments. This varies between students and courses; however, students typically spend a minimum of ten-twelve hours per week on course material.

To participate in the IDEAL Program, it is expected that you will do the following:

1. Attend every class session. Be on time.
2. Obtain the required course materials prior to the first class session.
3. Complete the first assignment prior to the first class session and all subsequent assignments to the best of your ability.
4. Participate in the class discussions and demonstrate respect and consideration to the instructor and other students when they express themselves in discussion.

If you cannot perform these four expectations, **it is recommended that you drop the course**.

Missing one class session will drop the final grade by one letter grade (for example if the student earned a grade of "B" in the course, the final grade would be a "C"). If a student misses two or more classes a grade of F will be entered as their final grade.

Cheating and Plagiarism

It is the student's responsibility to become familiar with and adhere to the standards set forth in the policies on cheating and plagiarism as defined in Chapters 2 and 5 of the Key to UB http://www.bridgeport.edu/pages/2623.asp or the appropriate graduate program handbook

E-mail correspondence

It is imperative that you check your UB e-mail on a regular basis. All written correspondence, to include IDEAL and the University will be sent to you through his e-mail. **The University can no longer correspond to your personal e-mail account(s).**

Ethics Statement of Confidentiality

An integral component of an IDEAL course is student and faculty expression of personal experiences for the purpose of facilitating coursework. Students enrolled in the program are expected to honor confidentiality as it pertains to student disclosure. Shared information, comments, or opinions expressed by another student or the faculty member during the course of classroom discussion should never be used in a manner which is intended to humiliate, embarrass, harass, damage, or otherwise injure other students in their personal, public, or business lives. In addition, confidentiality must be upheld by not disclosing any information that would identify any particular individual.

The IDEAL Program

STUDENT'S RESPONSIBILITIES:

1. To have internet access.
2. To have a Bridgeport Username and password to access the Canvas and emails regarding this class. Please make sure that everything is set up and tested before the first class.
3. To check emails regularly for class assignments and updates.
4. To read the assigned chapters before the date that they are scheduled to be discussed in class.
5. To deliver the assignments on time. Assignments should be emailed to the instructor by 6pm on the due date. Late assignments will not be accepted.
6. To do the assignments ahead of the due date so that any encountered problems can be fixed.
7. To ask for help and clarifications.
8. To keep track of which assignments are due and whether or not they have been handed in.
9. To avoid behaviors that can be distracting in the classroom.
10. It is the student's responsibility to familiarize himself/ herself with, and adhere to, the standards set forth in the policies on cheating and plagiarism as defined in Chapters 2 and 5 of the Key to UB, or the appropriate graduate program handbook.

Course: SCI C102 ID8W2 Humans & the Environment
Day: Wednesdays
Dates: 7/3/13 – 8/21/13
Time: 6p-9p
Campus: Waterbury

Instructor: Janice LaPlante, Ph.D.

jlaplant@bridgeport.edu

Office hours: by appointment. Phone calls will be available by appointment- and can be pre-arranged by email.

Text book: "Human Biology" by Mader ISBN 9780073525488 13th edition McGraw-Hill Publishers

The 11th or 12th Editions of the book are acceptable, and may be available at a lower cost.

Students should order the book NOW because the bookstore always sells out early and there are ALWAYS delays when ordering online, sometimes 2 weeks or more after the promised delivery date. We will be using the book heavily, including an open book test after the first week of class. The students who fall behind are almost always the ones who failed to purchase the book on time.

Course Description

This course is designed to help students gain knowledge of the fundamental elements of life science, beginning with the basic building blocks of life, and how they are assembled to form the living organism. We will discuss the function of some of the key organ systems, and how their malfunction leads to disease. Throughout the course we will consider the interplay between the human organism and his environment. Finally we will discuss the critical issues of environmental biology and the ecosystem.

