

BIOL 1407 – Biology II For Science Majors Syllabus

Spring 2026

Department: Biology

Discipline: Majors Biology

Course Number: BIOL 1407

Course Title: Biology for Science Majors II

Course Format: Asynchronous Online

Instructor: Kristin Bingham, M.S.

Contact me:

Office: Science 85

Office Hours:

- Mon, Tues, Weds, Fri: 9:30 am – 11:30 am
- Thurs – None
- By appointment outside posted hours.

E-mail: kbingham@southplainscollege.edu

Office Phone: (806) 716-2308 – leave a message.

- Professor may be unavailable from noon on Friday until 7:45 am on Monday as well as on college holidays.

Course Description: In this course, the diversity and classification of life will be studied, including animals, plants, protists, fungi, and prokaryotes. Special emphasis will be given to anatomy, physiology, ecology, and evolution of plants and animals. This is the second semester of an integrated course for majors in biological sciences and related studies, including the medical disciplines.

Prerequisite: A grade of **C** or better in BIOL 1406, Biology I for Science Majors or permission from instructor.

Required Course Materials – Inclusive Access:

TexBook Syllabus Statement

This course is part of your TexBook program, which means you don't need to purchase a textbook or access code for this course. TexBook is the required content (either an eBook or online Courseware) for your course, and is provided for you via the Bibliu platform from Day 1 of class.

- Cost of TexBook: this required content is provided as part of a Program called 'Inclusive Access', which means that content is provided for you at the lowest price available from the publisher. The cost for this is included in your tuition.
- How to access your digital content via Bibliu: you can access your material via the Bibliu link inside your Blackboard Course, or directly via the Bibliu app. If you have issues with this, please contact your professor, the Bookstore Manager or Bibliu Support (see below).
- The Bibliu platform: you can use the Bibliu platform to enhance your learning experience, with features including: highlighting, notes and reading text aloud. For more details and support on how to use Bibliu, please visit the [Bibliu support pages](#), or contact Bibliu support via the email: support@bibliu.com
- Opting out: you can Opt-Out of the TexBook Program, up until the Opt-Out deadline, via the banner displayed when you open the Bibliu platform. Remember that Opt-Out deadlines vary by term, and if you choose to Opt-Out you will lose access to this low price option, and will need to purchase the content through a different method. If you opt-Out, the fee will be refunded to your account.

Useful contacts:

1. Bookstore Manager: Christian Bruno - christian.bruno@bibliu.com
2. Bookstore Text Coordinator: Trish Wells - patricia.wells@bibliu.com
3. Bibliu Support: email support@bibliu.com

Textbook: Included in TexBook**Required Course Materials:****REQUIRED: External Web Camera linked here:** <https://amzn.to/4rRbUNG>

- You are required to have a side view camera for testing in this course. Integrated cameras are not sufficient. I suggest the one linked, but other models may be allowed. Please send a message if you are requesting permission for another model.

EQUIPMENT/INTERNET: Reliable, high speed internet connection and a computer capable of accessing Blackboard, running required video proctoring software, and supporting continuous webcam and microphone use for exams.

- Technical limitations or equipment failure do not excuse non-compliance during proctored exams.
- **NOTE:** Mobile devices (i.e., phones) and tablets should not be used for taking quizzes or exams.
- It is your responsibility to ensure that your device is compatible and all programs are up to date for all components of this class, specifically exams.

BASIC COMPUTING SKILLS:

- Working with Microsoft Office products
- Opening and editing Adobe PDF files
- Sending emails
- Professional etiquette
- Attaching documents to emails
- Uploading files

Core Curriculum Objectives and Student Learning Outcomes are found on the BIOL 1407 Common Course Syllabus.

Course Delivery:

- This course is delivered entirely online, in an asynchronous format.
- You work on your own to meet **weekly due dates**. I **DO NOT** recommend waiting to do your weeks' worth of assignments in 1-2 days as there is simply not enough time.
- **NO LATE WORK.** To be clear – **due dates on assignments are final**. If you fail to submit your work by the date & time it is due, you **WILL** receive a **ZERO** for the assignment.
 - **There are no re-do's, no retakes, and no make ups.**

POLICIES, PROCEDURES, AND RULES

This course will be conducted according to the policies and procedures of the South Plains College Student Handbook and General Catalog.

