



# TECHNICAL COLLEGE OF THE LOWCOUNTRY

Technical College of the Lowcountry  
921 Ribaut Road  
Beaufort, SC 29901

Arts & Sciences Division  
Building 9, Room 102  
843-525-8281

## BIO 102 Biological Sciences II

### Course Description

This course is a study of the classification of organisms and structural and functional considerations of all Kingdoms (Particularly major phyla as well as viruses). Vertebrate animals and vascular plants are emphasized.

Prerequisites: BIO 101

4 Cr (3.0 lect/pres, 3.0 lab, 0 other)

### Course Focus

The purpose of this general education core course is to enable the student to gain an appreciation and working knowledge of basic biological principles. Instruction will be equally divided between interactive lecture and hands-on lab.

### Text and References

#### **Online, In-Class, Whale Branch High School**

OpenStax College, Biology, 2<sup>nd</sup> Edition. OpenStax College. 28 March 2019. This is a free text available at the following link: <https://openstax.org/details/books/biology-2e>

#### Optional:

A hard bound color copy of the book will be available in the TCL Bookstore for purchase. ISBN: 978-1-94717-251-7.

Carolina Distance Learning® Lab Kit is required. Vouchers can be purchased from the TCL Bookstore and redeemed through the Carolina Distance Learning® website. All materials needed for the lab are provided in the lab kit.

Scantron Forms, Exam Gloves are available at the TCL Bookstore.

### Core Curriculum Competencies

This course develops critical thinking skills through instruction that emphasizes the understanding of biological sciences concepts from several sub-disciplines. This understanding will be demonstrated by assessments on the common final exam. The student will demonstrate the following critical thinking objective:

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- Following standard scientific method, students will interpret laboratory observations and data, and determine relevance of their findings to expected values.
- Student will recognize key biological assumptions and make inference justified by data and observations

#### Course Goals

The following list of course goals will be addressed in the course. These goals are directly related to the performance objectives. (\*designates a CRUCIAL goal)

1. Relate water and life \*
2. List agents of evolutionary change
3. Compare species genomes
4. Associate evolution and natural selection \*
5. Give natural selection examples
6. Define evolutionary fitness
7. Discuss evolutionary evidence \*
8. Define biological species \*
9. Construct evolutionary tree
10. List life properties \*
11. Classify organisms \*
12. Draw virus structure
13. Explain virus action
14. Compare HIV bacteriophages and influenza
15. Describe prokaryotic structure
16. Illustrate prokaryotic gene transfer
17. Outline prokaryotic metabolism
18. List prokaryotic diseases
19. Review endosymbiotic theory
20. Classify green plants
21. Identify major fungi
22. List general animal features
23. Trace animal body evolution
24. Characterize acoelomate animals
25. Compare coelomate invertebrates
26. Contrast vertebrate and non-vertebrate chordates
27. Justify primate success
28. Label plant parts \*
29. Trace plant fertilization path
30. Analyze plant transport mechanisms
31. Predict plant transport results
32. Recognize soil contributions
33. Identify plant defense mechanisms
34. Investigate plant signal transduction
35. Label flower parts
36. Recognize plant life spans \*
37. Characterize tissue types
38. Define body homeostasis \*
39. Outline nervous system organization

Approved/Revised/Updated: 12/20/2020

40. Draw nerve impulse process
41. Distinguish among sensory receptors
42. Describe hormone action
43. Compare nervous and endocrine function
44. Recognize bone histology
45. Summarize bone development
46. Model muscle contraction physiology
47. Integrate circulatory and respiratory function
48. Connect temperature and osmotic regulation
49. Observe kidney function
50. Define immune system parts
51. Link immunity and life
52. Outline human digestion
53. Trace human fertilization
54. Watch human embryonic development
55. Relate development and evolution \*
56. Understand animal behavior \*
57. Define biological population
58. Predict environmental effects on population
59. Predict population genetic variation
60. Define biological community \*
61. Represent niche interactions
62. Recall biogeochemical cycles
63. Trace ecosystem energy
64. Name biosphere biomes
65. Debate conservation options

#### Student Contributions:

Classes are designed to employ a variety of teaching techniques. In order to maximize learning, required readings should be done prior to a unit. If a student is falling behind in lab performance or academic achievement, it is imperative to seek immediate assistance from the instructors.

