INSTRUCTOR:  Ms. Joanna J. Hays  
Lee Drain Building 103A  
Phone: 294-1551  email: jjh007@shsu.edu  
Office Hours: the following or by appointment  
9:00—9:50 a.m. MW; 9:30-10:30 TTH

LOCATION & TIME:  LDB 220, MWF 10:00 – 10:50 a.m.

• **Course Description:** Biology 162 is an introductory biology course for biology majors, pre-health professionals, or those needing an in-depth biology course. General principles of zoology are presented in an evolutionary context with an emphasis on animal biology, taxonomy and ecology. Also included is an introduction to evolution and evolutionary processes that account for the diversity of animal life. There are no prerequisites for this course.

**Course Objectives:**
- The student should understand evolution and evolutionary processes.
- The student should learn the taxonomic organization of animal life.
- The student should learn the biology and ecology of selected forms of animal life on Earth.


**Required supplies:** Scantron forms 882-E and Quizstrip no. 815-E, and a #2 lead pencil

**EVALUATION:**

- 4 lecture exams @ 100 points each = 400 points  
- 10 quizzes @ 10 points each = 100 points  
- 4 assignments @ 25 points each = 100 points  
**TOTAL POINTS** = 600 points

**GRADING:** Grades will be based on total points earned by the student throughout the course. Grades will be determined on a percentage basis as follows:

- A = 540+  
- B = 480-539  
- C = 420-479  
- D = 360-419  
- F < 360

**Attendance and Performance:** In accordance with University policy, I expect regular and punctual attendance of each of you. However, no points will be awarded or subtracted based on your attendance. Exam questions will be taken primarily from material presented in lecture, although some exam questions will be taken directly from your text. The textbook is to help you with spelling, visualization, clarification, and review of what we do in lecture. In other words, the textbook can help you prepare for and understand topics covered in lecture, but the lecture information is crucial for complete test preparation.

I have office hours and am available by appointment at other times to answer your questions. Please remember that **YOU PAID FOR THIS COURSE.** You have hired me to teach you what I know and think is important about zoology. Whether you make full use of me is entirely up to you. **I WILL NOT PURSUE YOU.** If you wish to use your investment wisely you should attend all of the lectures, read your textbook and if confused come talk to me. If you do not do well on the first exam, or feel swamped, you need to come see me early in the semester. April is not a good time to decide to pull up your grade. There will be NO extra credit projects. If you don’t have time to study for exams, how will you find time for extra credit?
COURSE REQUIREMENTS

**Exams:** There will be four exams during the semester and a comprehensive exam during the scheduled final exam period for a total of five exams. All exams will consist of 50 multiple choice questions and will be given during the designated lecture time-slot (see accompanying schedule). Although the lecture schedule is subject to change, every attempt will be made to keep the exams as scheduled. Each exam (including the comprehensive final) will be worth 100 points. I will drop your lowest exam score.

**Quizzes:** There will be 12 unannounced quizzes (i.e. pop quizzes) each worth 10 points. Quizzes will consist of five multiple-choice questions. I will drop your two lowest quiz scores. Because the quizzes are unannounced, it will be to your advantage to keep up with your biology studies. To encourage you to be on time, quizzes will be given at the beginning of class and will last exactly six minutes. If you are late to class you will not be given extra time. If you are more than six minutes late to class you get a zero for that quiz—**NO EXCEPTIONS.**

**Assignments:** There will be four assignments, each worth 25 points, spaced approximately evenly throughout the semester. Assignments will vary in nature, but will generally require you to use resources other than your lecture notes or your text to earn the full credit for the assignment. Assignments will be posted on Blackboard and I will announce in class when a new assignment has been posted.

**Make-Up Policy:** Because you are able to drop your lowest grade, there will be absolutely NO make-up examinations during the semester. If you miss a regularly scheduled lecture exam, FOR ANY REASON, you will be required to take the comprehensive final. If you know in advance (i.e. SHSU sanctioned event, family affair, religious event, etc.) you may make arrangements to pre-take the test provided that you supply written verification for the reason you will miss the exam. Once the exam has been given to the class, no make-up will be allowed.

COURSE POLICIES

**CLASSROOM RULES OF CONDUCT:** Students are expected to assist in maintaining a classroom environment that is conducive to learning. Students are to treat faculty and students with respect. Students are to turn off all cell phones while in the classroom. Under no circumstances are cell phones or any electronic devices to be used or seen during times of examination. Students may tape record lectures provided they do not disturb other students in the process.

**ACADEMIC DISHONESTY:** All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused in any form of academic dishonesty including, but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

**STUDENTS WITH DISABILITIES:** It is the policy of Sam Houston State University that no otherwise qualified disabled individual shall, solely by reason of his/her handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any academic program. Disabled students may request assistance with academically related problems stemming from individual disabilities by contacting the Director of the Counseling Center in the Lee Drain Annex or by calling (936)294-1720.

**VISITORS IN THE CLASSROOM:** Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor’s discretion whether or not the visitor will be allowed to remain in the classroom.

**RELIGIOUS HOLY DAYS:** University policy states that a student who is absent from class for the observance of a religious holy day must be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. Students must be excused to travel for observance of a religious holy day. A student who wishes to be excused for a religious holy day must present the instructor with a written statement describing the holy day(s) and the travel involved. The instructor will provide the student with a written description of the deadline for the completion of the missed exams or assignments.
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