Online Course Content:

- **Blackboard is the primary source for course information.** We will use additional programs such as Connect (McGraw-Hill), EdPuzzle, etc. for activities throughout the semester but all assignments will be listed on Blackboard and linked from Blackboard.
- **Students need to access Blackboard regularly.**
- Specific course materials available include lecture notes, lecture videos, messages and announcements from the instructor, study aids, exams, lab exercises, etc.

- This is an online laboratory science course worth **FOUR** credit hours and **is designed for science majors**. Students should plan to spend **at least 3 hours** for every course credit hour **EACH WEEK** working in this course to achieve thorough understanding. This means that **you should expect to spend 12-15 hours each week in this course** if you would like to earn an “A.” Why would this course require this time?
 - First time watching lecture = attending class
 - $(1 \text{ hour } 15 \text{ mins} * 2) = \text{2.5 hours each week on lecture}$
 - Laboratory activities = $(1 \text{ hour } 15 \text{ mins} * 2) = \text{2.5 hours each week for lab}$
 - EdPuzzles/additional activities = 1 hour each week
 - **TOTAL: 6 hours** → This is the equivalent of *attending class* in person each week
 - Then:
 - 5 hours studying
 - 1 hour for weekly quiz/unit exam
 - **TOTAL: 6 hours** studying and preparing
 - **TOTAL time on course each week: 12 hours MINIMUM**
- **IMPORTANT:** Many students have shared that they were unaware of the time requirements of the course as they registered, which is why I am including this information here. **This is a rigorous course that comprises the foundation of your entire career.** You will be required to learn, memorize, recall, and synthesize your own thoughts on this content. The pace is fast, and there is a significant amount of content covered – about two text chapters each week. Evaluate your schedule and be sure you have the time *and time management skills* in place to succeed. If you have questions, please reach out!

Communication Policy:

- The Course Messages and Announcement tools in Blackboard will be our primary mode of communication.
- I use the Course Messages option so that I can keep a record of communication with each student.
- Send me messages me using Course Messages. This ensure you get the fastest, most efficient response.
 - Emails get lost in my inbox – I receive many messages daily. Course Messages ensure I get back to students in my classes **first**.
- Check your Course Messages regularly.
- I check my messages throughout the day Monday – Friday. I try to respond to all messages within 24 hours or less, except on weekends and holidays. If there is an emergency and you need to contact me immediately, please message me in Blackboard AND email me at kbingham@southplainscollege.edu.

Attendance Policy:

- This is an asynchronous online class. You will work on your own schedule to complete the assignments by the due date and time. Regular and consistent interaction with online lessons, labs, and textbook materials is necessary for satisfactory achievement.
 - There are **no extensions** for assignments without extenuating circumstances (i.e. life-threatening illness, death, etc. – see my **Make-up Policy** below in the document).
- Course material is arranged in Weeks on Blackboard (Week 1...Week 16)
 - Each Week folder includes lecture and labs as well as supplemental assignments and quizzes. The Exam folder has the dates of that week listed we are working in.
 - For example, Week 1 Material: 1/12/26 to 1/18/26
- You will work on your own schedule to complete the assignments by the due date and time. All times listed are Levelland local times (Central Standard Time).

Our **due day/time** for items this session will be
SUNDAY at 11:59pm (Central Standard Time)

except for the Final Exam, which is mandated by SPC.

You are responsible for submitting all work by the time/date due

- Attendance will be measured by a student's ability to consistently log on to Blackboard and COMPLETE the assigned work. Failure to turn in assignments will be recorded as an "absence." The instructor will monitor your progress throughout the duration of the course and will contact you if your personal statistics deviate from what is "normal" for the rest of the class.
- The student may be administratively withdrawn from the course when they have failed to turn two weeks of graded assignments, quizzes, and/or exams (at any time; for any reason) AND the minimum course objectives cannot be met.
- Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the session, may be administratively withdrawn from that course and receive a grade of "X."

Course Grade Policy:

- The grade for this course will be based on:
 - Five Exams (worth 100 pts. possible each)
 - Quiz Average (worth 100 points)
 - Assignments Average (50 points)
 - Lab Submissions Average (50 points)

Letter Grade	Course Average*	Session Points
A	90 - 100 %	630 to 700
B	80 - 89.9 %	560 to 629
C	70 - 79.9 %	490 to 559
D	60 - 69.9 %	420 to 489
F	0 - 59.9 %	0-419

***Overall Course Grade:** Calculated using a formula in the grade book. Each grade is assigned a specific category. Categories are weighted as follows:

Exams: 71.4%

Quizzes: 14.4%

Assignments: 7.1%

Lab Submissions: 7.1%

If a student's final course grade is *less than* one-half a percentage point away from the next higher letter grade, the instructor will refer to total points earned during that semester to determine final grade. There are NO curves or extra credit in this course.

