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| |  | | --- | | NORTH CENTRAL TEXAS COLLEGE  COURSE SYLLABUS | | | | | | | |
| *Course Title:* | BIOL 2406 Environmental Biology – Online Course | | | | | | |
| *Course Prefix & Number:* | | Biol 2406 | *Section Number:* | 390 | *Semester/Year:* | FA 2020 | |
| *Semester Credit Hours:* | | 4 | *Lecture Hours:* | 3 | *Lab Hours:* | 1 | |
| *Course Description (NCTC Catalog):*  Principles of environmental systems and ecology, including biogeochemical cycles, energy transformations, abiotic interactions, symbiotic relationships, natural resources and their management, lifestyle analysis, evolutionary trends, hazards and risks, and approaches to ecological research. | | | | | | | |
| *Course Prerequisite(s): None* | | | | | | | |
| ***Required Course Materials and Technology:***  **Text -**Hard or electronic copy: *Principles of Environmental Science* 9th., Cunningham - ISBN 9781260219715   * **Computer and Reliable Internet access.** Internet access is available on campus. * **An up-to-date internet browser**. See the requirements: <https://community.canvaslms.com/docs/DOC-10720> * **Software requirements:** Respondus Lockdown Browser is required for taking exams and quizzes. For more information <https://ecampushelpdesk.nctc.edu/hc/en-us/articles/203261940-Respondus-LDB-What-Students-Need-to-Know> * Microsoft Office free download: <https://products.office.com/en-us/student/office-in-education> * Google Docs for collaboration with classmates: <https://www.google.com/docs/about/> * For NCTC technical support, visit the eLearning page: <https://www.nctc.edu/elearning/index.html> * For Canvas related issues: <https://ecampushelpdesk.nctc.edu/hc/en-us/categories/200109234-Students> ; For general Canvas information: <https://community.canvaslms.com/docs/DOC-10721> | | | | | | | |

**INSTRUCTOR INFORMATION**

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| *Name of Instructor:* | Heather Does-Krell, M.A. |
| *Campus/Office Location:* | Flower Mound/MSU building Room 137 or Online |
| *Telephone Number:* | 940-536-3745 between 10am-4pm, you may leave a message if I don’t answer. |
| *E-mail Address:* | [hkrell@nctc.edu](mailto:hkrell@nctc.edu) or Canvas message – allow 24 hours to respond weekdays/48 hours weekend |

**OFFICE HOURS**  will be scheduled in Webex. Click the Cisco Webex link in Canvas to view and sign-up for available appointment times. If you need to schedule an alternate time to meet, contact me by email or Canvas message.

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| *Monday* | *Tuesday* | *Wednesday* | *Thursday* | *Friday-Sunday* |
| 9-10 am | 3-4 pm | 9-10 am | 3-4 pm | Not available |

**STUDENT LEARNING OUTCOMES** (From Academic Course Guide Manual/Workforce Ed. Course Manual/NCTC Catalog

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| *At the successful completion of this course the student will be able to:* | |
|  | **Lecture Learning Outcomes**   1. Explain the structure and impact of biogeochemical cycles. 2. Describe energy transformations across trophic levels. 3. Illustrate abiotic/biotic interactions and symbiotic relationships. 4. Identify various types of natural resources, human impact on these resources, and common resource management practices. 5. Quantify and analyze the impact of lifestyle on the environment. 6. Depict evolutionary trends and adaptations to environmental changes. 7. Describe environmental hazards and risks and the social and economic ramifications. 8. Describe ecological and statistical techniques and approaches used in the study of environmental biology.   **Lab Learning Outcomes**  Upon successful completion of this course, students will:   1. Apply scientific reasoning to investigate questions and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data. 2. Use critical thinking and scientific problem solving to make informed decisions in the laboratory. 3. Communicate effectively the results of scientific investigations. 4. Explain the structure and impact of biogeochemical cycles. 5. Describe energy transformations across trophic levels. 6. Illustrate abiotic/biotic interactions and symbiotic relationships. 7. Identify various types of natural resources, human impact on these resources, and common resource management practices. 8. Quantify and analyze the impact of lifestyle on the environment. 9. Depict evolutionary trends and adaptations to environmental changes. 10. Describe environmental hazards and risks and the social and economic ramifications. 11. Describe ecological and statistical techniques and approaches used in the study of environmental biology. |

**COURSE SUBJECT OUTLINE**

See the tentative course summary uploaded into Canvas below the Syllabus.