Learning Outcomes

At the end of this semester, students should be able to:

1. Demonstrate a sound understanding of how scientists work (the Scientific Method).
2. Describe the basic chemistry of life and the structure and function of the cell.
3. Identify the basic structure and function of the selected organ systems of the human body.
4. Explain the causes and prevention of diseases common to the organ systems and apply the knowledge gained to the protection of their own body.
5. Acquire new insight about their lives and health in relation to the environment in which they live.

EVALUATION:

1. **Exams:** 7 quizzes, (given after weeks 1, 2,3,4,5, 6, and 7). These will be take home tests, open book. You can use the textbook, notes and lecture slides, but you will not be allowed to collaborate with other students. The lowest score will be dropped.

   Grading: 10 points each @ 10% of total grade. (6 x 10 = 60%).

2. **Homework, worksheets, virtual labs**, etc. total: @ 30% of grade
3. **Class attendance/participation/behavior/professionalism** @ 10% of grade. Points will be deducted for chronically arriving late or leaving early or without permission, disrespectful or unprofessional behavior such as gossip, backbiting, intimidation or otherwise generating a hostile atmosphere, failing to contribute on a regular basis to in class discussions, failing to bring textbook to class, etc.
4. **Extra credit:** Optional small projects-details to follow, up to 10 pts (10%) allowed per student.
5. **Late assignments:** All of the exams and homework assignments are tied in with the current course material. Each class builds on the material from the week before. **Therefore, late exams will not be accepted, and late assignments will receive a substantial deduction in the grade.**

Reading must be completed before each class in order to provide the background needed for the lecture and discussion. Students must bring their book to the first class, and it is recommended that they bring it to every subsequent class because we will be using it for open book quizzes and in class discussions. No excuses for not purchasing the book!

In Class Workshops/Homework Assignments: The textbook gives an overview of human biology, including the organization and function of molecules and cells, and how they interact to form our organ systems. The homework assignments are designed connect the basic information in the textbook to life science themes that we encounter in our everyday lives. These will be tied into the in-class workshops, and will include a combination of readings/worksheets, Virtual Labs, and online research. Each of these is designed to tie the content of the lesson to real life issues that are both interesting and relevant to the student. The Virtual Labs are exercises designed to make the student think like a scientist to solve the type of problems that a working scientist might encounter. The readings/worksheets/online research include material about disease or scientific issues of interest to you as a member of the community.

Syllabus updates: The schedule below is subject to change. Because the textbook is rather broad, in many cases, the reading assignments will be narrowed to specific sections of the chapter. When a new version of the Syllabus is placed on the Canvas, the change will be noted on the Announcement Page, so check for the latest version before reading.

SCI-C102 LECTURE SCHEDULE – Summer Session II -2013 LaPlante

Assignment to be completed Before the first class:
a. Familiarize yourself with the text book for 1st class. Read Chapter 1.

b. The textbook has a great companion website. Please familiarize yourself with the website for the 1st class: w.mhhe/maderhuman13e

Go to Online Learning Center on left side- Click "Student Edition"

You will find a lot of helpful free digital learning tools. For example, BIOLOGY Prep is a website created to prepare students for their upcoming coursework in biology. This website enables students to perform self assessments, conduct self study sessions with tutorials, and perform a post-assessment of their knowledge in the following areas: introductory biology skills, basic math, metric system, chemistry, and lab reports.

c. We will be relying heavily on the course Canvas throughout the semester. In order to become comfortable with the site you will need to practice navigating around it. This course's site will be available at least one week before the first class. Go to the announcement page and find the instructions to get to a tutorial that includes the first week's assignment.

DATE	TOPIC

PART I

WEEKS 1-4: THE INFRASTRUCTURE OF LIFE
CHAPTERS 1-3, and excerpts from Ch 18, 21 and 17.

In Part 1 of the course we will look at the approach that scientists take in studying life science. We will learn about the building blocks of life and how they self-assemble to create the smallest functional unit of life- the cell. We will then learn about how the most fundamental cell of an organism, the fertilized egg, is programmed to develop into a fully functional human being.

