Instructor: Maureen Foley

Office: 104 Bowers Lab Location: Bowers 259 Office Telephone: (607) 753-2011 x2902 E-mail: foleym@cortland.edu Office Hours: Monday 11:10 – 12:10 or by appointment

Course Description:

This lab is designed to give you practical experiences conducting biological investigations in order to supplement what is covered during lecture. We will focus on the anatomy & physiology of plants and animals through experiments, dissections, and demonstrations; we will investigate animal behavior by observing ground crickets; and we will take two field trips (to a wastewater treatment plant & Lime Hollow Nature Center) in order to cover major ecological principles.

Materials:

- 1. Mader, Sylvia. Inquiry into Life Laboratory Manual: Customized for SUNY Cortland, 12th ed.
- 2. Dissection kits, goggles, and gloves are required. These items are available in the bookstore.

Expectations:

- Attend every class. Attendance at every class is mandatory. Any absence requires a phone call or in-person communication from you in advance and notification from the Assistant Dean or Health Services. No make-up quizzes/practical exams are given for unexcused absences. You are responsible for seeing me about the information you missed.
- Arrive on time. If you are late, no extra time or instruction will be given to you.
- **Come to class prepared.** Look at the schedule to see what materials are required. Read the lab exercise that we will be conducting before coming to class. Reading each lab beforehand will allow you to ask meaningful questions and use your time effectively.
- Follow laboratory rules. Safety rules are on p. viii of your manual. Follow all safety instructions. <u>Absolutely</u> no food or beverages are allowed in the lab. Cell phones must be switched off. Wear appropriate clothing. Lab area must be cleaned before you leave. You may be asked to leave if you do not comply!
- **Keep all graded material.** *This will allow you to keep track of your prorgess ad will be important if there are any questions about your grade.*
- Take responsibility for your learning. Study hard! Ask questions! Come for extra help if you need it!

Grades:

Your lab grade counts towards 1/3 of your total grade for the course. Your lab grade is based on lab participation, two quizzes, and two practical exams, with a total of 150 points available for the semester.

Quizzes:

- Quizzes are multiple-choice and they are not cumulative.
- Each quiz is worth 20 points.
- Quizzes will take place in the first half hour of lab and new material will be presented afterwards.
- No extra time will be given if you are late to lab.
- No make-up quizzes are given for unexcused absences (see policy above). All make-ups will be essay format and not the same quiz as given in class.

Practical exams:

- Practical exams are worth 50 points.
- Practical exams consist of 25 stations each with 2 short answer identifications or questions.
- You will have 1.5 minutes at each station to answer the associated questions and you will not be able to return to that station once your time is up.
- This exam will not be multiple choice.
- DO NOT BE LATE!!! Latecomers will not be let in once the exam has started.
- No make-ups will be given for practical exams due to set-up issues.

Participation:

- Participation is worth 10 points.
- To earn these points you must follow all of the lab rules, show up on time, pay attention, bring required materials, actively participate in lab, complete your work AND <u>check in with me before leaving lab.</u>

Keep track of your performance:

Assessment	Material to Study	Dates	<u> # Points</u>	My Points
QUIZ #1	Labs 1-3	2/18	20	
PRACTICAL #1	Labs 1-5	3/3	50	
QUIZ #2	Labs 7-9	4/7	20	
PRACTICAL #2	Labs 7-13	TBA: 5/5 or 5/6	50	
PARTICIPATION			10	
		Total possible	150	
		points =		

It is the policy of SUNY Cortland to provide reasonable accommodation for qualified individuals with disabilities in accordance with applicable laws (Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990). If you have a documented disability and need to make special arrangements for completing any of the requirements for this class, please contact Student Disability Services (B-1 Van Hoesen Hall) at 753-2066. All information remains confidential. Requests for accommodations should be made as early as possible.