#### Course Evaluation

- Student progress will be evaluated through a series of tests, quizzes in-class and out of class assignments and will be detailed in the attachment to this syllabus.
- Blackboard: lecture notes, handouts, podcasts, study hints, tutor information, syllabi, and other course information is available on the course blackboard page.
- Laboratory Component: This course has a required lab component which supplements the information presented in lecture. The lab will be independently evaluated primarily through lab practicals, in class and out of class lab assignments (such as research papers). For specific details about lab evaluations, please refer to the attachment to this syllabus.

#### GRADING SCALE:

90-100	=	A
80-89	=	B
70-79	=	C

Approved/Revised/Updated: 12/20/2020

60-69 = D  
Below 60 = F

Course Schedule

The class meets for 2.5 lecture/presentation hours and 3 lab hours per week.

### STATEMENT OF NON-DISCRIMINATION

The Technical College of the Lowcountry is committed to a policy of equal opportunity for all qualified applicants for admissions or employment without regard to race, gender, national origin, age, religion, marital status, veteran status, disability, or political affiliation or belief.

### ADA STATEMENT

The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8219 or (843) 525-8242 during the first ten business days of the academic term.

### ACADEMIC MISCONDUCT

There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student's responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the *TCL Student Handbook*, the Division Office, and the Learning Resources Center.

### ATTENDANCE

The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

- Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
- Students taking an online/internet class must sign in **and** complete an assignment designated by the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.
- Reinstatement requires the signature of the division dean.
- In the event it becomes necessary for a student to withdraw from the course **OR if a student stops attending class, it is the student's responsibility to contact the instructor via e-mail requesting to be withdrawn from the class.** Withdrawing from class may have consequences associated with financial aid and time to completion. Students are strongly encouraged to consult with Financial Aid prior to withdrawing from any class, particularly if the student is currently on a warning or probation status.
- When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor **MUST** withdraw the student with a grade of "W", "WP", or "WF" depending on the date the student exceeded the allowed absences and the student's progress up to the last date of attendance

Approved/Revised/Updated: 12/20/2020

*or*

- Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.
- Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.
- A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

A copy of TCL's **STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL)** is on file in the Division Office and in the Learning Resources Center.

### **ONLINE ATTENDANCE PROCEDURE**

For all online courses, students must complete an assignment designated by the instructor during the first week of classes. The instructor will drop the student from the course if the initial assignment is not completed.

Instructors will withdraw students from the class when 90% attendance is not maintained. Attendance in an online course is defined by regular course access and by timely completion of assignments as required by the instructor. Each student will be expected to access the web class at least once a week and complete 90% of assignments on time. Additional access is encouraged and may be necessary for successful completion of classes.

Failure to log in and complete assignments will result in the student being withdrawn from the course. The instructor will assign a grade of "W," "WP," or "WF" based upon the student's academic standing as the last date of attendance, which is the last login. Students are responsible for any financial matters associated with an administrative withdrawal. If a student fails to email the instructor (using the my.tcl.edu email account) requesting to be dropped from the course and has not submitted the initial assignment required during the first week of class, the instructor will assign a "Never Attended" code in the student information system (web-advisor) no later than ten calendar days after the first day of the class. Students who are dropped as a result of never attending the course are still responsible for all fees associated with the course.

### **HAZARDOUS WEATHER**

In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVV 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVH 101.1, WSOK 1230 AM, WAEV 97.3, WTOC TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System.

[www.tcl.edu/textalert.asp](http://www.tcl.edu/textalert.asp).

### **EMERGENCY TEXT MESSAGE ALERT**

Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. Participants receive immediate notification of emergency events and weather cancellations via text messaging on their cell phones. Participants can also opt in to receive non-emergency news and announcements. Go to [www.tcl.edu](http://www.tcl.edu). On the homepage, click on "emergency TextAlert at TCL" and fill out the form or go to [www.tcl.edu/textalert.asp](http://www.tcl.edu/textalert.asp).