**GRADING CRITERIA**

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| *Frequency* | *Graded Course Elements* | *Percentage or Point Values* |
| Weekly | Module assignments – consisting of quizzes, individual and group assignments and labs and discussion board postings. The 2 lowest grades will be dropped.  **Missed assignments cannot be made up.** | 45% |
| 4 Unit  1 Final | 4 Lecture Exams – consisting of multiple choice and short answer/essay questions and 1 Comprehensive Final,  The lowest of all exam grades will be dropped.  **No make-up exams will be offered.** | 50% |
| Weekly | Attendance/Participation will be conducted in the form of a weekly Google Form as a check-in assignment | 5% |
| **Total points** |  | **100%** |

**GRADING SCALE: 89.5 – 100% = A, 79.5 - 89% = B, 69.5 - 79% = C, 59.5 – 69% = D, Below 59.5% = F**

**COURSE STRUCTURE**

The lecture and lab material for this course will be conducted entirely online. Weekly participation is required, and assignments cannot be made up, therefore please make sure your schedule is clear and that you have uninterrupted access to the internet to complete your assignments.

**COURSE COMMUNICATION:** You many contact me using Canvas message, email, or via Google voice number. Please allow 24 hours for a response Monday – Thursday and 48 hours Friday -Sunday.

**QUESTIONS:** It is normal to have questions about things that relate to the course, such as clarification about assignments, course materials, or assessments. I have discussion boards setup specifically to address Frequently Asked Questions. Rather than emailing questions to me individually about general course topics, I encourage you to post your questions under one of the FAQ discussion board topics. If you have questions that are personal in nature, please email or message me privately.

**PARTICIPATION:**Students are expected to participate by completing chapter readings and outlines, watching assigned videos in Canvas, engaging in discussion boards, completing unit assignments, labs, and weekly check-in forms. The required textbook is a valuable resource of information and students will be expected to keep up with its reading. Grades will be taken in the form of quizzes, exams, discussion participation, other unit assignments. Students are expected to take responsibility for their own learning.

**ATTENDANCE POLICY:** Regular and punctual attendance is expected of all students in all classes for which they have registered. Approved college sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence.

**Attendance will be recorded via weekly discussion board assignments and check-in forms posted in each unit.**

Students will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course’s objectives. Persistent, unjustified absences from classes or laboratories will be considered sufficient cause for College officials to drop a student from the rolls of the College. From Board Policy FC (LOCAL)

**Last day to Withdraw for the Fall 2020 semester with a “W” is November 2nd, 2020**

For other important datesvisit:<http://www.nctc.edu/_documents/academics/academic-calendar-2020-2021.pdf>

If a student cannot complete all the requirements of this course due to illness or some unavoidable conflict, they must request in writing a grade of “I” (incomplete) in order to be allowed to finish the requirements at a later date. When the instructor receives the request, he/she must reply in writing to the request, explaining why the grade of “I” will or will not be assigned.

**DISABILITY SERVICES - THE OFFICE FOR STUDENTS WITH DISABILITIES (OSD)**: provides support services for students with disabilities, students enrolled in technical areas of study, and students who are classified as special populations (i.e. single parents).

Support services for students with disabilities might include appropriate and reasonable accommodations, or they may be in the form of personal counseling, academic counseling, career counseling, etc. Furthermore, OSD Counselors work with students to encourage self-advocacy and promote empowerment. The Counselors also provides resource information, disability-related information, and adaptive technology for students who qualify.

If you feel you have needs for services that the institution provides, please reach out to either Wayne Smith (940) 498-6207 or Yvonne Sandman (940) 668-3300. Alternative students may stop by Room 170 in Corinth or Room 111 in Gainesville.

For more information, visit the NCTC Office for Students with Disabilities: <https://www.nctc.edu/catalog/student-services/office-students-with-disabilities.html>

**CORE CURRICULUM FOUNDATIONAL COMPONENT AREA** (For classes in the Core)

 Communication

 Mathematics

X Life and Physical Science

 Language, Philosophy & Culture

 Creative Arts

 American History

 Government/Political Science

 Social and Behavioral Sciences

 Component Area Option

**REQUIRED CORE OBJECTIVES**

X Critical Thinking

X Communication

X Empirical and Quantitative

X Teamwork

X Personal Responsibility

X Social Responsibility

**COURSE TYPE**

 Academic General Education Course (from ACGM but not in NCTC Core)

XAcademic NCTC Core Curriculum Course

**** WECM Course

**STUDENT HANDBOOK**: Students are expected to follow all rules and regulations found in the student handbook and published online.

