

BISC 221. Advanced General Biology: Cell Biology and Physiology. Spring 2019

Lecturers:	Office	Phone	Email	Office Hours
David McKemy, Ph.D.	HNB 201	213-821-5724	mckemy@usc.edu	Mon 1:30-3:30pm
Bruce Yazejian, Ph.D.	HNB B20	213-740-2220	yazejian@usc.edu	MW 11:00-12:00

Lab Manager:	Office	Phone	Email	Office Hours
Gorjana Bezmalinovic	ZHS 362	213-740-6078	bezmalin@usc.edu	Open Door Policy

Teaching Assistants:	Anthony Fernandez	Chance Jones	Trond Sigurdson
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Textbook: [Campbell Biology 11th ed. or 10th ed.](#) (with Mastering Biology™)

Websites: Blackboard <https://blackboard.usc.edu/> for detailed class notes, announcements and grades.

Lecture: MWF 10 – 10:50 am, ZHS 352.

Labs: Tue 8-11, 11-2 and 2-5 pm, Wed 11-2 pm and 2-5 pm or Thu 8-11 am in ZHS 369

Lecture Exams

Each semester will include 3 mid-term exams. The final exam will emphasize the last quarter of the course and include a comprehensive section. The exams will consist of multiple choice questions, fill in-the-blanks, true/false questions, definitions, diagrams and short answers.

Grading

Final grades are based on the total points earned in the course. The distribution of points is as follows:

Mid-term exams 45% *Lab reports and Lab exams* 30%
Final exam 25%

The final course grade will be based on a total of 1000 points. **300** points will be based on lab performance (lab reports and practical exams). The remaining 700 points will be based on the lecture and reading materials: **450** points from the 3 midterms (150 points each) and **250** points from the final exam. In some cases, the instructors will consider whether to add up to 20 points to increase the grade. These points are awarded based on our **subjective** evaluation of the following: participation in laboratory; effort; achievement relative to abilities, background, or circumstances; record of improvement. Laboratory scores will be standardized to correct for differences in grading between TAs.

Re-grades of Exam Questions

To request a re-grade, you must submit your exam and Re-grade Form (available on Blackboard) to your TA within 1 week of the time it was returned, along with a written explanation of why you think your answer deserves more credit. The entire answer will be re-graded (not just the part you think deserves more credit); your grade may go up or down as a result of a re-grade.

Missed Exams

No make-up exams will be given in this course. If you miss a midterm exam due to illness you may present a valid medical excuse to the Lab Manager within one week of the missed exam. You should notify the Lab Manager *in writing* that you were seen by a doctor; make sure that you include (a) the doctor's name and phone number and (b), a statement authorizing us to discuss with the doctor whether you were too ill to take the exam. We will contact the doctor and decide whether you have a valid excuse. If you do, your grade for that exam will be based on the average of your other midterm

and final exam scores, called “prorating”. If you do not have a valid excuse, or fail to provide it within the allotted time, you will receive a zero for that exam. Students who wish to miss an examination for observance of a religious holy day should be aware of the University’s policy on such absences, published at: <http://orl.usc.edu/religiouslife/holydays/absences.html> .

If you miss the final exam and have a valid medical excuse, the following options exist:

1. If the excuse is turned in to the Lab Manager within 48 hours of the missed final, a grade of incomplete (IN) will be recorded on the grade sheet and you will be permitted to take a makeup final during the following semester. Receipt of an IN grade means that you can take the final exam the next time the course is offered and receive your grade for the course. Alternatively, you may request to take an oral exam at the beginning of the following semester. If your request is granted, the oral exam will be administered by the faculty lecturers from the semester you were enrolled in the course and one TA (not necessarily yours).
2. If no excuse is turned in to the Lab Manager within 48 hours of the missed final, a grade will be calculated on the basis of your other scores and a zero for the final. This grade will be submitted on the grade sheet and will remain your final grade UNLESS a valid medical excuse is provided to the Lab Manager within 2 days of the missed exam. In that case, your grade will be changed to an IN, which can be removed the following semester as described above OR you may elect to keep the originally assigned grade by declining a makeup exam in writing.

N.B. -It is the policy of the student health center to not provide routine medical excuses (*i.e.*, they will not issue a slip stating that you were seen at the health center). Simply going to the health center is not a valid reason for missing an exam. If you are seriously ill and are seen by a doctor (at the health center or elsewhere), you must turn in a written notification to the Lab Manager as described above within one week of the missed exam.

