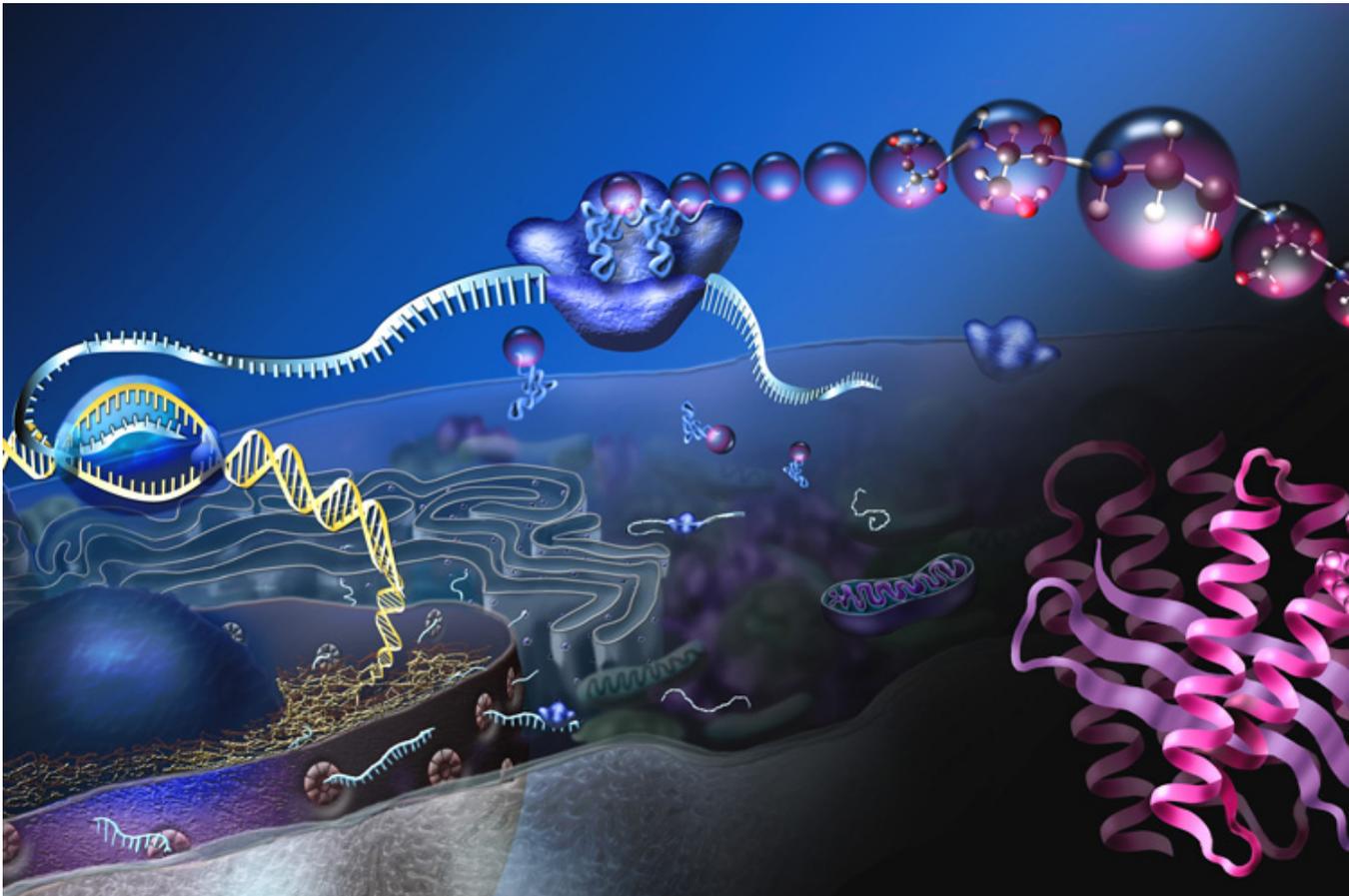


Course Syllabus

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Bio 101-Concepts of Biology Summer 2021



Instructor

Professor: Dr. Teresa Schueller

Email: schuelle@uwm.edu (<mailto:schuelle@uwm.edu>) (although it is best to contact me using the Canvas inbox/email function, as noted below)

About the Instructor:

Hello! My name is Teresa Schueller and I am an Associate Professor of Biology at UWM at Waukesha. I teach a variety of courses related to basic biology, zoology, ecology, evolution, and environmental science. I have been teaching at the college level since 2005. I received my Bachelor's degree from Purdue University, and (Biological Sciences major with an emphasis in Ecology, Evolution, and Population Biology). I earned an M.S. from the University of Hawai'i at

Ecology, Evolution, and Population Biology). I earned an M.S. from the University of Hawaii at Manoa (Zoology major with an emphasis in Ecology, Evolution, and Conservation Biology). I received my Ph.D. from the University of Wisconsin-Madison, with a double major in Zoology and Entomology.

I have a broad interest in biology, ecology, and environmental science and I enjoy inspiring new college students to become interested and active in environmental and ecological issues. I am also interested in animal behavior and have written several publications in the field.

