

SIGNATURE ROUTING LOG



General Information:

Proposal Type: Course Program Other
 Proposal Name¹ (course prefix & number, pgm major & degree, etc.): BIO 102/152 DL
 Proposal Contact Person Name: see respective DL form Phone: _____ Email: _____


INSTRUCTIONS:

Identify the groups or individuals reviewing the proposal; note the date of approval; offer a contact person for each entry; and obtain signature of person authorized to report approval.

Internal College Approvals and Course Cross-listing Approvals:

Reviewing Group	Date Approved	Contact Person (name/phone/email)	Signature
Biology	<u>12/09/09</u>	Vincent Cassone / vincent.cassone@uky.edu / 7-8641	
A&S Associate Dean	12/09/09	Ted Schatzki / schatzki@uky.edu / 7-5821	
		/ /	
		/ /	
		/ /	

External-to-College Approvals:

Council	Date Approved	Signature	Approval of Revision ²
Undergraduate Council	<u>4/1/2010</u>		
Graduate Council			
Health Care Colleges Council			
Senate Council Approval		University Senate Approval	

Comments:

¹ Proposal name used here must match name entered on corresponding course or program form.

² Councils use this space to indicate approval of revisions made subsequent to that council's approval, if deemed necessary by the revising council.

Distance Learning Form

This form must accompany every submission of a new/change course form that requests distance learning delivery. This form may be required when changing a course already approved for DL delivery. All fields are required!

Introduction/Definition: For the purposes of the Commission on Colleges Southern Association of Colleges and Schools accreditation review, *distance learning* is defined as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. A distance learning (DL) course may employ correspondence study, or audio, video, or computer technologies.

A number of specific requirements are listed for DL courses. The *department proposing the change in delivery method is responsible for ensuring that the requirements below are satisfied at the individual course level*. It is the responsibility of the instructor to have read and understood the university-level assurances regarding an equivalent experience for students utilizing DL (available at <http://www.uky.edu/USC/New/forms.htm>).

Error! Hyperlink reference not valid.

Course Number and Prefix: BIO 152	Date: November 30, 2009
Instructor Name: Phil Bonner	Instructor Email: pbonner@uky.edu
Check the method below that best reflects how the majority of course of the course content will be delivered.	
Internet/Web-based <input checked="" type="checkbox"/>	Interactive Video <input type="checkbox"/>
Hybrid <input type="checkbox"/>	

<i>Curriculum and Instruction</i>	
1.	<p>How does this course provide for timely and appropriate interaction between students and faculty and among students? Does the course syllabus conform to University Senate Syllabus Guidelines, specifically the Distance Learning Considerations?</p> <p>This course will be taught online, with video and audio pre-recorded lectures, online exercises and exams. The instructor will offer regular office hours for online chat, or telephone contact if needed, as well as open email access. The syllabus will conform with the University Senate Guidelines</p>
2.	<p>How do you ensure that the experience for a DL student is comparable to that of a classroom-based student's experience? Aspects to explore: textbooks, course goals, assessment of student learning outcomes, etc.</p> <p>The course plan is very similar to the in class experience, which consists mainly of lecture presentations, online homework and in class exams. The students will work with the textbook in essentially the same way as the in class student.</p>
3.	<p>How is the integrity of student work ensured? Please speak to aspects such as password-protected course portals, proctors for exams at interactive video sites; academic offense policy; etc.</p> <p>The course will be offered through Blackboard or other similar online classroom management software, ensuring that each student has individual protected access to the course materials. Online assignments are open book and exams will be individually unique, time limited and one-time access.</p>
4.	<p>Will offering this course via DL result in at least 25% or at least 50%* (based on total credit hours required for completion) of a degree program being offered via any form of DL, as defined above?</p> <p>No.</p> <p>If yes, which percentage, and which program(s)?</p> <p>*As a general rule, if approval of a course for DL delivery results in 50% or more of a program being delivered through DL, the effective date of the course's DL delivery will be six months from the date of approval.</p>
5.	<p>How are students taking the course via DL assured of equivalent access to student services, similar to that of a</p>