Exam Policy:

- Exams are assigned and made available as listed in the course schedule and the assignment checklist. You have an allotted amount of time to take exams – typically several days. You are responsible for budgeting your time to find 60 minutes to complete your exams. Waiting until the last moment is a recipe for disaster – be sure you plan ahead and take your exam well before the due date/time.
- Each major exam will cover material from lectures, labs, and supplemental assignments during the unit.
 - Lecture material will include multiple-choice questions, short answer questions, matching, and true or false questions, as well as diagrams to complete.
 - Lab material on exams will include questions asking you to identify structures, label diagrams, name the organism, and resolve classifications.
- Scores are calculated based on the number of questions answered correctly out of the total number of questions.
- The Final Exam/Exam 5 will be given during final exams week. The final exam for this course **IS COMPREHENSIVE.**

Mandatory proctoring of major exams - Online exams in this course require online proctoring. Students are required to have an **external USB webcam with a microphone (NOT an integrated webcam)** when taking an exam. Students understand that this recording device is purchased and controlled by the student and that recordings must be done with the permission of any person that may be impacted at that location. To avoid any issues, students should select private spaces for testing. Students with concerns may discuss location of an appropriate space for the recordings with their instructor. Students must ensure that any recordings do not invade any third-party privacy rights and accept all responsibility and liability for violations of any third-party privacy concerns. Setup information will be provided prior to taking the proctored exam. **See exam testing procedures below.**

- **Exam testing procedures:** Students must follow all exam conduct requirements listed in the table below. These requirements are strictly enforced. Failure to comply will result in a grade of zero. **By beginning an exam, students acknowledge that they understand and agree to comply with all exam conduct policies.** An exam begins as soon as the student clicks the exam link and will be assessed for testing violations from that point.
 - NOTE: Students will be informed of policies and requirements at the beginning of the course and penalties will be minimally applied on an assignment of the professors choosing. After this assignment, penalties will be applied in full. See “Additional Information Regarding Exams” for more context.

Exam Conduct Requirement	Clarification of Requirement
A valid photo ID must be shown at the start of the exam.	A government-issued ID is not required. Acceptable forms include SPC student IDs or photo IDs from other academic institutions. The name on the ID must match the name used to register for the course.
The microphone must be turned on and recording for the entire duration of the exam.	Audio must remain on and clear for the entire exam to verify exam integrity. Students are responsible for minimizing background noise. Fans blowing directly on the microphone, television audio, music, or excessive computer noise are not permitted.
Webcam placement must provide a continuous side-angle view of the student.	The webcam must be positioned to clearly show the student’s face, both hands, and testing surface from a side angle. The camera may not be moved once the exam begins.
Students must complete a room and environment scan as instructed.	A complete environment scan must be performed following the instructor’s posted instructions prior to beginning the exam. The scan must clearly show the testing area, desk surface, surrounding space, and absence of unauthorized materials.
A clear camera image must be maintained at all times. Both hands and face must be visible the entire time.	A zero will be given for any obstruction of the camera’s view or of the student’s face or eyes. Hats, sunglasses, excessive hand movements, or accessories that block the eyes are not permitted. Students may not lean out of the camera frame.
The testing environment must be well lit and fully visible.	Lighting must be sufficient for the instructor to clearly see the student’s face, hands, and testing surface for the duration of the exam. Lighting conditions may not be altered once the exam has started.

The exam must be taken in a private, approved testing environment at a desk or table.	The student must be alone in a quiet, private space and seated at a desk or table. Exams may not be taken in bedrooms while seated on beds, couches, or floors. A functioning webcam and microphone are required.
No unauthorized materials may be present or within reach during the exam.	Unauthorized materials include, but are not limited to, books, notes, phones, smart devices, additional computers, papers, or writing not explicitly permitted. Only materials approved by the instructor may be present.
No talking, music, or audio of any kind is permitted during the exam.	The student may not listen to music or interact with any person during the exam. Communication with any adult for any reason is prohibited.
Professional and respectful conduct is required at all times.	Students must maintain professional language and behavior throughout the exam. Vulgar, inappropriate, or disrespectful language or gestures are not permitted.
Appropriate clothing is required during the exam.	Clothing must be consistent with standard classroom attire. Hoodies, hats, or blankets are not permitted, as they may obstruct visibility or compromise exam integrity.

