

INTRODUCTION TO BOTANY  
Spring 2009

**Instructor:**

Kevin Cummins

**Contact:**

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<http://homework.sdmesa.edu/kcummins>

**Office Hours:**

Tuesdays 5-6pm

Office: I-300 room 306

**BIOL 250 Lecture & Lab:**

CRN 62941 TTH 6:00pm – 10:05pm in I-300 room 312

One weekend field trip may be substituted for a regular laboratory period for students able to attend the field trip. A field trip during normal class hours may also occur.

**Units:** 4 units. Letter grade, student may petition for pass/no pass.

**Course Advisory:** completion of ENGL 051 and ENGL 056, each with a grade of "C" or better, or equivalent, or W5/R5.

**Catalog Course Description**

An introduction to the fundamental principles of the structure, development, and physiology of the major plant groups, with emphasis on the flowering plants.

**Course Objectives**

Upon successful completion of the course the student will be knowledgeable about plant

- Anatomy
- Physiology
- Reproduction
- Systematics
- Evolutionary pathways
- Ecology

**Course Outline And Scope**

Topics to be covered are provided in the attached lecture and lab schedules.

**Accommodation Of Disability:**

Students with disabilities who may need academic accommodations should discuss options with their professors during the first two weeks of class.

**Required Textbooks & Supplies:**

1. *Introductory Botany: Plants, People, and the Environment, 2nd Edition*. Linda R. Berg.
2. Bookstore Packet, *Lab Manual for BIOL 250*, Cummins version.
3. *Botany for Gardeners* (2005) by Brian Capon. Timber Press.
4. Other required reading material will be provided by the instructor online or in class.

**Recommended Textbooks & Supplies:**

5. *Photo Atlas for Botany* (1998) by Perry and Morton. Wadsworth Publishing Company
6. Scientific calculator

**Internet Resources:**

There is a website for this class. Periodically, you will be directed to obtain information distributed through the class website. Homework is typically distributed via the website. You can access this information at <http://homework.sdmesa.edu/kcummins>.

If you do not have regular Internet access or cannot use email a primary means of communication please inform your instructor.

**Classroom Behavior And Student Code Of Conduct:**

It is expected that students will conduct themselves within the standards outlined in the student code of conduct (Policy 3100) which can be found in the current college catalogue and at the Office of the Dean of Student Affairs (H-500). Disciplinary action will be taken by the instructor as necessary.

**Attendance and Tardiness:**

- Attendance is required by the college. Any student accumulating absences in excess of 6% of the total hours a class is scheduled to meet may be dropped by the instructor. Any student accumulating unexcused absences in excess of 12% of the total hours a class is scheduled to meet must be removed from the class roster as per the rules set by the Board of Trustees.
- Any student missing more than four classes (excused or unexcused) is responsible for initiating a meeting with the instructor to the impacts of the absences and the possibility of being dropped.
- Tardiness and early departure are disruptive to the class, will be discouraged, and will be considered an absence if greater than 15 minutes.
- It is the student's responsibility to make up missed material. This includes, but is not limited to, obtaining missed lecture notes from another student (not from the instructor), and finding out about any modifications of schedules or assignments announced during class time.
- Missed assessments due to unexcused absences or tardiness will be scored as a zero.

**Withdrawal:**

- It is the student's responsibility to officially drop the class if he/she stops attending.
- It is the instructor's discretion to withdraw a student after the add/drop deadline (9/4/09) due to excessive absences.
- Students who remain enrolled in a class beyond the published withdrawal deadline (10/30/09), as stated in the class schedule, will receive an evaluative letter grade in this class. Not doing so could result in a grade of "F."
- You must drop using Reg-E or ClassTalk (619) 624-2100 to avoid a grade of "F"
- The last day to drop without a withdrawal is 2/8/10. The last day to withdrawal is 4/11/10.