College in the time of COVID-19

This semester is going to be different than a “normal” college semester because we’re still in the middle of a global pandemic. I want to acknowledge that none of us know how this might impact our lives in the coming months, so being flexible and communicating often is important. Please know that I recognize that the pandemic impacts us all—you, your families, me, my family—in a wide range of ways, from caregiving responsibilities, job changes, mental and physical health challenges, etc. I can help connect you to campus resources that might help you manage the challenges you’re facing; you can also look at the UWM COVID-19 Information website:

<https://uwm.edu/studenthandbook/student-resources/coronavirus-covid-19/covid-19-related-student-resources/> (<https://uwm.edu/studenthandbook/student-resources/coronavirus-covid-19/covid-19-related-student-resources/>).

My goal is to help you be successful in the class no matter what challenges you’re facing—we can work together to develop a plan that works for you if your situation changes. And, the plan for the class may need to change as our collective situations change. I am committed to providing you with a meaningful educational experience that is flexible and geared toward your success. Reach out to me and we’ll work to move forward together.

Contents:

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Course Description

An introduction to the fundamental principles of living organisms. Study includes cell structure and

function, growth, basic physiological processes of living organisms, reproduction and inheritance, classification systems, evolution, and ecology. This is an online course, and so the format will be somewhat different from a campus class. There will be information provided to you in addition to the material from the text, and there will be online quizzes, discussions, assignments, labs, and proctored exams. Be prepared!

Textbook and Lab Kit Information

TEXTBOOK: The textbook is a free OpenStax book, titled *Concepts of Biology* found [here](https://openstaxcollege.org/textbooks/concepts-of-biology) (<https://openstaxcollege.org/textbooks/concepts-of-biology>). If you want a hard copy version, you can get it from OpenStax for a low price. Alternatively, you can also purchase a hard copy of the textbook from places like Amazon.com. Just be sure it is the same ISBN number (print - ISBN-10: 1938168119 or ISBN-13: 978-1-938168-11-6) as the one we are using so that everything correlates properly.

LAB KIT: We will be using a laboratory kit through Hands-On Learning. You are required to purchase a lab kit for this course. You can either order it directly from the company or you can order it from the bookstore. The cost of the kit is approximately \$200 plus shipping and handling.

To order the kit directly from the company you need this course specific link:

<https://myhol.holscience.com/enroll/fvmv-nzxt-hnxr-ntxw>.

<https://myhol.holscience.com/enroll/fvmv-nzxt-hnxr-ntxw>.

You will then need to follow these directions:

<https://holstudenthelp.screenstepslive.com/m/90733/l/1132195-how-do-i-order-my-kit-through-hol-cloud> (<https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64>

<https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64>

[url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64)

[order-my-kit-through-hol-](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64)

[cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fholstudenthelp.screenstepslive.com%2Fm%2F90733%2Fl%2F1132195-how-do-i-order-my-kit-through-hol-cloud&data=02%7C01%7Cschuelle%40uwm.edu%7Cf370f40e2e5345ea18b208d7f8e5e9d2%7C0bca7ac3fcb64)

NOTE: You do NOT need to buy a microscope for this class! We will be using an online microscope and microscope images.

CGS Assessment Statement

A UWM College of General Studies assessment program has been put into place to enhance the quality and effectiveness of the curriculum, programs and services of the institution. The following areas of proficiency will be assessed because they are of primary importance in the education of our students: Analytical Skills, Quantitative Skills, Creative Thinking Skills, Oral and Written Communication Skills,

Civic Engagement, Analyzing Complex Issues, and Intercultural Skills. BIO 101 will not be assessed this term.

Course Organization

- Unit 1: Introduction, Molecules and Cells
 - Topic 1: Nature of Science
 - Topic 2: Chemistry of Life
 - Topic 3: Cell Structure and Function
- Unit 2: Cell Transport, Enzymes, and Energy
 - Topic 4: Cell Membranes and Transport
 - Topic 5: Energy and Enzymes
 - Topic 6: Photosynthesis and Cellular Respiration
- Unit 3: Cell Division, Genetics, and the Central Dogma
 - Topic 7: Cell Division
 - Topic 8: Inheritance
 - Topic 9: Chromosomes and Human Genetics
 - Topic 10: DNA
 - Topic 11: From Gene to Protein
- Unit 4: Evolution
 - Topic 12: How Evolution Works
 - Topic 13: Evolution of Populations
- Unit 5: Populations
 - Topic 14: Growth of Populations
 - Topic 15: Population Interactions

Major Course Components

Topic Overview, Readings, and Resources

For each topic, these provide a quick summary of the important points of the chapters, a list of learning outcomes, the readings for the week, and website links that will provide additional help with concepts such as animations, videos, and tutorials to help with your understanding of the materials (and you can always look things up that you don't understand). If you find these resources helpful, please share with us in the "Internet Cafe" discussion area.

For each lesson (topic), you will be required to read a given set of materials. These may include, but are not limited to, instructor commentaries, textbook readings, lab information, and web-based and multimedia sources.

Statement of Time Investment by Average Student

On average, students should spend 2-3 hours outside of the classroom for every hour spent in the classroom. This is a 5- credit lab class. If we were meeting face-to-face, we would spend 6.2 hours in class each week (lecture and lab) for a total of 93 hours throughout the 15 -week semester. $93 \text{ hours} \times 2 = 186 \text{ hours}$. This is an accelerated course--we are covering 15 weeks of material in an 8-week summer session so you can expect to work on course work to take approximately 24 hrs/week. The estimates

30000000, so you can expect to work on course work to take approximately 2 1/2 hours/week. The estimates below may vary by student and/or by week (some weeks may be busier than others). Also note that your grades will ultimately be determined by the quality of the work you submit, and not by the total hours you spend working on class material.