- **Technical readiness is the responsibility of the student. Students must ensure a stable internet connection, a fully charged device, and functional audio and video equipment before beginning the exam. Technical issues caused by lack of preparation are not grounds for exam resets, extensions, or retakes.**
- **The instructor reserves the right to assign penalties, including a zero, for any behavior that violates academic honesty, exam security, or the spirit of these policies, even if the behavior is not explicitly listed.**
- **Any student who is concerned that a penalty was misapplied can request that the penalty be reviewed according to the grievance procedure listed below.**
 - **REQUIRED: External Web Camera linked here: <https://amzn.to/4rRbUNG>**
 - You are required to have a side view camera for testing in this course. Integrated cameras are not sufficient. I suggest the one linked, but other models may be allowed. Please send a message if you are requesting permission for another model.
 - **Additional Required Materials for Exams:**
 - Reliable, high speed internet connection and a computer capable of accessing Blackboard, running required video proctoring software, and supporting continuous webcam and microphone use for exams.
 - Technical limitations or equipment failure do not excuse non-compliance during proctored exams.
 - **NOTE:** Mobile devices (i.e., phones) and tablets should not be used for taking quizzes or exams.
 - It is your responsibility to ensure that your device is compatible, and all programs are up to date for all components of this class, specifically exams.
 - Basic computing skills (Microsoft Office, PDF files, sending emails, professional etiquette, attaching documents to emails, uploading files).
 - **Additional Information Regarding Exams:**
 - I will provide a practice exam activity prior to giving you the first online exam so that I can educate students about proper testing behavior. This suspending of consequences is done as service to students to prevent unintentional or honest

mistakes during subsequent exams. Consequences will be suspended only on that specific activity as it is meant to be a practice for you to familiarize yourself with the secure exam proctor. **I will provide feedback on violations.**

- **Any student who thinks that a penalty was misapplied can request that the penalty be reviewed according to the Grievance Procedure listed below in the document.**
- If you experience technical difficulties, please contact me immediately. You can also reach out to Blackboard for help if the issue is with the platform. When taking exams, HonorLock's chat function is a life saver – talk to them FIRST! Should issues arise that are out of your control (i.e. Blackboard shuts down indefinitely, total loss of electricity regionally), I will adjust assignment availability and due dates as appropriate.
- Proctored exams are exams that are given with a proctor. In a normal, face-to-face class, the proctor is the instructor or whomever they choose to be in the room while you take the exam. In the online environment, this is done with a video. **I watch each person's exam videos and look at the information captured with your exam attempt (time/location/other people testing at the same time) to be sure your exam attempt is authentic.**

- **Why does this matter?**

- I have a zero-tolerance policy on cheating on exams. If you cheat, you will receive a zero for the exam and you will be dropped from the course immediately with a grade of F. **It is YOUR responsibility to take your exams in such a way that makes it clear you are not compromising yourself or your attempt.** If I have a question about your performance on the exam or there is a violation of any exam policy, I will reach out to you. You must reply to me and explain what was happening during the violation. If you fail to reply to me and address my concerns, you will be penalized on that exam.
- If you are concerned about something during the exam that might be flagged, please send me a message and let me know what is going on. I know you all are human as am I and I will be understanding, but if I must track you down to tell you that you have violated my policies, more than likely you will just receive the penalty. The key to this situation, as well as so many things in life, is open communication!

Missed Exams

- Any student who misses an exam will have a score of **zero** entered for that exam. **There are no make-up exams without extenuating circumstances**, including that the student has a hospitalization preventing ability to complete course requirements for the entire week of content or the death of an immediate family member (mom, dad, spouse, etc.). Documentation will be required.
- If you have until Sunday to complete assignments and you have an issue, be prepared to explain why you weren't prepared to take the exam prior to that one day. **You have multiple days of access to exams and a schedule with exam availability dates at the beginning of the session – plan ahead.**
- If allowed, a make-up exam will only be granted if you have contacted me **before** the exam has been deployed.

Quiz Policy:

- Quizzes will be given frequently throughout the session, including (but not limited to) lecture quizzes, reading quizzes, video quizzes, lab quizzes, and others as necessary.