Session 1
July 3rd **Topic: Exploring Life and Science**

Prior to class Read the following:

Chapter 1 Exploring Life and Sciences

Reading should be completed before each class in order to provide the background needed for the lecture and discussion. Students must bring their book to the first class. No excuses will be tolerated for not purchasing the book!

Assignment: After class Login to Canvas for **Quiz #1** and details for Homework Assignment.

Session 2
July 10th

Topic: Molecules of Life

Prior to class Read the following:

Chapter 2 Chemistry of Life

Assignment: After class Login to Canvas for **Quiz #2** and details for Homework Assignment

Session 3
July 17th

Topic: Cell- the structural and functional unit of all living things

Prior to class Read the following:

Chapter 3 Cell Structure and Function

Assignment: After class Login to Canvas for **Quiz #3** and details for Homework Assignment

Session 4
July 24th

Topic: Development –from gene expression to the complete organism

Prior to class Read the following:

Chapter 18 (Sections 18-1-18-3) – The Cell Cycle
Chapter 21 (Sections 21.1-21.2) – DNA Biology
Chapter 17 (Sections 17.1-17.4) – Development

Assignment: After class Login to Canvas for **Quiz #4** and details for Homework Assignment

PART II

WEEKS 5-8: ORGANIZATION AND FUNCTION OF THE TISSUES

In Part II we will look at several of the organ systems in the human body as models for how cells are organized into tissues, how tissues are organized into organs, how organs work together within an organ system, and how the organ system acts as a machine to perform a set of critical functions with the human body. We will then discuss how the breakdown of that organ system leads to disease.

Session 5
July 31st

Topic: Digestive system, nutrition and related diseases

Prior to class Read the following:
Chapter 8 - Digestive System and Nutrition

Assignment: After class Login to Canvas for **Quiz #5** and details of Homework Assignment

Session 6
August 7th

Topic: Disease and Aging

Prior to class Read the following:
Sections 5.1 and 5.6 - Cardiovascular system
Section 15.5 - Diabetes
Section 17.5 - Aging

Assignment: After class Login to Canvas for **Quiz #6** and details of Homework Assignment

Session 7
August 14th

Topic: Cancer

Prior to class Read the following:
Chapter 19 Cancer

Assignment: After class Login to Canvas for **Quiz #7** and details of Homework Assignment

Session 8
August 21st

Topic: Immune system, Infectious disease

Prior to class Read the following:
Chapter 7 AND
Infectious Disease Supplement following Chapter 7

ACADEMIC POLICIES

Attendance Policy

Classroom attendance is an integral part of the academic experience; therefore, students are expected to attend all class sessions. If an absence is unavoidable, the student, prior to class, should advise the instructor. Arrangements should be made at that time for additional assignments if appropriate. It is also expected that students arrive on time and not leave until the class is dismissed. Tardiness will result in a reduced grade for the course. If you cannot attend every class session you should consider dropping the course.

IMPORTANT:

- **Missing one class session will drop the final grade by one letter grade (for example if the student earned a grade of "B" in the course, the final grade would be a "C").**
- ***Missing two or more class sessions will be cause for a failing grade.***

Incomplete grade

An incomplete may be given, at the discretion of the instructor, to those students who fail to complete assignments due the last day of your course. These would include absence from a final examination or inability to complete terminal assignments (papers, presentations) due to illness, employment conflicts, etc.

Incompletes will not be given to a student who fails to complete any assignment during the term. At the discretion of the instructor, these assignments could be completed no later than the last scheduled day of your class.