Estimated breakdown for work per week (each week you will be completing the work for 2 weeks of a normal semester)

- Reading textbooks and other course materials = minimum of 8 hours
- Completing online quizzes = minimum of 2 hours
- Completing online assignments = minimum of 4 hours
- Preparing posts and participating in discussions = minimum of 4 hours
- Completing lab activities = minimum of 6 hours

Learning Assessments

This is a list and description of the required tasks for each week.

Assignments

Topic assignments are due to help you gain a better understanding of specific concepts in the topic(s) we are studying at that time. There is a dropbox for the assignments and these should be written at a college level always providing proper scientific references, which can include your textbook, but also require other sources. All submitted work should be titled (work name, your name, class, and date).

Labs

As you do the labs, please keep in mind that in a normal classroom setting the actual performance of the labs takes up to 3 hours, not including the time needed to prepare before lab (reading the material) and sometimes after lab (doing lab reports, preparing for lab quizzes, and so on).

Most of the labs are done with the kit that you order from Hands-On Labs and the directions will be found here. [_ \(https://myhol.holscience.com/enroll/fmvv-nzzt-hnxr-ntxw\)](https://myhol.holscience.com/enroll/fmvv-nzzt-hnxr-ntxw) These are usually hands-on activities that are performed, sometimes using special equipment, in order to help you learn the material better. However, we will also be doing a couple of virtual activities. As with any difficulties you encounter throughout this course, please let me know if you have any questions or if I can be of help in any other way. Please read the directions carefully for what needs to be submitted to the dropbox for grading, as the criteria can be different. Additionally, as with all submitted work, it should be titled (work name, your name, class, and date), it should be written at a college level, and it should have proper scientific references provided in addition to the textbook (if you decide to reference the textbook).

Discussion Forums

These discussions are set up similar to classroom discussions where you talk about the information from the chapter in more detail, in order to have a different perspective from what is presented to you in the text

However, since these discussions are online and you have more time to prepare and look things up, the information should be coming from legitimate sources, not just something you've heard about from your Aunt Edna or read on jokester.com. You want to make sure that you get good information (exercising your powers of critical thinking!) and provide that to the rest of the class when posting your comments. You can consider these kind of like mini research papers on something that interests you in the chapter. These postings should be at least two paragraphs in length. Make sure you provide a reference other than your text for every graded discussion original post that you do.

When gathering information from other sources for the discussions and assignments, *do not copy the information. That is plagiarism and will be dealt with severely.* Students need to paraphrase (put into your own words, not rearranging the words of the source) so that it shows that they are understanding the material and not just copying it. *Also, in science, do not quote!* This is often done in other types of classes, but is not appropriate in science classes since it usually indicates a lack of understanding. As always, please let me know if you have any questions on any of this.

Additionally, when posting your original comments and your responses, you should use proper grammar, spelling, and punctuation (this is a college assignment, after all) *and you should provide references for your sources so that other students can respond by first looking up the information you have provided and then elaborating further on it.*

Please refer to the Discussion Rubric associated with each discussion for more information on how these will be graded, and don't forget that I'm here to answer any questions you may have.

Quizzes

There will be weekly timed quizzes that will assess your learning of the material in the course for each topic. You will have unlimited attempts to complete these quizzes and the highest score will be the one recorded. These quizzes are set up to support the reading of course material and help you to understand important concepts.

Grading Policy

Assignment grading

You will be graded on each assignment according to the specific directions for each; these are a bit variable due to the different nature of the assignments. Basically, the assignments will be graded for

completeness in following each specific set of directions, and you should also pay attention to the basics of written communication such as grammar, spelling, and punctuation as these are important parts of college-level communication and will be part of the grading. There is a rubric associated with each assignment; please refer to it when you are preparing your assignment. Additionally, as with all submitted work it should be titled (work name your name class and date) *and it should have proper*

Submitted work, it should be titled (work name, your name, class, and date), and it should have proper scientific references provided which can include your textbook but also require additional sources. Each assignment will be worth 5 points and graded using the associated rubric.

Discussion grading

You will be graded on each section's discussion exercise. There is a rubric associated with each discussion. Please refer to it when you are participating.

The grade will be split into two components:

1. Your initial comments - only 1 graded
2. Your responses to the comments of your fellow classmates. Need 2

In other words, you are highly encouraged to engage your classmates in exchanges about the course materials. You will be graded on 3 things for each discussion. One will be your original comments and for each of the 2 required responses. You should obtain information from some source and include it in your comments. You do not have to cover all aspects of the discussion topics, it is better to limit yourself to a couple and go in depth on them. Just saying "*I agree*" or "*Great post*" does not address the subject matter and will not be graded, and will be equivalent to having not responded to your classmates.

Quantity does not substitute for quality. If you post fifteen comments in the replies, and they are all superficial and don't further the discussion, you will not earn more points than if you posted 2 comments of the same quality. Remember, discussions are worth 8 pts. each--more than what a homework assignment is worth, and almost as much as a lab. You should expect to do some work for those points. Think of your submissions as mini research papers. Below are some pointers about expectations for discussion submissions.

ORIGINAL SUBMISSION: This should answer the question asked, of course. A good rule of thumb is that it should be about 200-300 words in length. Make sure it is submitted by Thursday if you want full credit. Also, you are expected to properly cite these posts with both in-text and reference list and the reference list, both of which should be properly formatted (don't just cut and paste hyperlinks). **DO NOT copy and paste things from the internet (this is plagiarism) and DO NOT use quotes**--demonstrate that you understand the material by rephrasing it in your own words.