**ACADEMIC DISHONESTY**: Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion. Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty.

You are not to give any person (which includes parents, spouses, friends, etc.) access to your Canvas account at any time during the semester. If you do, you are putting the integrity of the coursework completed in question.

See Student Handbook, “Student Rights & Responsibilities: Student Conduct ([FLB(LOCAL)]”.

Consequences for academic dishonesty may include:

1. Any student who cheats on any course materials (exams, assignments, quizzes) will immediately fail the course;
2. Academic Dishonesty papers filed with the Dean and VP of Instruction

**QUESTIONS, CONCERNS, or COMPLAINTS – please make an attempt to contact your instructor first to resolve any issues that arise during the course.**

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| Name of Chair/Coordinator: | Dr. Lisa Bellows |
| Office Location: | Gainesville Science Building Office 408 |
| Telephone Number: | 940-668-4252 |
| E-mail Address: | lbellows@nctc.edu |

**COVID-19 Specific Syllabi Statements Fall 2020**

**Syllabi statement regarding potential Conversion of Onsite Classes to Online/Remote Format:** North Central Texas College students should be aware that in the event of a college closure due to COVID-19, onsite classes will be converted to an online/remote format. Students should plan ahead to ensure they have access to the computer equipment (either PC, MAC, or tablet), webcam, and internet connectivity to continue their classes in an online/remote format. Please read all your official North Central Texas College student emails as the transition from onsite to online/remote might require a reorganization in your personal situation. Students will be granted a 72-hour transition and grace period. Online classes will continue as scheduled without disruption. Wear a mask, stay safe, and contact your Instructor as the situation arises. These policies and procedures were updated on July 30, 2020 and are subject to change.

**Syllabi Statement Regarding Face Coverings:** Per the North Central Texas College guidance on face coverings on campus, in the instructional setting, faculty and students must wear face coverings, such as masks or face shields. Students without coverings, or those who do not comply with the rules relating to face coverings, will not be able to participate in on-campus classroom activities. To request an exception to this requirement, students should contact the NCTC HR Office of Enrollment Management ([ccove@nctc.edu](file:///C:\Users\wperkins\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\K61Q7TQQ\ccove@nctc.edu)). Failure to comply with the face coverings requirement may result in the Instructor directing the student to leave the classroom. Any student asked to leave the classroom may be referred to the student conduct officer. These policies and procedures were updated on July 30, 2020 and are subject to change.

**Temporary COVID-19 Attendance Policy for Face-to-Face Meetings:** We are facing an unprecedented situation in which all of us must be flexible and make prudent decisions in the best interest of our families, our campus, and our community. In light of this, North Central Texas College is temporarily establishing the requirement that faculty keep records of student attendance for face-to-face course meetings as well as a documented seating chart. In addition, students who are sick or need to quarantine should not attend classes. Students will not be required to provide formal documentation from a health care provider and will not be penalized for COVID-19 related absences when proper notification to campus health officials is made in accordance with the guidelines stated below.

Faculty will:

* Notify students about important course information and delivery changes through Canvas and campus email.

Students should:

* Provide notification to campus officials (via NCTC Daily Health Check protocol through Canvas) if they have tested positive for COVID-19 or have to quarantine so we can confirm reported absence with instructors, monitor, and assist the campus community.
* Notify instructors in advance of the absence.
* Connect with that class through Webex if the class session is being transmitted in a hybrid fashion.
* Keep up with and/or make up missed classwork or assignments.
* Submit assignments digitally through Canvas or other means as announced by your instructor.
* Work with their instructors to reschedule exams, labs, and other critical academic activities described in the course syllabus.
* Check Canvas and campus email daily to receive important announcements pertaining to the course.

During this period, faculty with face-to-face meetings will establish assigned seating/work stations to facilitate roll-taking, and, if necessary, contact tracing. Additionally, we ask all members of the College community to be attentive to their health, and safeguard others, by following the CDC’s guideline to “stay home when you are sick.” You should stay home if you have symptoms. More information on what to do if you are sick is available at the CDC’s website.

Additional NCTC information is available at <http://www.nctc.edu/coronavirus/index.html>

**Fall 2020 – Student Services**

**Student Success Center**

The Student Success Center is designed to help all students at NCTC develop tools to achieve their academic goals. The center links students to FREE tutoring, including a Writing Center, a Math Lab, and free online tutoring. The program helps students acclimate to college by providing free interactive online workshops. For more information, please visit your nearest Student Success Center.