Drop Procedures

To drop a course, you must complete and submit a Schedule Change Request Form. The form can be accessed at the following web page:

http://www.bridgeport.edu/pages/2595.asp

Starting Fall 2012

- Add and/or Drop a course after the start date.....$30.00 per transaction
- Drop prior to the start of classes.....100% Tuition Refund
- Drop prior to the second class session.....75% Tuition Refund
- Drop prior to the third class session.....50% Tuition Refund
- Drop after the third class session……..…….....0% Tuition Refund

****Please note students will not be automatically dropped for missing the first class. Missing one class session will drop the final grade by one letter grade. If you have to miss the first class, or the first week of class for online classes, *you must contact your instructor* in writing before or after the first class/first week. However, a grade reduction will apply.**

Please print and complete the form and fax the form to the IDEAL Office: 203-576-4537. Prior to dropping a course, the student should contact their IDEAL Academic Advisor to understand the implications to financial aid and/or degree plan progress.

Please review the Academic Calendar to see the fees for a drop and the impact on tuition. The Academic Calendar can be found at: http://www.bridgeport.edu/pages/2595.asp

Cell Phones
Cell phones must be turned off while in the classroom. A cell phone call is disruptive and disrespectful to the other students in the class.

Academic Dishonesty
We are committed to intellectual integrity in our academic pursuits; therefore, the IDEAL program prohibits all forms of academic dishonesty. Academic dishonesty is normally defined as, but not limited to, the following two categories:

Cheating – Using inappropriate sources of information in an assignment or on a test. The following are examples of cheating taken from real student experiences:

> Case #1: A student is enrolled in an introductory computer-programming course. He has co-workers who program in the same language as his final project. As the end of the term approaches, he wonders how he will find the time to get the project finished, and asks one of his co-workers for help. His co-worker hands him a disk with a complete program similar to the kind required for the course project. The student makes minor modifications to the program, and submits it under his own name.
>
> Case #2: A student enrolled in a religious studies course has never taken a humanities or history course, and is unsure about how to structure a research paper. She is doing research on the World Wide Web, and comes across a paper written by a student from another university. Using her computer mouse, she copies and pastes the document into her word processor. She goes to great lengths to re-word the paper in her own style, but essentially leaves the content and organization the same.

Plagiarism – Intentional as well as unintentional failure to acknowledge sources as well as the use of commercially available so-called "research papers" without full recognition of the source. Presenting as one's own, the ideas, words, or products of another. The following are examples of plagiarism taken from real student experiences:

> Case #3: A student is conducting research for a Civil War research paper. He has reviewed work on the Internet as well as in the library. Finding helpful information, he has summarized his findings without citing his sources. He believes that minor paraphrasing is all that is necessary.
>
> Case #4: A student is writing a paper that requires her to address specific topics and problems in the assigned course textbook. She takes the information directly from the textbook with slight modification, without giving any citation. She thinks that since it is the course textbook, she doesn't have to use quotations or citations.

Academic dishonesty applies to all courses, assignments or exams completed by students and submitted as their own original work, whether in person or by electronic means. The University does not tolerate cheating in any form. It is a serious breach of conduct with serious consequences. Instructors have the right to determine the appropriate penalty for academic dishonesty in their own classes; generally, however, such acts will result in a failing grade for the assignment and/or the course. The penalty for subsequent acts of academic dishonesty may include expulsion.

More information on how to recognize plagiarism can be found at this site: http://www.indiana.edu/~istd/plagiarism_test.html

ACADEMIC RESOURCE CENTER

The Academic Resource Center is available for IDEAL students seeking help in their studies. The Center is staffed by writing professionals and peer tutors. More information can be found at: http://myub.bridgeport.edu/academics/academicrescenter/Pages/default.aspx The Center is located in the Wahlstrom Library, Room 506. Hours of operation are Mondays –Thursday 9am – 6pm and Fridays 9am – 1pm. Make an appointment or walk-in: Telephone: 203-576-4290. **Online Tutoring** is available at: www.etutoring.org. To use this free service you must have a UBNet account.

Obtaining a UBNet Account
Every registered student should obtain a UBNet Account. The account allows you to access your grades, access library services, access online tutoring, access the computers in computer labs, and provides an email account in which the University sends out information. Go to: http://www.bridgeport.edu/ubnet - Click on "New UBNet Account" and follow the instructions.