RESPONSES TO CLASSMATES: You need to respond to at least 2 of your classmates. You are also required to respond in a way that furthers the discussion. There are 2 parts to furthering the discussion. You need to add new information to the discussion, not just say that you thought your classmate's post was interesting or that you wrote something similar in you post. Don't just ask them a question--ask a question and look up the answers. These should also be mini research papers, just shorter than the original post. Find something new about the topics your classmates wrote about and report it to the class. You also need proper citations for these. The other part of furthering the discussion is timing. The discussions close to entries at 11:59pm on Mon. After the discussions close, students rarely go back read all their classmates' entries; they usually go on to the new discussion for the next week. What that means is if you post in the last handful of hours on Mon night it is likely no one is going to have the

that means if you post in the last handful of hours of the night, it is likely no one is going to have the chance to read your responses. If no one is reading them, then how do they further the discussion? So, if you want full credit for your responses to your classmates' posts, make sure that you aren't waiting until the very last day to post your responses. Post early!

Lab grading

You will be graded on each lab according to the specific directions for each; these are a bit variable due to the different nature of the assignments for individual labs. Basically, the labs will be graded for completeness in following each specific set of directions and the understanding of scientific concepts. You should also pay attention to the basics of written communication such as grammar, spelling, and punctuation as these are important parts of college-level communication and will be part of the grading. Additionally, as with all submitted work, it should be titled (work name, your name, class, and date) and it should have proper scientific references provided. Each lab will be worth 10 points and graded with an attached rubric.

Grading scale

Your grade will be based on your performance in quizzes, assignments, exams, and labs. All work turned in should be done at a college level (proper grammar, spelling, punctuation, and so on). Additionally, as with all submitted work, everything turned in should be titled (work name, your name, class, and date) and should have proper scientific references provided.

Dates for quizzes, assignments, discussions, and labs are outlined in the Course Calendar and provided specifically in the Course Schedule document. Each chapter quiz is worth 10 points. Each assignment is worth 5 points, each lab is worth 10 points, and each discussion forum is worth 8 points.

A summary of the point distribution is given below:

Item	points
Chapter quizzes (15 quizzes in total)	150
Labs (14 labs in total)	140
Assignments (15 assignments in total)	75
Discussion Participation (15 discussions in total)	120
TOTAL Points	485

Grading Scheme

Overall scores will be computed as a percentage of the above total points. Final points will be given based on the percentage scores as shown below:

A	92.0 - 100
A-	90.0 – 91.9
B+	88.0 – 89.9
B	82.0 – 87.9
B-	80.0 – 81.9
C+	78.0 – 79.9
C	72.0 – 77.9
C-	70.0 – 71.9
D+	68.0 – 69.9
D	62.0 – 67.9
D-	60.0 – 61.9
F	< 60.0

*Note: the lab portion of the course counts for approximately 29% of your grade. It is possible, if a student were to earn perfect scores on every other assignment, for that student to earn a passing percentage in the course without completing the lab exercises. However, if a student does not complete the laboratory portion of the course, the student will receive a failing final grade in the course. The reason for this is because the student would not have demonstrated mastery of the laboratory portion of this course and so could not be awarded lab credits.

Late policy

All course work deadlines are firm. Discussion forums will close when with the deadline for responses to classmates. Scores on all other work submitted up to 24 hrs. after the deadline will be reduced by 25% of the total potential score, and scores on all other work work submitted between 24-48 hrs. after the deadline will be reduced by 50% of the total potential score. The drop boxes will close 48 hrs. after the assignment deadlines after which time work can no longer be submitted. This is not to be a punitive

assignment deadline, after which time work can no longer be submitted. This is not a punitive policy, rather a policy that keeps everyone on a successful track. Revisions/resubmissions of graded work are not accepted. If you have questions about any coursework, please reach out with questions before submitting it. Be proactive and complete your work early to avoid submission problems if there is a technology glitch or other emergency.

2 NO-QUESTIONS-ASKED free late passes. Life sometimes gets messy and this is a demanding class, especially the accelerated summer version. We all have a lot going on with family and work, and sometimes technology fails us. Because of this, you each have 2 chances to turn in a late quiz, assignment, or lab (*discussions are excluded from this policy* because of their interactive nature), with no score reduction. Simply turn the work in before the dropbox closes, and the late work deduction will be removed. There is no need to contact me--there is no need to explain or provide an excuse; I will simply remove the late deduction from the first 2 late submissions you post in the summer.

UWM Policies and Services

Accessibility Services

Students with approved Individualized Accommodation Plans should make an appointment with me to discuss accommodation needs. Students who are seeking accommodation services who don't already have an approved Individualized Accommodation Plan should first contact Student Accessibility Resource Center <http://uwm.edu/arc/> (<http://uwm.edu/arc/>). I am happy to help you contact someone if you are having trouble doing so on your own.

Student Affairs

If you require technical assistance with your courses, contact the College of General Studies Student Affairs Office. [You can navigate to the Student Affairs web page by clicking here.](https://uwm.edu/generalstudies/student-affairs/) (<https://uwm.edu/generalstudies/student-affairs/>).

Online Etiquette

Welcome to the world of online courses. This may be your first experience taking web-based courses, you may have some experience, or you may have taken a number of courses previously. Online learning is a form of social interaction, and as such, it has its own rules for interacting with others.