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	<p>student taking the class in a traditional classroom setting?</p> <p>As registered students at UK, they will have access to the full range of student services as outlined on the UK Student Affairs website (http://www.uky.edu/StudentAffairs/). Students will also be provided an electronic copy of the attached "UK Student Academic Services" document.</p>
<i>Library and Learning Resources</i>	
6.	<p>How do course requirements ensure that students make appropriate use of learning resources?</p> <p>Successful completion of course requirements will require that the students make appropriate use of the textbook and required internet sites, and access to library resources are available on the library website for distance learning (http://www.uky.edu/Libraries/lib.php?lib_id=16).</p>
7.	<p>Please explain specifically how access is provided to laboratories, facilities, and equipment appropriate to the course or program.</p> <p>This course will not require physical access to any particular facility or equipment.</p>
<i>Student Services</i>	
8.	<p>How are students informed of procedures for resolving technical complaints? Does the syllabus list the entities available to offer technical help with the delivery and/or receipt of the course, such as the Teaching and Academic Support Center (http://www.uky.edu/TASC/index.php) and the Information Technology Customer Service Center (http://www.uky.edu/UKIT/)?</p> <p>The syllabus lists technical support services available and students will be provided with a list of available University resources.</p>
9.	<p>Will the course be delivered via services available through the Teaching and Academic Support Center?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>If no, explain how students enrolled in DL courses are able to use the technology employed, as well as how students will be provided with assistance in using said technology.</p>

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10.	<p>Does the syllabus contain all the required components, below? <input checked="" type="checkbox"/> Yes</p> <ul style="list-style-type: none"><input type="checkbox"/> Instructor's <i>virtual</i> office hours, if any.<input type="checkbox"/> The technological requirements for the course.<input type="checkbox"/> Contact information for TASC (http://www.uky.edu/TASC/; 859-257-8272) and Information Technology Customer Service Center (http://www.uky.edu/UKIT/; 859-257-1300).<input type="checkbox"/> Procedure for resolving technical complaints.<input type="checkbox"/> Preferred method for reaching instructor, e.g. email, phone, text message.<input type="checkbox"/> Maximum timeframe for responding to student communications.<input type="checkbox"/> Language pertaining academic accommodations:<ul style="list-style-type: none">o "If you have a documented disability that requires academic accommodations in this course, please make your request to the University Disability Resource Center. The Center will require current disability documentation. When accommodations are approved, the Center will provide me with a Letter of Accommodation which details the recommended accommodations. Contact the Disability Resource Center, Jake Karnes, Director at 859-257-2754 or jkarnes@email.uky.edu."<input type="checkbox"/> Information on Distance Learning Library Services (http://www.uky.edu/Libraries/DLLS)<ul style="list-style-type: none">o Carla Cantagallo, DL Librariano Local phone number: 859 257-0500, ext. 2171; long-distance phone number: (800) 828-0439 (option #6)o Email: dllservice@email.uky.eduo DL Interlibrary Loan Service: http://www.uky.edu/Libraries/libpage.php?lweb_id=253&lib_id=16
11.	<p>I, the instructor of record, have read and understood all of the university level statements regarding DL.</p> <p>Instructor Name: Phil Bonner</p> <p style="text-align: right;"> Instructor Signature:</p>

Syllabus **BIO 152 Online Summer 8-week 2010**

Instructor: Philip H. Bonner, 213 MDR3, (859)-257-3117, pbonner@uky.edu
Department of Biology, College of Arts and Sciences

Virtual office hours: Contact me by phone up until 4pm weekdays (859-257-3117) or email me any time, including weekends. I will respond to most emails the same day. Emails received after 5PM will be returned the following day.

Class time and location: ONLINE: go to MyUK and log into Blackboard using your LINK BLUE username and password.

Minimum Technology Requirements:

In order to participate in this course, you will need access to a computer with the minimum hardware, software and internet configuration described at this site:
<http://wiki.uky.edu/blackboard/Wiki%20Pages/FAQs.aspx> .

Note: the use of Internet Explorer is NOT recommended for use with Blackboard.
Firefox is the recommended Internet browser for the course.

You will need to install a number of plug-ins on your computer. The links to the specific plug-ins required for this course can be found in MODULE 1 of the COURSE MATERIALS section of the course. If you are using a UK computer these plug-ins should be already installed.

If you experience technical difficulties with accessing course materials, the Customer Service Center may be able to assist you. Their hours are 7am – 6pm Monday through Friday. You may reach them at 859-257-1300 or by e-mail at helpdesk@uky.edu. Please also inform the course instructor when you are having technical difficulties.

The Teaching and Academic Support Center (TASC) website (<http://www.uky.edu/TASC/>) offers additional information and resources that can promote a successful distance learning experience. They may also be reached at 859-257-8272.

- [UK Blackboard Wiki](#)

Text: Biological Science, 3rd edition, by Scott Freeman; Benjamin Cummings Publishing. Pub date, ISBN

Books may be purchased from:

- Kennedy Bookstore 405 S Limestone, Lexington, KY, 1-800-892-5165.
www.kennedys.com
- Wildcat Text Books, 563 S. Limestone, Lexington, KY, 606-225-7771
(www.wildcattext.com)
- UK Bookstore, 106 Student Center Annex, campus, 859-257-6304, 800-327-

6141, (www.ukbookstore.com) .