## **GRADING METHODOLOGY**

The final grade must be 70 or more (a grade “C” or better) in order to pass the course and progress to the next course. Students absent from an examination or presentation will receive a “0” grade for the examination unless other arrangements are made with the individual instructor prior to the examination or presentation day or on the examination or presentation day before the test/presentation is scheduled to be given.

The student is responsible for notifying the instructor for the reason of the absence. It is also the responsibility of the student to contact the appropriate instructor to arrange to make up the examination. Arrangements may be completed by telephone.

If the instructor is not available, a message should be left on the instructor’s voice mail AND with another member of the faculty or administrative assistant. The make-up exam will be scheduled and the instructor will decide the method of examination. Messages sent by other students are unacceptable.

## **SAFETY ADDENDUM**

### **Purpose**

The purpose of this safety addendum is to provide each student with safety guidelines during an incident, emergency, or disaster at TCL. In addition, it provides students guidelines for lockdown procedures, evacuation procedures, and active shooter.

### **Definitions**

**An incident** is any event, potential or actual, that may impact normal operations but has no immediate health or life threatening consideration or serious effect on the overall functional capacity of the College. An event of this nature should be reported to the Office of the Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

**An emergency** is any incident, potential or actual, which may endanger life or health or which affects an entire building or buildings, and will disrupt the overall operations of the College. Outside emergency services will probably be required, as well as major efforts from campus support services. Major policy considerations and decisions will usually be required from the college administration during times of crises. An emergency should be reported immediately by directly using **911** if life or health/injury considerations exist and then to the Office of the President or Vice President for Administrative Services as quickly as possible. Also notify the off-site campus administrator if applicable.

**A disaster** is any event or occurrence that has taken place and has seriously impaired or halted the operations of the College. In some cases, mass personnel casualties and severe property damage may be sustained. A coordinated effort of all campus-wide resources is required to effectively control the situation. Outside emergency services will be essential. In all cases of disaster, an Emergency Control Center will be activated, and the appropriate support and operational plans will be executed. The disaster should be immediately reported, first by calling **911** and then to the Office of the President or Vice President for Administrative Services. Also notify the off-site campus administrator if applicable.

### **Types of Emergencies**

- Hurricane
- Tornado
- Fire

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- Biochemical or Radiation Spill
- Explosion/Bomb
- Downed Aircraft (crash which directly impacts campus operations)
- Utility Failures
- Violent or criminal behavior
- Psychological Crisis

**Procedures:**

**Active Shooter**

Run/hide/fight (<http://www.fbi.gov/about-us/cirg/active-shooter-and-mass-casualty-incidents/run-hide-fight-video>)

**Building Evacuation**

1. Building evacuations occur when an alarm sounds and/or upon notification by Security or the Emergency Director.
2. When the building evacuation alarm is activated during an emergency, individuals should exit according to the building evacuation plan and alert others to do the same.
3. Once outside, individuals should proceed to a clear area that is at least 500 feet away from the affected building. Streets, fire lanes, hydrant areas and walkways should be kept clear for emergency vehicles and personnel.
4. Individuals should not return to an evacuated building unless told to do so by Security or the Emergency Director.
5. Individuals should assist persons with disabilities in exiting the building. Elevators are reserved for disabled persons

**Campus Evacuation**

1. A uniformed Security Guard, the Emergency Director, or an Emergency Resource Team member will announce evacuation of all or part of the campus grounds.
2. All persons (students and staff) are to immediately vacate the campus, or in the case of a partial evacuation relocate to another part of the campus grounds as directed.

**Lockdown**

1. Clear the halls
2. Report to the nearest classroom/office
3. Assist those needing special assistance
4. Ensure classroom/office doors are closed and locked
5. Turn off lights
6. Stay away from doors and windows (out of the line of sight)
7. BE QUIET and follow instructor's directions
8. Silence cell phones
9. Wait for the "All Clear" before leaving