Student Success offers academic coaching, tutoring, including a Writing Center, and a Math Lab to assist new students acclimate to college by providing computer lab services for prospective students. <http://www.nctc.edu/student-services/student-success/tutoring/index.html>

First generation students can also participate in TRIO which offers specialized services.

<http://www.nctc.edu/student-services/trio-student-support-services.html>

**Completion Center**

The NCTC Completion Center is a comprehensive student engagement program that increases retention and completion rates of first-time, low income students. Services include:

Success coaching to address students’ academic and non-academic challenges and issues; Success Seminars, and a centralized career readiness and job placement program.

<http://www.nctc.edu/student-services/completion-center/index.html>

**Career Services Center**

The NCTC Career Services Center is the place you can go for educational and career planning. Services include: Career/Degree Exploration, Job Search Tools and Resources, Resume and Professional Portfolio Development, Interview Skills and Preparation. Our Career Advisors partner with you in making your educational journey an efficient process towards a rewarding career. <http://www.nctc.edu/career-services/index.html>

**Counseling and Advising**

Support Services, Counseling and Advising staff offer a variety of services to current and prospective students, such as College 101, placement testing, academic advising and course registration, transfer assistance, and College Success seminars (Time Management, Study Skills, Test Anxiety, Choosing a Major, Learning Style Strategies, Career Exploration) and much more. <http://www.nctc.edu/counseling-advising/index.html>

**Testing Service Center**

The mission of NCTC Testing Services is to provide high-quality testing services that adhere to the professional standards and guidelines to meet the needs of students, faculty, and community members. <http://www.nctc.edu/testing-center/index.html>

**Early Alert and CARES**

The NCTC Early Alert program assists students who are at risk of failing or withdrawing from a course. Faculty and staff may refer students through the Early Alert process at any point in the semester in an effort to provide appropriate intervention and access to support services. Examples of behaviors that could prompt an Early Alert referral could be missing assignments, failing tests, excessive absences, or personal circumstances impacting academic performance. A student submitted as an Early Alert will be contacted by an [academic advisor or success coach](http://www.nctc.edu/counseling-advising/index.html) through text, phone, and/or via their NCTC e-mail address to discuss any current challenges as well as helpful resources and success strategies-we want our students to finish strong and know that education is a partnership!

The [NCTC CARES (Campus Assessment Response Evaluation Services) Team](http://www.nctc.edu/cares-team/index.html) is concerned not only about our students' academic success, but also their emotional and physical well-being. The CARES Team promotes a safe learning environment for students, faculty, and staff and is committed to taking a proactive approach in helping our students succeed by addressing the mental, emotional or psychological health and safety of the NCTC community. As a student, you have the ability to report concerning behavior which could impact your own safety or the safety of another NCTC student, such as stalking, harassment, physical or emotional abuse, violent or threatening behavior, or self-harm. Visit the NCTC CARES site to also locate campus and community resources, or email [counseling@nctc.edu](mailto:counseling@nctc.edu) to get in touch with a member of the CARES Team directly.  As always, if you feel there is an immediate threat to your own safety or welfare (or to another student), please call 911 immediately.

**Financial Aid**

Financial Aid offers financial resources for students that qualify, visit the financial aid offices for more information. <http://www.nctc.edu/financial-aid/index.html>

**Student Success**

At NCTC, student success​ is progress towards collegiate goals, reached in an affordable and timely manner, under professional guidance, empowering students to serve skillfully in their chosen role within their community

**Equity**

NCTC defines equity as encompassing the practice of acknowledging individual differences and systemic disparities when developing new programs and resources for our campus community, which may sometimes challenge our own beliefs and assumptions, in order to ensure balanced educational opportunities toward completion.

**Affinity Groups**

Staff and faculty representing the Employee Resource Groups (ERG’s), along with academic advisors, counselors and success coaches, serve as mentors for NCTC’s student-centered ​Affinity Groups​.

An ​Affinity Group​ is a population of students who have specific needs, barriers or systems they are needing to navigate not only within college, but within life. Providing mentorship, support and resources for identified Affinity Groups such as Black/African American students, veterans and active military, single parents, students with disabilities, adult learners, Latinx, LGBTQ+ and students who have experienced foster care and/or homelessness, enables us to make more impactful, meaningful connections with students who are in dire need of equity and understanding.