Statement for Students with Disabilities

Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure the letter is delivered to the Lab Manager as early in the semester as possible. DSP is located in STU301 and is open 8:30a.m.–5:00p.m., Monday through Friday. The phone number for DSP is (213)740-0776. For more information please visit the following website: http://sait.usc.edu/academicsupport/centerprograms/dsp/home_index.html.

Statement on Academic Integrity

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one’s own academic work from misuse by others as well as to avoid using another’s work as one’s own. All students are expected to understand and abide by these principles. Scampus, the Student Guidebook, contains the Student Conduct Code in Section 11.00, while the recommended sanctions are located in Appendix A: <http://web-app.usc.edu/scampus/1100-behavior-violating-university-standards-and-appropriate-sanctions/>. Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The Review process can be found at: <http://www.usc.edu/student-affairs/SJACS/> .

Month	Date	Day	Lectures	Themes	Topic	Lecturer	Reading
January	7	Monday	1	Biochemistry	Introduction Biochem 1 - Carbon, macromolecules. Carbs., Biochem 2 - Lipids, Proteins, Nuc. Acids	McKemy	1-4
	9	Wednesday	2			McKemy	5
	11	Friday	3			McKemy	5
	14	Monday	4	The Cell and its Functions	The cell 1 The cell 2 The cell 3	McKemy	6
	16	Wednesday	5			McKemy	6
	18	Friday	6			McKemy	6
	21	Monday			MLK Day – No Class		
	23	Wednesday	7		Cell membranes 1 Cell membranes 2	McKemy	6
	25	Friday	8			McKemy	7
	28	Monday	9			Energy & Cell Metabolism	Cell communication 1 Cell communication 2 Energy & cell metabolism 1 (on Midterm 2)
30	Wednesday	10	McKemy	11			
February	1	Friday	11	McKemy	8		
	4	Monday			MIDTERM 1		
	6	Wednesday	12	Energy & Cell Metabolism	Energy & cell metabolism 2 Energy & cell metabolism 3	McKemy	8,9
	8	Friday	13			McKemy	9
	11	Monday	14				Energy & cell metabolism 4 Energy & cell metabolism 5 The cell cycle 1 - Mitosis 1
13	Wednesday	15	McKemy	10			
15	Friday	16	McKemy	12			
	18	Monday			President's Day		
	20	Wednesday	17	The Cell Cycle & Genetics	The cell cycle 2 - Mitosis 2/Meiosis 1 The cell cycle 3 - Meiosis 2	McKemy	13
	22	Friday	18			McKemy	13
	25	Monday	19			Mendel & the Gene Idea, Chromosomal Basis of Inheritance Molecular Basis of Inheritance	McKemy
27	Wednesday	20	McKemy	16			
March	1	Friday	21	Physiological systems	General principles (on midterm 3)		Yazejian
	4	Monday			MIDTERM 2		
	6	Wednesday	22	Nutrition & Circulation	Nutrition Cardiovascular System	Yazejian	41
	8	Friday	23			Yazejian	42
	11-15						SPRING BREAK
	18	Monday	24	Gas Exchange Immunity	Respiration Innate immunity Acquired immunity	Yazejian	42
	20	Wednesday	25			Yazejian	43
	22	Friday	26			Yazejian	43
	25	Monday	27	Excretion Endocrine	Water balance Kidney Chemical signals	Yazejian	44
	27	Wednesday	28			Yazejian	44
	29	Friday	29			Yazejian	45
April	1	Monday	30	Nervous system	Pituitary Endocrine Nervous system intro (on midterm 4)	Yazejian	45
3	Wednesday	31	Yazejian			45	
5	Friday	32	Yazejian			48	
	8	Monday			MIDTERM 3		
	10	Wednesday	33		Membrane & action potentials Synapses	Yazejian	48
	12	Friday	34			Yazejian	48
	15	Monday	35			Behavior	Nervous system architecture Sensory systems Muscles & movement
17	Wednesday	36	Yazejian	49			
19	Friday	37	Yazejian	49			
	22	Monday	38	Reproduction	Reproduction Human fertilization Birth	Yazejian	46
	24	Wednesday	39			Yazejian	46
	26	Friday	40			Yazejian	46
May	6	Monday		8:00 – 10:00 am	MIDTERM 4 AND FINAL EXAM		