Distance Learning Library Services: As a distance-learning student you have access to the Distance Learning Library services at www.uky.edu/Libraries/linpage.php?web_id=253&llib_id=16

Course description

BIO 152, Principles of Biology II is the 2nd semester of a two-semester sequence of introductory courses for Biology and other life-sciences majors. The first course in the sequence, BIO 150, is not a prerequisite for BIO.152 but it is advisable to have taken it or some other introductory biology course. Prerequisites for this course are CHE 105; *or* Math ACT score of 26 or higher and *concurrent* enrollment in CHE 105; *or* having passed the chemistry placement test plus *concurrent* enrollment in CHE 105.

BIO 152 is designed to develop an understanding and appreciation of the complex relationships between structure and function in animals and plants at many different levels of organization: molecule, cell, tissue, organ, and organism. Animal and plant biology will be integrated throughout. Functions common to both will be discussed together and reference made to common features.

Principles of Biology II will begin with a focus on animal and plant diversity (Freeman chapters 30,32, 33, and 34). Tissue structure and function of plants and animals (36 and 41) leads to ways in which commonalities of structure and function maintain the organisms and how they are modulated. Along the way we will look at functions common to all organisms such as nutrient gathering, and nutrient distribution (37, 38, 43).

The complex arrays of interacting systems regulating physiological systems will be examined partly in plants (39) but mostly in animals as we discuss circulation, metabolism, gas exchange, osmoregulation, thermoregulation, and homeostatic control of internal environments (41, 42, 43, 44)

Chemical signaling and hormonal control of these phenomena will be investigated in plants and animals (39,46) and the principles of signaling will be applied to exploration of strategies, methods, and control of reproduction (40, 48), including fertilization, differentiation, and development of embryos (20, 21, 22, 23).

We will examine the animal nervous system: the nature of neural signals, how they are generated, transmitted, and received; the diversity and characteristics of nervous systems among animals; and the mechanisms through which sensory and motor systems operate (45, 46).

Course outcomes

At the completion of the course the student should be able to:

- Demonstrate an understanding of the broad principles that underlie all life.
- Demonstrate an understanding of the relationships between environmental conditions and adaptation of plants and animals to them.
- Describe in evolutionary terms the ways plant and animal species are different from each other.
- Apply principles of adaptive change to describe how diversity of animal and plant physiological systems allows different solutions to similar problems.
- Demonstrate an ability to infer function and physiology from structure and environment at the levels of organisms, organs, tissues, and cells.

Detailed chapter learning outcomes A detailed listing of chapter learning outcomes can be found at the end of this syllabus and on the BlackBoard webpages.

Disabilities and medical conditions

If you have a documented disability that requires academic accommodation, please contact me as soon as possible. In order to receive accommodations in this course you must provide me with a Letter of Accommodation from the Disability Resource Center (Room 2, alumni Gym, 257-2754; email to jkarbes@email.uky.edu) for coordination of campus disability services available to you.

Your time commitment:

The amount of time you spend on this course is an individual thing but you must work hard enough to master the material presented in lectures and in the textbook. This course lasts for 8 weeks with one one-hour lecture per day [This course lasts for 4 weeks with one 2-hour lecture per day]. It is important that you not leave all your studying until just before the exams; you should listen to lectures every day, peruse the website (Blackboard) for ancillary posted information and READ THE BOOK. You should plan on spending 2-3 (4-6) hours per day with course material.

Reading assignments are listed in the lecture schedule and outline.

Getting started: locate the course website [log into your Blackboard (Bb) account]

- Locate the syllabus by clicking on the link [Bb instructions ...]
-
- [Bb] Check your email address, change if needed in 'Tools'.
- [Bb] in Course Information find the lecture schedule and the recorded lectures. The Schedule is there so you know in which order to listen to them.
- The course is divided into XX modules (click on red 'course materials' button Bb). Course Materials contains all the images used in class and Word files of 'slide notes' that accompany the figures discussed in lectures. Keep the slide notes handy when listening to lectures so you can determine better which figures are being discussed. Figures discussed in lecture but not from the textbook are copied into the slide notes.

- Be aware that some of the files are very large and may take a long time to download.
- If you have problems with delivery of course materials over the internet, or web links appear not to work, contact me so I can try to fix the problem.
- Recommended first actions:
 1. Print a copy of the syllabus and lecture schedule.
 2. Do the VARK questionnaire. The link is within module 1.
 3. Begin work on module 1. Necessary software is available as plug-ins listed in module 1.