[For more information about the UWM policy on online communication, please click here.](https://uwm.edu/translation-interpreting-studies/graduate/student-code-of-conduct/) (<https://uwm.edu/translation-interpreting-studies/graduate/student-code-of-conduct/>).

Academic Misconduct

We are all here to learn, and any form of academic misconduct such as cheating, plagiarism, etc. that compromises that mission will simply not be tolerated. If you were unable to prepare adequately for an

exam or satisfactorily complete an assignment due to extenuating circumstances, please see me and we will talk about your situation. Do not succumb to the dark temptation of the ill-begotten higher grade; the punishments for such misconduct can (and will) be severe. **[You can access the UW System Chapter 14 Code of Conduct regarding academic misconduct here](#)**

https://docs.legis.wisconsin.gov/code/admin_code/uws/14/03. At a minimum, a student that has engaged in academic misconduct will earn a zero on that assignment and will be ineligible for any extra credit points in the class for the entire semester.

Cheating

Students who cheat violate their integrity and the integrity of the University by claiming credit for work they have not done and knowledge they do not possess. Examples of cheating include copying answers from another's work; permitting someone else to copy answers from their own work; using books, class notes, or any other means or devices to obtain answers to a question when not permitted; and submitting substantially the same work for more than one course.

Increasingly, students are using materials found on sharing websites. Using materials from such websites and/or sharing your completed work on sharing websites is a form of academic misconduct. You must submit your own, original work, and you must not share your work with others.

Plagiarism

Plagiarism is the use of someone else's words, ideas or other work without proper documentation. Students who plagiarize violate their integrity and the integrity of the University by laying claim to work that is not their own. Students should be aware that even when they do not intend to plagiarize, they might still be technically guilty of academic misconduct if they fail to document their sources properly. Both intentional plagiarism and inaccurate documentation are threats to the integrity of the student and the University because clear thinking and responsible work depend on careful treatment of evidence, respectful treatment of other writers and courteous treatment of one's readers.

Examples of plagiarism include copying words, sentences or passages from a text, such as an Internet source, a book, magazine, newspaper, pamphlet, the paper of another student, or a paper prepared by anyone other than the student who submits the paper, without indicating the source of those words, sentences, or passages; using quotations without copying them correctly; paraphrasing or summarizing another writer's ideas, even if one does not quote the writer directly, without giving credit to that writer; failing to give adequate bibliographical information to the reader who may need to refer to the source the writer has used; using graphs, charts, tables or other visual aids without giving credit to the source from which they were taken; and downloading and using any part of an article or oral presentation from a web site without documentation or even with documentation if the entire presentation comes from that web site. Students should know that documentation formats (APA, MLA) vary from department to department and should consult the faculty or the library web page about documentation specifics.

Inclusive Excellence

No form of harassment or discrimination is allowed in this class on the basis of identity, including but not limited to race, gender, class, age, disability, religion, sexual orientation, immigration status, veteran status, gender identity, nationality, and/or ethnicity. While this class seeks to foster an environment in which ideas and beliefs can be challenged in the spirit of academic inquiry, such challenges must be respectful and civil so that all class members are welcome and empowered to participate in this learning process. Below is a list of resources for students needing accommodations or support for a diversity of reasons.

1. *Religious observances.* For more information on receiving accommodations for absences due to religious observations, please follow this link: <https://apps.uwm.edu/secu-policies/storage/other/SAAP%201-2.%20Accommodation%20of%20Religious%20Beliefs.pdf> (<https://apps.uwm.edu/secu-policies/storage/other/SAAP%201-2.%20Accommodation%20of%20Religious%20Beliefs.pdf>).
2. *Students called to active military duty.* For information regarding accommodations for absences due to call-up of reserves to active military duty please follow this link: <https://uwm.edu/onestop/students-called-to-active-duty/> (<https://uwm.edu/onestop/students-called-to-active-duty/>).
3. *Incompletes.* A notation of "incomplete" may be given in lieu of a final grade to a student who has carried a subject successfully until the end of a semester but who, because of illness or other unusual and substantiated cause beyond the student's control, has been unable to take or complete the final examination or to complete some limited amount of term work. Information about "incomplete" grades can be found here: <https://apps.uwm.edu/secu-policies/storage/other/SAAP%201-13.%20Incomplete%20Grades.pdf> (<https://apps.uwm.edu/secu-policies/storage/other/SAAP%201-13.%20Incomplete%20Grades.pdf>).
4. *Discriminatory conduct.* Discriminatory conduct will not be tolerated by the University. It poisons the work and learning environment of the University and threatens the careers, educational experience, and well being of students, faculty, and staff. Find more information about discrimination policy here: <https://apps.uwm.edu/secu-policies/storage/other/SAAP%205-1.%20Discriminatory%20Conduct%20Policy.pdf> (<https://apps.uwm.edu/secu-policies/storage/other/SAAP%205-1.%20Discriminatory%20Conduct%20Policy.pdf>).
5. *Title IX/Sexual Violence.* Title IX is a federal law that prohibits sex discrimination in education program or activities, and UWM policy prohibits such conduct (see Discriminatory Conduct, above). This includes sexual violence, which may include sexual harassment, sexual assault, relationship violence, and/or stalking in all educational programs and education-related areas. UWM strongly encourages its students to report any instance of sex discrimination to UWM's Title IX Coordinator (titleix@uwm.edu). Whether or not a student wishes to report an incident of sexual violence, the Title IX Coordinator can connect students to resources at UWM and/or in the community including, but not limited to, victim advocacy, medical and counseling services, and/or law enforcement. For more information, please visit: <https://uwm.edu/sexual-assault/> (<https://uwm.edu/sexual-assault/>).

