

# Biology 107 - Introduction to Cell Biology – Section B1

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Winter 2018 – Dr. Torah Hunt

**Days & time:** Monday, Wednesday & Fridays 1:00-1:50, TL11

**Lecturer:** Dr. Torah Hunt (Kachur)

Email: [tkachur@ualberta.ca](mailto:tkachur@ualberta.ca) (Bio107 in Subject line please).

Office: B108 Desk 1 Biological Sciences

Twitter: @DrTorahKachur

**Course content:** This course provides an introduction to cell structure and function. Major topics include the molecules and structures that comprise prokaryotic and eukaryotic cells, the mechanisms by which energy is harvested and used by cells, how cells reproduce, and how information is stored and used within a cell via the process of DNA replication, transcription, and translation.

**Prerequisites:** Biology 30 and Chemistry 30. Students who do not have the required prerequisites at the time of taking this course should not expect supplementary professorial tutoring from the instructor.

**Course goals:** When you have completed the work in this course you will be able to:

1. Explain how energy, matter, and information moves within cells.
2. Apply laboratory skills to generate data and conduct analyses of it.

**Text:** Recommended text: Reese et al. "Campbell's Biology" (Custom Courseware, 2017). Acceptable text: Campbell and Reece "Biology" (ninth or eighth edition)

**Lectures:** Student lecture notes and supplementary material is available on the eClass course page accessible with your CCID.

**Attendance:** Attendance to labs is mandatory while attendance to lectures is not. However, completed notes will *not* be posted online therefore to receive all course material attendance in class is required. Audio recording of lectures is permitted for personal use only, however, video recording or taking of photos is *not* permitted for any purpose. Any digital sharing of course material is in violation of instructor copyright.

**Labs:** Labs begin the week of January 15<sup>th</sup>. You must purchase the most recent version of the lab manual for Biology 107 (2017-2018 edition). More information about the labs can be found in the lab manual and on the course website.

**Lab Coordinator:** Carla Starchuk ([starchuk@ualberta.ca](mailto:starchuk@ualberta.ca)) CW405

**Representative Evaluative Material:**

Consult the lecture website on eClass for these resources. Review questions will be posted with the notes for each topic.

**Grading of the course:** Your total grade in the course will be determined as follows:

- 40% - Overall lab mark
- 5% - Active Learning Component
- 15% - Lecture midterm exam
- 40% - Lecture final exam

All assignments and examinations in this course will be given a numerical score. A cumulative course mark will be calculated from those scores, weighted as tabulated above. A final letter grade will be assigned based upon your cumulative mark and my analysis of the class's cumulative mark distribution. Where possible, natural breaks in the cumulative mark distribution will be used in assigning grades, but no pre-determined distribution of grades will be imposed on the class. Your grade will reflect a combination of your absolute achievement and relative standing in the class.

## Important dates

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Monday January 8<sup>th</sup> – classes begin

Week of Monday, January 15<sup>th</sup> – labs begin

**Wednesday, February 14<sup>th</sup> – MIDTERM EXAM in class**

Feb 20-23 – Reading Week – No classes

Friday, Apr 6<sup>th</sup> – Last day to Withdraw from Fall term classes (Grade of W)

Tuesday, Apr 10<sup>th</sup> - Lab final exam 6:00 PM - 8:00 PM, locations TBA

**Thursday April 19<sup>th</sup> - FINAL EXAM at 2pm Location TBA**

## How to Succeed in Biology 107

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**What to Know for Exams:** You are responsible for material presented in class. The function of the text is to increase your understanding of the lecture material. In general you are not responsible for additional material in the text.

**Course Readings and Lecture Schedule:** There are no mandatory readings in this class however you are encouraged to use the textbook to stay up to date on material discussed in class. Additionally, the lecture topics are posted on eClass. Note: some lectures may take several classes to complete while others will be completed within one class period.

**Specialized Accessibility Services (SAS)** Students who require accommodations in this course due to a disability affecting mobility, vision, hearing, learning, or mental or physical health are advised to discuss their needs with Specialized Support and Disability Services, 2-800 Students' Union Building. You will find their website at: <http://www.uofaweb.ualberta.ca/SSDS/>

**Stress and Mental Health Support** – if you find the rigors of the semester overwhelming and simply need an outlet there are lots of resources available to you. Please come see me, visit the Faculty of Science or the Student Success Center in SUB.