BISC 221 LABORATORY SYLLABUS

Lab Manager: Gorjana Bezmalinovic ZHS 362 Tel/Fax: 213-740-6078

E-mail: bezmalin@usc.edu

Office hours: Open door policy

Laboratory Schedule:

<u>Lab #</u>	<u>Dates</u>	<u>Laboratory</u>
	Jan 8 – Jan 10	No Lab This Week
	Jan 15 – Jan 17	Intro to BISC 221 Labs and Lab Safety
1	Jan 22 – Jan 24	Macromolecules*
2	Jan 29 – Jan 31	Scientific Investigation*/Identification of Unknowns
3	Feb 5 – Feb 7	Enzymes*
4	Feb 12 – Feb 14	Cell Membranes and Transport Journal Club with Dr. McKemy
5	Feb 19 – Feb 21	Photosynthesis* Lab Report 1 due
6	Feb 26 – Feb 28	Fermentation*
7	March 5 – March 7	DNA and Restriction Enzymes*
	March 12 – March 14	SPRING BREAK – No Lab This Week
8	March 19 – March 21	The Cardiovascular System Lab Report 2 due
9	March 26 – March 28	Blood & Blood Typing Journal Club with Dr. Yazejian
10	April 2 – April 4	The Nervous System
	April 9 – April 11	LAB EXAM 2
	April 16 – April 18	Presentations
	April 23 – April 25	Presentations

*Exercise for which 5-7 pages long, type-written lab report is required.

*Exercise for which there is a homework/pre-lab assignment.

The Lab Manager reserves the right to make some adjustments to the syllabus during the semester.

REQUIRED TEXTBOOK

SPRING 2019 BISC 221 General Biology Laboratory Manual. PDF will be **posted on Blackboard** and chapter printouts must be brought to lab each week.

RECOMMENDED TEXTBOOKS

Adams & Crawley (2018). *Van De Graaff's Photographic Atlas for the Biology Laboratory*, 8th ed.

Pechenik. *A Short Guide to Writing About Biology*. 9th ed.

LABORATORY POINT DISTRIBUTION

The laboratory portion (**300 points**) will count for 30% of your final course grade, distributed as follows:

Lab Quizzes (10 – 4 points each)	40 pts
Homework/Pre-lab Assignments	20 pts
Lab Manual & Participation	10 pts
Lab Reports (2 – 40 points each)	80 pts
Journal Club (2 – 10 points each)	20 pts
Disease Presentation	30 pts
Lab Practical Exam	100 pts

LABORATORY PERFORMANCE GUIDELINES

You are required to attend all lab sessions. Any unexcused absences will seriously affect your evaluation and lab participation points. Come to lab on time. You are also to remain for the entire lab session or until excused by your instructor. **DO NOT** make other appointments for the time you are scheduled to be in lab.

Students who are within 10 points of a grade borderline at the end of the semester will be considered for an upgrade based on the following criteria: class participation, attendance, coming to office hours, and subjective evaluation by the Lab Instructor, Lab Manager, and faculty.

You are required to wear closed toe shoes, long pants and a knee-length lab coat. Goggles will be provided in lab.

Before you begin the lab exercise, make sure that you remove all unnecessary materials from your work area. At the end of the lab session, clean and return all supplies to their proper place, clean your work area, and slide your chair under the table. Check with your instructor before leaving.

NO EATING OR DRINKING IS ALLOWED IN THE LABORATORY UNDER ANY CIRCUMSTANCES.

PRE-LAB QUIZZES

Students will take a Blackboard pre-lab quiz prior to coming to each lab. Quizzes will consist of 5 multiple choice questions. Questions will test your knowledge of the material you will be covering that day in lab. There will be no pre-lab quiz before your first lab (Lab Safety chapter).

LAB MANUAL

During each lab students need to record their results (drawings, observations, calculations) **in their lab manual**. Tables need to be filled and all post-lab questions answered. Each student is required to show his/her TA the lab manual before leaving the lab and obtain their signature. Lab manuals might be checked periodically throughout the semester.

HOMEWORK/PRE-LAB ASSIGNMENTS

During the semester you will have four homework assignments, based on your lab experiments. Assignments are explained in the lab manual and more information can be found on Bb.