6. *Complaint procedures.* Students may direct complaints to the head of the academic unit or

6. **Complaint procedures.** Students may direct complaints to the head of the academic unit or department in which the complaint occurs. If the complaint allegedly violates a specific university policy, it may be directed to the head of the department or academic unit in which the complaint occurred or to the appropriate university office responsible for enforcing the policy. Please follow the link for more information: <https://uwm.edu/deanofstudents/assistance/complaints-and-grievances/> (<https://uwm.edu/deanofstudents/assistance/complaints-and-grievances/>).
7. **Grade appeal procedures.** A student may appeal a grade on the grounds that it is based on a capricious or arbitrary decision of the course instructor. Such an appeal shall follow the established procedures adopted by the department, college, or school in which the course resides or in the case of graduate students, the Graduate School. These procedures are available in writing from the respective department chairperson or the Academic Dean of the College/School, and can be found here: <https://uwm.edu/letters-science/advising/answers-forms/policies/appeal-procedure-for-grades/> (<https://uwm.edu/letters-science/advising/answers-forms/policies/appeal-procedure-for-grades/>).
8. **LGBT+ resources.** Faculty and staff can find resources to support inclusivity of students who identify as LGBT+ in the learning environment. Please see this link for more information about resources available through the Milwaukee campus: <http://uwm.edu/lgbtrc/> (<http://uwm.edu/lgbtrc/>). The Waukesha campus LGBTQIA Resource Center is located in C138 and is open to all. The Center is staffed throughout the day by student volunteers. The Pride Alliance is a student organization devoted to LGBTQIA issues, and any UWM at Waukesha student is welcome to join. The campus also has several single-use, gender-inclusive bathrooms. Follow this link for more information and a list of the campus' gender-inclusive bathrooms: <https://uwm.edu/waukesha/campus-life/student-government-and-organizations/lgbt-resource-center/> (<https://uwm.edu/waukesha/campus-life/student-government-and-organizations/lgbt-resource-center/>). Any questions about LGBTQIA resources should be directed to Dr. Lisa Hager (hagerl@uwm.edu (<mailto:hagerl@uwm.edu>)).
9. **Smoke and Tobacco-Free campus.** UWM prohibits all smoking (including vaping) and the use of all tobacco products on all campus property. The policy can be viewed here: <https://uwm.edu/smokefree/policy/> (<https://uwm.edu/smokefree/policy/>).
10. **Navigate Student Success Platform and Mobile App.** As a student, you are encouraged to use a tool called *Navigate*. This tool can help you learn about academic resources, set up study groups in your courses, make appointments with your academic advisor, get reminders on important dates, and much more. In addition, *Navigate* allows instructors to send Progress Reports to you throughout the term, allowing for updates on your academic progress in a course in addition to your grade. **You can log into the platform here:** <https://uwmilwaukee.campus.eab.com/> (<https://idp.uwm.edu/idp/profile/SAML2/Redirect/SSO?execution=e1s1>) or **by finding the *Navigate* link under the Current Students tab on the UWM home page.** (<https://uwm.edu/>) More information on how you can use *Navigate* and the app, including tutorials, **can be found on UWM's *Navigate* website.** (https://uwm.edu/academicaffairs/academic_priorities/student-success/navigate/)

Course Summary:

Date	Details	Due
Mon Jun 28, 2021	 Topic 1: Overview, Readings, and Resources	to do: 11:59pm
Wed Jun 30, 2021	 Topic 1: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461624	due by 11:59pm
Thu Jul 1, 2021	 Topic 1 Discussion: Credibility and Reliability of Sources https://uwmil.instructure.com/courses/409002/assignments/3482068	due by 11:59pm
Thu Jul 1, 2021	 Topic 1 Discussion: Introduce Yourself - Extra Credit! https://uwmil.instructure.com/courses/409002/assignments/3460756	due by 11:59pm
Fri Jul 2, 2021	 Beginning of the Class Questionnaire https://uwmil.instructure.com/courses/409002/assignments/3460736	due by 11:59pm
Fri Jul 2, 2021	 Topic 1: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460776	due by 11:59pm
Tue Jul 6, 2021	 Topic 1 Discussion: Credibility and Reliability of Sources - Responses https://uwmil.instructure.com/courses/409002/assignments/3462411	due by 11:59pm
Tue Jul 6, 2021	 Topic 1 Discussion: Introduce Yourself - Extra Credit! - Responses https://uwmil.instructure.com/courses/409002/assignments/3462410	due by 11:59pm
Tue Jul 6, 2021	 Topic 1: Lab https://uwmil.instructure.com/courses/409002/assignments/3460777	due by 11:59pm
Fri Jul 2, 2021	 Topic 2: Overview, Readings, and Resources	to do: 11:59pm
Fri Jul 2, 2021	 Topic 3: Overview, Readings, and Resources	to do: 11:59pm