**Format of Examinations:** Midterm will be 50 multiple choice questions focusing on problem solving, critical thinking and application style questions. Final will be approximately 100 marks with mostly multiple choice and some short answer questions.

**Exams:** Your student photo ID is required at exams to verify your identity. Students will not be allowed to begin an examination after it has been in progress for 30 minutes, or after a student has completed the exam, whichever is earlier. Electronic equipment cannot be brought into examination rooms.

**Exam Viewing and Marking Discussions:** If you would like to view your exams or discuss your grade for all elements of the course you *must* do so within 2 weeks of the grades for that element of the course being posted.

### **Code of student behaviour**

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (online at [www.ualberta.ca/secretariat/appeals.htm](http://www.ualberta.ca/secretariat/appeals.htm)) and avoid any behaviour which could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

All forms of dishonesty are unacceptable at the University. Any offence will be reported to the Associate Dean of Science who will determine the disciplinary action to be taken. Cheating, plagiarism and misrepresentation of facts are serious offences. Anyone who engages in these practices will receive *at a minimum* a grade of zero for the exam or paper in question and no opportunity will be given to replace the grade or redistribute the weights. As well, in the Faculty of Science the sanction for cheating on any examination will include a disciplinary failing grade (NO EXCEPTIONS) and senior students should expect a period of suspension or expulsion from the University of Alberta.

### **Missed Term Assignments and Exams**

For an excused absence where the cause is religious belief, a student must contact the instructor within two weeks of the start of Fall or Winter classes to request accommodation for the term (including the final exam, where relevant). The instructor may request adequate documentation to substantiate the student request.

### **Absence from the midterm exam**

A student who cannot write the midterm examination due to incapacitating illness, severe domestic affliction or other compelling reasons can apply to have the weight of the midterm deferred to the final examination. There will be no deferred midterm exam. Students must contact the instructor via email and request an excused absence from the midterm within two days of the exam, or a mark of zero will be assigned for the exam. Excused absence from the midterm exam or other term work is a privilege and not a right; there is no guarantee that a deferral will be granted. The instructor may request adequate documentation to substantiate the reason for the absence at their discretion. Misrepresentation of facts to gain a deferral is a serious breach of the Code of Student Behaviour.

### **Absence from the final exam**

A student may receive permission from their faculty to write a deferred exam. The student must obtain documentation from University Health Services (medical statement) OR Records Division, Examinations and Timetabling (sworn affidavit) and this documentation must be submitted to the student's own faculty office within TWO working days of the missed exam. The deferred application will be approved or denied by the student's faculty. If the application is approved, the student will be automatically billed a processing fee. Once the student has completed the above process and has received approval to write the deferred exam, he/she should contact the instructor to receive further instructions. The deferred exam for Biology 107 will be held on **Monday May 7<sup>th</sup>** at 5:00 PM (Room CW313). See sections 23.5.3 and 23.5.6 in the Calendar for more information.

Students should be aware of the Faculty of Science policy on granting deferred final exams. They are particularly vigilant for a subset of courses in the Faculty, including Biology 107: Excused absences and deferred examinations are intended to accommodate students who have experienced an incapacitating illness or severe domestic affliction. In the past, students in this course have applied for deferred examinations or excused absences in disproportionate numbers compared to other courses. Since there is no reason to believe that students in this course are more prone to incapacitating illnesses than students in other courses, please be advised that applications for deferred examinations in this course will not be approved without complete documentation that the absence was due to incapacitating illness or grave domestic affliction.

Applications based on minor or inconsequential ailments or circumstances will not be approved. Students whose records include a prior history of deferred examinations should be particularly aware that any future applications for excused absences or deferred examinations in any course will only be granted for truly compelling reasons.