LAB REPORTS

Two lab reports will be written during the semester. Lab reports must be posted on Blackboard (*Lab Reports* [turnitin](#) link) and a hard copy turned in at the beginning of the lab session. Lab report guidelines will be posted on Bb (<https://blackboard.usc.edu/>) in the beginning of the semester.

FIRST LAB REPORT PEER REVIEW

Each student will review one of their lab-mates' lab reports. Instructions will be posted on Blackboard once the semester starts.

LAB EXAMS

The cumulative [lab exam](#) will test your understanding of the topics, concepts and exercises covered during the semester. Emphasis will be on application and analysis.

Missed Lab Exam: *It is your responsibility to be present on the days of the lab practical exams.*

If you miss a lab exam due to a serious illness, you must present a valid excuse to the Lab Manager Gorjana Bezmalinovic (bezmalin@usc.edu) **within 48 hours** of the missed exam. A valid excuse is considered to be an official note from your doctor. Note that neither you, nor the doctor, need tell us the nature of your illness; we just want to verify whether you were too ill to take the exam. If you miss an exam for non-illness related reasons, you must provide similarly convincing documentation of the emergency to the Lab Manager. If we judge your excuse to be valid, you will be allowed to take the exam in another lab section that week. If you do not have a valid excuse or fail to provide it within the allotted time, you will receive zero points for the missed lab practical exam.

JOURNAL CLUB:

Dr. McKemy and Dr. Yazejian will each lead a journal club discussion of one peer-reviewed scientific paper related to the course lecture material. You are responsible for reading and understanding the scientific papers and you are each expected to participate actively in the discussion of the papers during journal club.

DISEASE PRESENTATION

The topic of this presentation is molecular and cellular basis of a disease of your choice. Detailed information about this assignment will be posted on Blackboard (<https://blackboard.usc.edu/>) under *Lab Documents* when semester starts.

MISSED LABS

If you miss a scheduled lab exercise **due to illness or emergency**, please contact the Lab Manager Gorjana Bezmalinovic (bezmalin@usc.edu) to see whether it will be possible to make up the exercise by attending an alternative lab section. For logistical reasons, it will not be possible to make up a missed lab exercise after our last lab of the week (THU 8 A.M. lab). Therefore, students with labs scheduled on Thursdays will have little or no alternative should they miss lab unexpectedly. Therefore, it is very important for you to attend your scheduled lab section.

Students who wish to miss a lab for observance of a religious holy day should be aware of the University's policy on such absences, see: <http://orl.usc.edu/religiouslife/holydays/absences.html>. Requests for such absences should be made by email addressed to the Lab Manager at least 2 weeks in advance of the absence.

If the absence is approved, the instructors will determine a reasonable accommodation for the student.

Student-athletes who must miss occasional labs for legitimate reasons should bring the SAAS excuse letter to the Lab Manager at least 2 weeks in advance so alternatives can be arranged.

Please note that no lab make-ups will be allowed during the week prior to a holiday, spring break and for school-unrelated activities.

LAB SCORES

You can find scores for all of your lab assignments on Blackboard: <https://blackboard.usc.edu>. Your lab scores will be posted under your **LAB SECTION**. Be sure to check for additional postings on a regular basis. It is the student's responsibility to immediately notify his/her Lab Instructor or Lab Manager in the event of any mistakes, so please check your scores on Blackboard weekly.

LAB SCORE NORMALIZATION

The lab scores will be normalized at the end of the semester by the Lab Manager to correct for differences in grading between Lab Instructors. In this procedure, the mean total score of all students in each lab instructor's lab section is compared to the mean total score of the entire class and each student's score is adjusted.

STUDENTS WITH DISABILITIES

Students requesting academic accommodations based on a disability are required to register with the Office of Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Be sure that the letter is delivered to the Laboratory Manager as early in the semester as possible, preferably by January 26, 2019. DSP is located in GFS 120 and is open from 8:30 a.m. to 5:00 p.m., Monday through Friday. Their telephone number is 213-740-0776. If a student's approved accommodation is limited to extra time on examinations, the teaching staff of BISC 121 will provide the accommodation. For any other accommodation, such as a private room, reader or a scribe, students must make prior arrangements with the DSP office 2 weeks before the exam date. For more information please visit the following website: http://sait.usc.edu/academicsupport/centerprograms/dsp/home_index.html.