The @bridgeport.edu email address is the official email the University uses to send information to you. You can have your Bridgeport.edu email forwarded to any other email account you use. Following the activation of your UBNet account (takes 24 hours), login at: http://www.bridgeport.edu/email and click on "forwards" at the top of the page. Follow the directions to forward email messages to your other account.

Accessing Your Grades & Schedule Online
The WebAdvisor online information system allows students to search for available classes, check grades, view semester class schedule and verify your personal profile. Grades are generally posted 2-3 weeks following the end of a course. Information on WebAdvisor is password protected and requires you to use your UBNet username and password. To access WebAdvisor, go to: http://www.bridgeport.edu/webadvisor

1. Login in with your UBNet username and password.
2. Click on "Student Menu."
3. Click on "My Grades."

If you are carrying a financial balance, access to WebAdvisor will be restricted.

Using the Library
You can access the library through the library's website: http://www.bridgeport.edu/library. Research tools available:

- Search for books held at the library.
- Search the online databases for your academic field; business, counseling, human services, psychology, etc.
- Send questions to the Reference Librarian for assistance in research topics and searching strategy.

To access the online journals for research purposes, you will need a UBNet account (see above).

Using Computers
Open access computer labs are available at three campuses:

- Bridgeport – 1st floor of the Wahlstrom library. Check library hours of operation at: http://www.bridgeport.edu/library.

- Stamford – Room D; Check open hours at: http://www.bridgeport.edu/stamford
- Waterbury – Computer Lab; Check open hours at: http://www.bridgeport.edu/waterbury

Course Cancellations/ Weather Policy

Any emergency necessitating the canceling of courses will be announced by the University through the Emergency Notification Telephone Line, (203) 576-4159. Please call this number for information on course cancellations. Also, information will be posted under "Latest News" on the UB home page, (www.bridgeport.edu). Canceled classes will be made up either the week following the end of the course or in consultation between the instructor and the students as to day and time availability. Course cancellations are also announced on television and radio stations.
Please note each campus makes weather cancellations independently. You should always check with the specific campus staff. It is best to call the campus emergency phone.
Bridgeport – 203-576-4159
Waterbury - 203-573-8501
Stamford – 203-358-0700

IMPORTANT CONTACT INFORMATION

Office	Contact	Telephone	Email
Bridgeport Campus Security		(203) 576-4911	ubsecurity@bridgeport.edu
Bursar	Robinson Hernandez	(203) 576-4692	bursar@bridgeport.edu
Cashier	Lana Mistry	(203) 576-4682	cashier@bridgeport.edu
Financial Aid		(203) 576-4568	sfs@bridgeport.eud
Registrar		(203) 576-4642	registrar@bridgeport.edu
Emergency Notification Phone		(203) 576-4159	
Distance Education Office		(203) 576-4853	ubonline@bridgeport.edu
IDEAL Office		(203) 576-4800	idealinfo@bridgeport.edu

CAMPUS CONTACT INFORMATION

Campus	Address	Telephone	Email
Bridgeport	126 Park Avenue Bridgeport, CT 06604	(203) 576-4800	idealinfo@bridgeport.edu
Stamford	5 Riverbend Drive Stamford, CT 06750	(203) 358-0700	ubstamford@bridgeport.edu
Waterbury	84 Progress Lane Waterbury, CT 06705	(203) 573-8501	ubwaterbury@bridgeport.edu
Woodbridge	6 Lunar Drive Woodbridge, CT 06525	(203) 576-4800	idealinfo@bridgeport.edu
IDEAL Office		(203) 576-4800	idealinfo@bridgeport.edu

Directions to IDEAL Campus locations	http://www.bridgeport.edu/pages/2260.asp

To fill out your financial aid report to the Federal Government, please go online to www.fafsa.ed.gov. The school code for the University of Bridgeport is 001416.
Federal Student Aid Information: 1-800-433-3243.