**Reexaminations** Reexaminations are not permitted in BIOL 107 because the final exam is worth less than 40%. *Policy about course outlines can be found in Section 23.4(2) of the University Calendar*

## PLAGIARISM, CHEATING, MISREPRESENTATION OF FACTS AND PARTICIPATION IN AN OFFENCE

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| <p><b>The U of A</b> considers plagiarism, cheating, misrepresentation of facts and participation in an offence to be serious academic offences. Plagiarism, cheating, misrepresentation of facts and participation in an offence can be avoided if students are told what these offences are and if possible sanctions are made clear at the outset. Instructors should understand that the principles embodied in the <i>Code</i> are essential to our academic purpose. For this reason, instructors will be fully supported by Departments, Faculties and the University in their endeavours to rightfully discover and pursue cases of academic dishonesty in accordance with the <i>Code</i>.</p> <p><b>30.3.2(1) Plagiarism</b><br/>No Student shall submit the words, ideas, images or data of another person as the Student's own in any academic writing, essay, thesis, project, assignment, presentation or poster in a course or program of study.</p> <p><b>30.3.2(2) Cheating</b><br/>30.3.2(2)a No Student shall in the course of an examination or other similar activity, obtain or attempt to obtain information from another Student or other unauthorized source, give or attempt to give information to another Student, or use, attempt to use or possess for the purposes of use any unauthorized material.<br/>30.3.2(2)b No Student shall represent or attempt to represent him or herself as another or have or attempt to have himself or herself represented by another in the taking of an examination, preparation of a paper or other similar activity. See also misrepresentation in 30.3.6(4).<br/>30.3.2(2)c No Student shall represent another's substantial editorial or compositional assistance on an assignment as the Student's own work.<br/>30.3.2(2)d No Student shall submit in any course or program of study, without the written approval of the course Instructor, all or a substantial portion of any academic writing, essay, thesis, research report, project, assignment, presentation or poster for which credit has previously been obtained by the Student or which has been or is being submitted by the Student in another course or program of study in the University or elsewhere.<br/>30.3.2(2)e No Student shall submit in any course or program of study any academic writing, essay, thesis, report, project, assignment, presentation or poster containing a statement of fact known by the Student to be false or a reference to a source the Student knows to contain fabricated claims (unless acknowledged by the Student), or a fabricated reference to a source.</p> | <p><b>30.3.6(4) Misrepresentation of Facts</b><br/>No Student shall misrepresent pertinent facts to any member of the University community for the purpose of obtaining academic or other advantage. See also 30.3.2(2) b, c, d and e.</p> <p><b>30.3.6(5) Participation in an Offence</b><br/>No Student shall counsel or encourage or knowingly aid or assist, directly or indirectly, another person in the commission of any offence under this Code.<br/>The Truth In Education (T*I*E) project is a campus wide educational campaign on Academic Honesty. This program was created to let people know the limits and consequences of inappropriate academic behaviour. There are helpful tips for Instructors and Students. Please take the time to visit the website at: <a href="http://www.ualberta.ca/tie">http://www.ualberta.ca/tie</a></p> <p><b>Possible Sanctions</b><br/>One or more of the following sanctions given in 30.4.3 (2) and (3) of the Code are commonly used for plagiarism, cheating, participation in an offence, and misrepresentation of facts.</p> <p>30.4.3(2) a.i A mark reduction or a mark of 0 on any term work or examination for reason of Inappropriate Academic Behaviour (GFC 24 SEP 2007);<br/>30.4.3(2) a.ii Reduction of a grade in a course<br/>30.4.3(2) a.iii A grade of F for a course.<br/>30.4.3(2) a.iv A remark on a transcript of 8 (or 9 for failing graduate student grades),<br/>indicating Inappropriate Academic Behaviour in addition to 30.4.3(2)a.i, 30.4.3(2)a.ii, 30.4.3(2)a.iii<br/>30.4.3(3) b Expulsion<br/>30.4.3(3) c Suspension</p> <p>The following sanctions may be used in rare cases.<br/>30.4.3(3) e Suspension of a Degree already awarded<br/>30.4.3(3) f Rescission of a Degree already awarded</p> |
| <p>DR LYNN K. PENROD edited<br/>CHAIR, GFC CAMPUS LAW REVIEW COMMITTEE*</p>  | <p>DR CARL G. AMRHEIN<br/>PROVOST AND VICE-PRESIDENT (ACADEMIC)</p>   |

\* The Campus Law Review Committee is a standing committee of General Faculties Council (GFC) responsible for the review of the *Code of Student Behaviour* and of student disciplinary procedures.