Date	Details	Due
Wed Jul 7, 2021	 Topic 2: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461641	due by 11:59pm
	 Topic 3: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461656	due by 11:59pm
Thu Jul 8, 2021	 Topic 2 Discussion: Biomolecules https://uwmil.instructure.com/courses/409002/assignments/3460754	due by 11:59pm
	 Topic 3 Discussion: Endosymbiotic Theory https://uwmil.instructure.com/courses/409002/assignments/3460753	due by 11:59pm
Fri Jul 9, 2021	 Topic 2: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460778	due by 11:59pm
	 Topic 3: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460780	due by 11:59pm
Mon Jul 12, 2021	 Topic 1: Lab https://uwmil.instructure.com/courses/409002/assignments/3460777 (2 students)	due by 11:59pm
	 Topic 2 Discussion: Biomolecules - Responses https://uwmil.instructure.com/courses/409002/assignments/3462412	due by 11:59pm
	 Topic 2: Lab https://uwmil.instructure.com/courses/409002/assignments/3460779	due by 11:59pm
	 Topic 3 Discussion: Endosymbiotic Theory - Responses https://uwmil.instructure.com/courses/409002/assignments/3462413	due by 11:59pm
	 Topic 3: Lab https://uwmil.instructure.com/courses/409002/assignments/3460781	due by 11:59pm
	 Topic 4: Overview, Readings, and Resources	to do: 11:59pm

Date	Details	Due
Wed Jul 14, 2021	 Topic 5: Overview, Readings, and Resources	to do: 11:59pm
	 Topic 2: Quiz https://uwmil.instructure.com/courses/409002/assignments/3460781 (1 student)	due by 11:59pm
	 Topic 3: Quiz https://uwmil.instructure.com/courses/409002/assignments/3460786 (1 student)	due by 11:59pm
	 Topic 4: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461671	due by 11:59pm
Thu Jul 15, 2021	 Topic 5: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461678	due by 11:59pm
	 Topic 4 Discussion: Cell Transport https://uwmil.instructure.com/courses/409002/assignments/3460752	due by 11:59pm
Fri Jul 16, 2021	 Topic 5 Discussion: Enzymes https://uwmil.instructure.com/courses/409002/assignments/3460751	due by 11:59pm
	 Topic 4: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460782	due by 11:59pm
Mon Jul 19, 2021	 Topic 5: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460784	due by 11:59pm
	 Topic 1: Lab https://uwmil.instructure.com/courses/409002/assignments/3460787 (1 student)	due by 11:59pm
	 Topic 2: Lab https://uwmil.instructure.com/courses/409002/assignments/3460789 (1 student)	due by 11:59pm
	 Topic 3: Lab https://uwmil.instructure.com/courses/409002/assignments/3460791 (1 student)	due by 11:59pm

Date	Details	Due
	 Topic 4 Discussion: Cell Transport - Responses (https://uwmil.instructure.com/courses/409002/assignments/3462414)	due by 11:59pm
	 Topic 4: Lab (https://uwmil.instructure.com/courses/409002/assignments/3460783)	due by 11:59pm
	 Topic 5 Discussion: Enzymes - Responses (https://uwmil.instructure.com/courses/409002/assignments/3462415)	due by 11:59pm
	 Topic 5: Lab (https://uwmil.instructure.com/courses/409002/assignments/3460785)	due by 11:59pm
	 Topic 6: Overview, Readings, and Resources	to do: 11:59pm
	 Topic 7: Overview, Readings, and Resources	to do: 11:59pm
Wed Jul 21, 2021	 Topic 6: Quiz (https://uwmil.instructure.com/courses/409002/assignments/3461681)	due by 11:59pm
	 Topic 7: Quiz (https://uwmil.instructure.com/courses/409002/assignments/3461682)	due by 11:59pm
Thu Jul 22, 2021	 Topic 6 Discussion: Photosynthesis and Cellular Respiration (https://uwmil.instructure.com/courses/409002/assignments/3460750)	due by 11:59pm
	 Topic 7 Discussion: Cancer (https://uwmil.instructure.com/courses/409002/assignments/3460749)	due by 11:59pm
Fri Jul 23, 2021	 Topic 6: Assignment (https://uwmil.instructure.com/courses/409002/assignments/3460786)	due by 11:59pm
	 Topic 7: Assignment (https://uwmil.instructure.com/courses/409002/assignments/3460788)	due by 11:59pm

Date	Details	Due
Mon Jul 26, 2021	 Topic 4: Lab	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3460783 (1 student)	
	 Topic 5: Lab	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3460785 (2 students)	
	 Topic 6 Discussion: Photosynthesis and Cellular Respiration - Responses	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3462416	
	 Topic 6: Lab	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3460787	
	 Topic 7 Discussion: Cancer - Responses	due by 11:59pm
https://uwmil.instructure.com/courses/409002/assignments/3462417		
 Topic 7: Lab	due by 11:59pm	
https://uwmil.instructure.com/courses/409002/assignments/3460789		
 Topic 8: Overview, Readings, and Resources	to do: 11:59pm	
 Topic 9: Overview, Readings, and Resources	to do: 11:59pm	
Wed Jul 28, 2021	 Topic 8: Quiz	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3461683	
	 Topic 9: Quiz	due by 11:59pm
https://uwmil.instructure.com/courses/409002/assignments/3461685		
Thu Jul 29, 2021	 Topic 8 Discussion: Mendel's Laws	due by 11:59pm
	https://uwmil.instructure.com/courses/409002/assignments/3460748	
	 Topic 9 Discussion: Genetic Disorder	due by 11:59pm
https://uwmil.instructure.com/courses/409002/assignments/3460747		