- Quizzes will be listed on your Assignment Checklist each week in Blackboard. You will have **ONE ATTEMPT** to take a quiz. If you experience any technology interruption or issue while taking your quiz, you should screen shot what you see and message me immediately. If I receive your message before the due date, I will reset your quiz attempt. This is a good reason to take your quiz early!
- Spelling counts on quizzes (and all work you submit to me). Taxonomy lists are provided with your course materials. There is no reason for misspelled words in a college course. Use your lists, use good grammar, and use proper English, or you'll lose credit.
- Your quizzes will be combined and averaged and are worth 100 points toward the course grade.
- **Quizzes CANNOT be made up if missed for any reason.** Missed quizzes receive a grade of zero. Plan ahead – check your Calendar – Note your due dates!
- **Under NO circumstances should you be googling/searching for/using AI to find answers to a quiz.** If I wanted to know what the internet said, I would look it up myself. I check the answers for quiz questions online. I look at your answers. If you use a term we haven't covered in class, that is a GIANT FLAG THAT YOU USED ANOTHER RESOURCE FOR THE ANSWER! Save your **academic integrity** and just answer the question in your own words – that's really all I want. If you don't know the answer, try your best. But don't copy and paste something then be mad you got caught. You will earn that zero, and the referral to the Dean of Students for Academic Integrity violations. Let me know if you have questions.

Other Assignments Policy:

- Assignments include reading exercises, Lab submissions, and EdPuzzle videos.
- All assignments will be posted with clear instructions.
- **Lab Submissions:**
 - You will be required to submit lab reports at times through this session. These may be in the form of completed worksheets, scanned documents/PDFs, and photos.
 - You will upload the required item(s) in Blackboard in your Weekly folder.
 - Each lab submission will be graded for completeness, accuracy of information, how well you followed directions, and proper use of the English language.
 - Your Lab Submissions will be combined and averaged and will be worth 50 points toward your overall grade this session. I will determine the number of points you earn using the formula: Lab Grade = Lab Avg/2.

Make-up Policy:

- If you miss an assignment, quiz, fail to upload your lab submission, or miss an exam, you will receive a zero for that assignment. You will not be able to make up or retake the missed item. **NOTE:** If you have an extenuating circumstance (i.e. you're in the hospital, are very ill, etc.) that prevents you from taking an exam or submitting your work on time, please contact me as soon as possible to discuss this. As I stated earlier – extenuating circumstances (a documented hospitalization preventing ability to complete course requirements for the entire week of content or the death of an immediate family member (mom, dad, spouse, etc.) will be considered, but you are accountable for your use of time. If you have until Sunday to complete assignments and you have an issue, be prepared to explain why you weren't prepared to complete your work prior to that one day. **You have seven days of access to each week's content and are provided a schedule with availability dates at the beginning of the session – plan ahead.**

Drop Procedure:

- An official drop initiated by the student before the Last Day to Drop (**April 30, 2026**) will result in a W on your transcript. Any drop initiated by the instructor for excessive absences will result in either an X or F grade on the transcript. See the school policy on drops and the limit placed on "unexcused" drops which is

available in the General Catalog on the school website. Students can drop a course online by completing the [Student Initiated Drop](#) form.

Student Conduct

- Student Code of Conduct Policy: Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.
 - A high standard of conduct is expected of all students. It is assumed that obedience to the law, respect for property, authority, personal honor, integrity, and common sense will guide the actions of each member of this class. Any student who fails to perform to the expected standards will be asked to withdraw from the course or will be administratively dropped from the course by the instructor.
 - Students should respect the academic situation and be considerate of others in the classroom. Late arrivals should seat themselves quietly and without disruption to the lecture. During lecture, students should refrain from talking, eating, or any other behavior that will disturb others, including the instructor. Students should be alert, taking notes and paying attention during lecture, videos and discussions.
- **Online Course Behavior Expectations:**
 - Remember – You are addressing a professor, even though you don't see them.
 - Don't say things that you wouldn't say publicly in a traditional class setting.
 - Don't address comments to individuals unless you want all to know what you are telling that person.
 - Don't share confidential information.
 - Read any messages or comments before sending; once it is out there, you can't change it.
 - Access your course messages frequently and read through an entire message before you reply.
 - Because electronic communication does not show smiles and frowns (other than the graphic kind), or employ intonation, humor and sarcasm might be misunderstood. Use these carefully and employ good word choice so that your meaning comes through clearly.
 - Avoid sending unkind messages. Besides angering others and reflecting poorly on you, they may have the effect of shutting down discussion.
 - Aim for clarity and readability in your text. Paragraph often, avoid using only capital letters, and stay away from character symbols and conventions that get in the way of visual comfort.
 - Although electronic communication can be very informal, try for good language usage so that your message comes through rather than your mistakes (use your spelling and grammar checkers). Avoid correcting another person's language, however. Try to be clear, indicating what you are talking about fully instead of presuming that others know which message you are responding to, what chapter or assignment you are referring to, etc.
 - Use of inappropriate or disrespectful language, cyber bullying, etc. will result in a zero for that assignment and will require that the student attend a meeting with the instructor and/or any other appropriate faculty to address this issue.

