

Botany 10 Course Syllabus (Spring 2012)--UPDATED

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Office hours: M 12:00-1:30pm, TU 2:30-3:00 pm, and by appointment

Course Description:

Botany 10 is a general introductory course covering the form and function of major groups of plants. We will examine plants at many levels, including a focus on evolutionary, ecological, and organismal concepts. The format for this 4-unit course consists of 3 hours of lecture and 3 hours of laboratory each week.

Required Texts:

Introductory Botany (2nd edition). Linda R. Berg. Thomson Brooks/Cole. (Accompanying website with resources and online quizzes can be found at <http://tinyurl.com/3ld4gyk>)

A Photographic Atlas for the Botany Laboratory (5th edition). Rushforth, Robbins, Crawley, Van De Graaff. Morton Publishing Company.

Required Materials:

For each lab, please bring laboratory handout and any other necessary materials (pencils, notebook...)

Attendance:

Students are required to attend and participate in all scheduled lectures and laboratories. Any student who misses more than 3 hours of lecture/lab may be dropped from the course by the instructor.

Lectures & Laboratories:

Lectures will be the primary source of information. Attendance is required. Please arrive on time, as lectures start promptly. Please do the assigned reading and complete the online quiz. (email me your results) **before** attending lecture. If you do not email me the results of your online quiz before lecture, you will get a score of 0 (no late quizzes will be accepted, with the exception of Chapters 1, 2, 3 & 5). The lab sections are the other major component of this course. They are designed to augment and reinforce principles and concepts discussed in lecture. Before attending lab, please read the lab activity available on the course website. **At the beginning of each lab, be prepared to take a laboratory quiz covering the material from the previous lab.** Each week you will complete a lab (refer to the schedule for dates and topics). It is important to make close observations of plants—therefore, throughout the lab you will draw your observations. This will help you to focus your attention on the subject being observed and to increase your understanding of it. Please answer the questions and review the material in your lab handout during lab. **At the end beginning of each lab, I will collect your laboratory activity handout from the previous lab.** In lab, we will conduct a plant growth experiment and you will write up your results in a plant growth report.

Exams:

To assess your full participation in each lab activity, I will give you 3 laboratory practicals covering material from previous labs. Because of limited resources, make-up labs and exams will not be given. However, I will only count your two highest laboratory practicals. There will be three 50-minute unit lecture exams consisting of multiple-choice and short-answer questions. There will be a cumulative 2-hour final exam consisting of essay questions. Students must take exams during their registered lecture period. No make-up exams will be given. All testing accommodations must follow pre-approved DSPS guidelines and regulations. **NO** electronic devices or dictionaries are permitted. No talking or engaging with other students is allowed during exams. All questions should be directed to the instructor. No bathroom breaks will be permitted.

Field Trips:

We will go on one required field trip. The field trip will give you the opportunity to learn more about the topics we cover in class. To further enhance this knowledge, each student will complete a corresponding assignment. A more complete description of the assignment will be covered during the lab and are posted on the course website. **In addition, we will do an optional lab that will be determined at a later date.**

Plant Information Sheet:

You will choose one plant grown in the San Francisco Botanical Garden as your subject for a plant information sheet. Please see separate handout for details.

Evaluation:

Students will be evaluated by performance on several tasks listed below. Assignments must be handed in on time. Late assignments will not be accepted, unless instructor has given consent. Final grades are based on points accumulated in lecture/lab and the following criteria: A = 90-100%, B = 80-89%, C = 70-79%, D = 60-69%, F = <60%.

<u>Evaluation Procedures</u>	<u>% of Grade (total points)</u>
Laboratory Pre-Quizzes	4% (10 at 2 points each)
Laboratory Activity Handouts	10% (10 at 5 points each)
Plant Growth Report	5% (1 at 25 points)
Field Trips	6% (1 at 30 points)
Plant Info Sheet	5% (1 at 25 points)
Chapter Online Quizzes	10% (25 at 2 point each)
Lab Practicals	20% (3 at 50 pts each, but ONLY count 2 highest, so 100 pts)
Midterms	30% (3 at 50 points each)
Final	10% (1 at 50 points)
Total	100% (500 points)

Study Skills:

There is a lot of material covered in this course. I recommend that you review material before and after each lecture and lab. Learning botany is like learning a new language, so it is important to stay ahead of the material and to utilize memorization devices along the way (flashcards, memory tricks). Once you understand the vocabulary, then you can really appreciate the form and function of plants. It also helps to use the resources available in your textbook, such as the end of chapter reviews. Another helpful method for mastering the material is to study with other students. I will also have materials available in the Biology Resources Center S-350. Finally, please visit my office hours or email me with any questions regarding the material covered in lecture or lab.

Student Conduct:

You are expected to know and observe all rules of student conduct (CCSF catalogue). Students found cheating will be penalized and may be given a failing grade. Plagiarism will not be tolerated and student work that is plagiarized will not be accepted. In class, we will discuss plagiarism and your responsibility in preparing reports that avoid this unethical behavior. The use of any telephone or electronic devices is not allowed. It is the responsibility of each student to come to class ready to learn and participate. Please let me know promptly if there are constraints to your participation in this course (attendance, trouble with assignments, personal matters) during the semester. Students at City College of San Francisco have the right to an environment in which there is freedom to learn. The College believes that each student has an earnest purpose and that he/she will adhere to acceptable standards of personal conduct. We believe students deserve a safe, civil and respectful environment that will enable them to reach their full potential. To this end we expect students to assist us in this mission. Promptly report any concerns or observations you have to your instructor or appropriate authorities. We value your assistance and take your concerns seriously. We will treat such matters as confidential to the fullest possible extent.