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**Grading Policy:**

<b>A</b>	<b>85%</b>
<b>B</b>	<b>75%</b>
<b>C</b>	<b>65%</b>
<b>D</b>	<b>55%</b>

*Record your  
grades here*

	# Points Possible	% of total grade	# Points Earned So Far	# Points Possible So Far
<b>Lecture Grade</b>	<b>450</b>	<b>62%</b>		
First exam	100	14%		
Second exam	100	14%		
Third exam	100	14%		
Fourth Exam	100	14%		
Optional Project	50	7%		
<b>Lab Grade</b>	<b>275</b>	<b>36%</b>		
First exam	50	7%		
Second exam	50	7%		
Third exam	50	7%		
Fourth Exam	50	7%		
Optional Debate	25	3%		
Lab Assignments and Assessments	50	7%	Average of Assessments * 50	50
<b>TOTAL</b>	<b>725</b>	<b>100%</b>	<b>TPE</b>	<b>TPP</b>

**YOUR CURRENT GRADE = TPE/TPP**

**Lecture exams** may include multiple choice, true/false, fill-in-the-blank and short answer, but *short answer will predominate* the four section exams. See the policy below regarding missed exams. A student may not make up more than one exam of any type, with the exception of those instances when lecture and lab exams both occur on the same day.

A comprehensive final exam will be worth 400points. This exam may have a different format than the individual section exams. It will likely contain more multiple-choice questions, which results in more test questions focusing on details and terminology than in the section exams. This is an optional exam for students who scored above 45% (67pts combined) on all four lab & lecture exam sets.

**Project** description and requirements will be available on the class website. A short paper and class presentation are required components of the project. Projects are optional. Projects will have their total reduced by 10% (one letter grade) if late and will only be accepted with a verified and valid excuse.

**Lab exams** will be partly or mostly practical exams as explained in lab, but will include, fill-in-the-blank and short answer. See the policy below regarding missed exams. A student may not make up more than one exam of any type, with the exception of those instances when lecture and lab exams both occur on the same day.

**Lab assignments:** There will be up to 3 assignments due at the start or end of each lab. Additional assessments may be assigned and used in creating each student's grades. Many assignments will be collected that are not included in the grade books. The instructor uses these as formative assessments. Those used for constructing a student's grade may be weighted in value and will be scored with a *simple scoring rubric* (for instance, credit/no credit). These will rarely be given with advanced notice. Your grade will be based on the percent of assignments you complete and credits from the assessments. Lab assignments and assessments cannot be made up or submitted late. Performance on some assessments will be gauged on the instructor's appraisal regarding the originality or creativity of a student's work.

**Debate:** If class time permits one or more debates will be conducted. The topics will be based on: 1) the likelihood to exercise and develop scientific literacy and critical evaluation skills, and 2) the topic's relevance to the course's core objectives. This activity is optional.

**No "extra credit" points will be assigned to individuals.  
There are several optional projects, an optional final, and a shifted grade scale.**

#### **Missed Exams and Other Assessments**

There are a very few circumstances in which a student may be allowed to make up an exam. Legitimate emergencies sometimes arise. **THE STUDENT MUST TAKE FULL RESPONSIBILITY** for meeting **ALL** of the requirements below to be eligible to take a make-up exam.

#### **NO EXCEPTIONS WILL BE MADE.**

1. You must contact the instructor at least 7 calendar days in advance for a planned absence, and on the day of the exam or assessment for an emergency absence.
2. You must provide appropriate written documentation of your reason for requiring a make-up. These documents will be filed with your class records. The student is obligated to volunteer such documentation without being prompted by your instructor. Information on the documentation that is unnecessary to disclose can be redacted.
3. Your excuse must be valid and your documentation appropriate in the view of the instructor.
4. Makeup lecture exam times are to be arranged with the instructor at his convenience, with regard to time and place, but must be taken no later than 6 calendar days from the date of the original exam. These makeup exams may consist of any of the following question formats: oral questions, essay questions, diagrams, multiple choice, or any combination thereof. Make-up exams may provide a more extensive, and thus precise, survey of students' knowledge and ability than convention exams.
5. No absence is officially excused until your instructor has reviewed the documentation and confirmed the determination via written correspondence.

**Any situation not resulting in an officially approved results in a zero for missed exams.**

**HONEST ACADEMIC CONDUCT**

Academic dishonesty includes cheating and plagiarism as defined by the SDCCD policy on honest academic conduct (Procedure 3100.3).

One act of academic dishonesty can result in failure from the course, and will be reported to the School Dean and the Disciplinary Officer, and may result in further disciplinary action by the College.

Refer to procedures 3100 on "Student Rights, Responsibilities And Administrative Due Process" in the course catalogue. Copies are also available in the office of the Vice President of Student Services.