Academic Integrity (from SPC General Catalog)

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, examinations, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

- Plagiarism violations include, but are not limited to, the following:
 1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
 2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
 3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
 4. Missing in-text citations.
- Cheating violations include, but are not limited to, the following:
 1. Obtaining an examination by stealing or collusion;
 2. Discovering the content of an examination before it is given;
 3. Using an unauthorized source of information (notes, textbook, text messaging, internet, apps) during an examination, quiz, or homework assignment;
 4. Entering an office or building to obtain unfair advantage;
 5. Taking an examination for another;
 6. Altering grade records;
 7. Copying another's work during an examination or on a homework assignment;
 8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
 9. Taking pictures of a test, test answers, or someone else's paper.

Grievance procedure:

- If a student is having a problem with the course policies or the instructor, they should *first* try and resolve any such problems with the instructor. If the problem is not resolved, the student may proceed to the Chairperson of the Biology department and then to the Dean of Arts & Sciences who can advise the student on how to resolve the problem or direct them to the appropriate office.

Copyright Notice:

- All material presented by the instructor in the course is copyright protected. The material presented by the instructor may not be modified or altered in any way. You have permission to print out one copy of any material presented by the instructor in this course (ex. course information sheet, contact information, and learning module checklists). The one copy must only be used for your personal educational use during this session. The material may not be altered or modified in any way. The material may not be distributed in any way. You have permission to download the same material to your computer hard drive or other medium in order to print out the material needed. Any material downloaded may not be altered or modified in any way. The downloaded material may not be distributed in any way. If any course material is found on other websites, this becomes an act of academic misconduct and will be dealt with appropriately following the guidelines of the college concerning academic integrity.

Lab Safety:

- Each student will be informed/trained on the “Chemical Hygiene Plan (CHP) for Laboratories at South Plains College” documentation and training during the first week of the session. Each student will be required to acknowledge receipt of this information and be required to follow all procedures outlined by the instructor and/or staff of South Plains College. This includes online sciences with at home labs. Students not complying with any regulation may be dropped from the course.

South Plains College policies concerning Disabilities, Non-discrimination, Title IX Pregnancy and Parenting Accommodations, CARE (Campus Assessment, Response, and Evaluation), Intellectual Exchange, Campus Concealed Carry, COVID-19, and AI (Artificial Intelligence) can be found here: [Syllabus Statements](#).

SPC Tutors:

- Tutoring is FREE for all currently enrolled students. Make an appointment or drop-in for help at any SPC location or online! Visit the link below to learn more about how to book an appointment, view the tutoring schedule, and view tutoring locations.

<http://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

• **Brainfuse**

- You also have 180 FREE minutes of tutoring with Brainfuse each week, and your hours reset every Monday morning. Log into Blackboard, and click on the tools option from the left-hand menu bar. Click on the Brainfuse link and you will automatically be logged in for free tutoring. You may access Brainfuse tutors during the following times:
 - Monday – Thursday: 8 pm-8 am
 - 6pm Friday – 8am Monday morning

- **For questions regarding tutoring, please email tutoring@southplainscollege.edu or call 806-716-2241**

Schedule of Lectures and Exams

This schedule is **tentative** and subject to change as deemed necessary by the instructor. Any changes will be shared via an announcement in Blackboard.

Unit I: Survey of Life on Earth to Fungi

- History of Life on Earth
- Phylogeny & the Tree of Life
- Bacteria & Archaea
- Protists
- Fungi
- EXAM 1**

Unit II: Plant Diversity, Plant Anatomy & Physiology

- Plant Diversity I & II
- Plant Structure & Growth
- Angiosperm Reproduction
- EXAM 2**

Unit III: Survey of Animals

- Introduction to Animal Diversity
- Invertebrates
- Vertebrates
- EXAM 3**

Unit IV: Animal Anatomy & Physiology

- Principles of Animal Form & Function
- Animal Nutrition
- Circulation & Gas Exchange
- Osmoregulation
- EXAM 4**

Unit V: Animal Anatomy & Physiology and Ecology

- Immune System
- Reproduction
- Introduction to Ecology
- Ecology – Selected Topics
- FINAL EXAM**