Grading:

There will be three exams, each worth 33.3% of your final grade. Exams will consist of multiple-choice questions and perhaps some essays on broad topics.

A=90-100%

B=80-89%

C=70-79%

D=60-69%

E=below 60%

Examination schedule and the times they will be available online:

Exam 1 June XX Available between X and Yam/pm

Exam 2 XXXX

Exam 3 XXXX

Last day to withdraw from a course XXX After this date you may withdraw only for 'urgent non-academic reasons'.

Missed exams

Make-up exams will be offered only to people who have documented excused absences as defined by the University (Senate Rule V.2.4.2). Make-ups will be scheduled to fit your time available. Unless a written excuse is submitted within 72 hours of the missed exam the score on that exam will be zero.

Check '**Assignments and Exams**' in Bb to confirm the topics and book chapters covered on each exam.

Online examination information

You will take the exams online and submit them online through Blackboard. They must be submitted by the posted deadline. The exams will be available for three hours before they are due to be submitted but you have a maximum of only one hour to finish the exam. Once you start an exam you must finish it within one hour. At the end of the hour, the exam file closes. You can access the exam at any time during the three-hour window but you can access it only once and then for only one hour. If you go over the one hour limit you will not be able to submit it

and your score will be zero. It is your responsibility to pay attention to how much time you have left.

If a technical problem occurs during the exam call me right away to tell me what the problem is: you were locked out of the exam, your internet connection failed, blackboard malfunctioned, etc. Call me at 859-257-3117. If that fails, email me and include a phone number where you can be reached.

These online exams are meant to be 'closed book'. You may not use your textbook, notes, or any other source of information during the exam.

MAY BE EASIER TO MAKE IT OPEN BOOK. Or have exams only MC and use essays for 'assignments' to constitute about 20% of grade.

Academic Offenses:

PLAGIARISM and CHEATING are serious academic offenses.

The following is an excerpt taken from the "Students Rights and Responsibilities Handbook, University of Kentucky" regarding cheating.

"Cheating is defined by its general usage. It includes, but is not limited to, the wrongful giving, taking, or presenting any information or material by a student with the intent of aiding himself/herself or another on any academic work which is considered in any way in the determination of the final grade."

The following is an excerpt taken from the "Students Rights and Responsibilities Handbook, University of Kentucky" regarding plagiarism.

"All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression.

When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism.

Plagiarism includes reproducing someone else's work..... If the words of someone else are used, the student MUST put quotation marks around the passage in question and add an appropriate indication of its origin. Making simple changes while leaving the organization, content and phraseology intact is plagiaristic."

Charges of an academic offense will be made against any student that cheats or commits plagiarism. Penalties for such an offense will be assessed according to University Regulations regarding Academic Offenses. The most severe penalties include suspension or dismissal from the University.

NOTE* In addition to the circumstances listed above, the following activities are considered evidence of cheating:

- 1) Any talking to another student during an examination.
- 2) Looking at another students work during an examination, or allowing another student to look at your work.

3) Collaborating with another student on an examination and/or submitting an assignment that is similar in wording or sentence construction to the work of another student in the class, even if you acknowledge the participation of the other student. ALL SUBMITTED WORK MUST BE DONE BY YOU ALONE.

Student conduct

Students are expected to maintain decorum, including respect for other students and the professor, to regularly login to the course, and to display an attitude that seeks to take full advantage to the academic opportunity.

Unresolved academic issues

Consult the University of Kentucky Student Rights and Responsibilities regarding the way to address unresolved academic problems.

<http://www.uky.edu/StudentAffairs/Code/>

See also **UK Student Academic Services Resources List for Students at:**

<http://www.uky.edu/UGS/centadv/documents/Student%20Resources.pdf>

BIO 152 Lecture outline, Summer 2010

Recommended week To work on a module	Topic/Module	Reading in Freeman 3 rd
Week 1	Plant diversity and phylogeny.	Module 1 Chapter 30, 32
	Animal diversity and phylogeny	33, 34
Week 2	Plant cells and tissues	Module 2 36
	Animal cells and tissues	41
Week 3	Nutrition and nutrient gathering	Module 3 37, 38
	Nutrient processing and distribution	43
Week 4	Circulation	Module 4 39, 41
	Homeostasis	Module 5 41
Week 5	Thermoregulation	41
	Gas exchange	Module 6 44
	Osmoregulation	Module 7 42
Week 6	Chemical signaling in plants	Module 8 39
	Animal endocrine systems	47
Week 7	Plant reproduction	Module 9 40
	Animal reproduction	48
	Development and morphogenesis	Module 10 21, 22, 23
Week 8	Nervous systems	Module 11 45
	Sensory systems	Module 12 46
	Muscle and motility	46