Date	Details	Due
Fri Jul 30, 2021	 <u>Topic 4: Assignment</u> https://uwmil.instructure.com/courses/409002/assignments/3460782 (1 student)	due by 11:59pm
	 <u>Topic 5: Assignment</u> https://uwmil.instructure.com/courses/409002/assignments/3460784 (1 student)	due by 11:59pm
	 <u>Topic 8: Assignment</u> https://uwmil.instructure.com/courses/409002/assignments/3460790	due by 11:59pm
	 <u>Topic 9: Assignment</u> https://uwmil.instructure.com/courses/409002/assignments/3460792	due by 11:59pm
Mon Aug 2, 2021	 <u>Topic 4 Discussion: Cell Transport - Responses</u> https://uwmil.instructure.com/courses/409002/assignments/3462414 (1 student)	due by 11:59pm
	 <u>Topic 4: Lab</u> https://uwmil.instructure.com/courses/409002/assignments/3460783 (1 student)	due by 11:59pm
	 <u>Topic 5 Discussion: Enzymes - Responses</u> https://uwmil.instructure.com/courses/409002/assignments/3462415 (1 student)	due by 11:59pm
	 <u>Topic 5: Lab</u> https://uwmil.instructure.com/courses/409002/assignments/3460785 (1 student)	due by 11:59pm
	 <u>Topic 8 Discussion: Mendel's Laws - Responses</u> https://uwmil.instructure.com/courses/409002/assignments/3462418	due by 11:59pm
	 <u>Topic 8: Lab</u> https://uwmil.instructure.com/courses/409002/assignments/3460791	due by 11:59pm
	 <u>Topic 9 Discussion: Genetic Disorder - Responses</u> https://uwmil.instructure.com/courses/409002/assignments/3460793	due by 11:59pm

Date	Details	Due
	 Topic 9: Lab (https://uwmil.instructure.com/courses/409002/assignments/3460794)	due by 11:59pm
	 Topic 10: Overview, Readings, and Resources	to do: 11:59pm
	 Topic 11: Overview, Readings, and Resources	to do: 11:59pm
	 Mid-term reflective survey- Extra Credit! (https://uwmil.instructure.com/courses/409002/assignments/3561045)	due by 11:59pm
Wed Aug 4, 2021	 Topic 10: Quiz (https://uwmil.instructure.com/courses/409002/assignments/3461687)	due by 11:59pm
	 Topic 11: Quiz (https://uwmil.instructure.com/courses/409002/assignments/3461689)	due by 11:59pm
	 Topic 6: Quiz (https://uwmil.instructure.com/courses/409002/assignments/3461681) (1 student)	due by 11:59pm
	 Topic 10 Discussion: DNA Repair (https://uwmil.instructure.com/courses/409002/assignments/3460746)	due by 11:59pm
Thu Aug 5, 2021	 Topic 11 Discussion: The Central Dogma of Life (https://uwmil.instructure.com/courses/409002/assignments/3460745)	due by 11:59pm
	 Topic 6 Discussion: Photosynthesis and Cellular Respiration (https://uwmil.instructure.com/courses/409002/assignments/3460750) (1 student)	due by 11:59pm
Fri Aug 6, 2021	 Topic 10: Assignment (https://uwmil.instructure.com/courses/409002/assignments/3460760)	due by 11:59pm
	 Topic 11: Assignment (https://uwmil.instructure.com/courses/409002/assignments/3460763)	due by 11:59pm

Date	Details	Due
	 Topic 6: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460760 (1 student)	due by 11:59pm
	 Topic 10 Discussion: DNA Repair - Responses https://uwmil.instructure.com/courses/409002/assignments/3460761	due by 11:59pm
	 Topic 10: Lab https://uwmil.instructure.com/courses/409002/assignments/3460762	due by 11:59pm
	 Topic 11 Discussion: The Central Dogma of Life -Responses https://uwmil.instructure.com/courses/409002/assignments/3460764	due by 11:59pm
	 Topic 11: Lab https://uwmil.instructure.com/courses/409002/assignments/3460765	due by 11:59pm
Mon Aug 9, 2021	 Topic 6 Discussion: Photosynthesis and Cellular Respiration - Responses https://uwmil.instructure.com/courses/409002/assignments/3462416 (1 student)	due by 11:59pm
	 Topic 6: Lab https://uwmil.instructure.com/courses/409002/assignments/3460767 (1 student)	due by 11:59pm
	 Topic 12: Overview, Readings, and Resources	to do: 11:59pm
	 Topic 13: Overview, Readings, and Resources	to do: 11:59pm
Wed Aug 11, 2021	 Topic 12: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461691	due by 11:59pm
	 Topic 13: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461711	due by 11:59pm

Date	Details	Due
Thu Aug 12, 2021	 Topic 7 Discussion: Cancer https://uwmil.instructure.com/courses/409002/assignments/3460743 (1 student)	due by 11:59pm
	 Topic 12 Discussion: Evolution https://uwmil.instructure.com/courses/409002/assignments/3460744	due by 11:59pm
	 Topic 13 Discussion: Evolution Mechanisms https://uwmil.instructure.com/courses/409002/assignments/3460743	due by 11:59pm
Fri Aug 13, 2021	 Topic 7: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460745 (1 student)	due by 11:59pm
	 Topic 12: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460766	due by 11:59pm
	 Topic 13: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460769	due by 11:59pm
Mon Aug 16, 2021	 Topic 7 Discussion: Cancer - Responses https://uwmil.instructure.com/courses/409002/assignments/3462417 (1 student)	due by 11:59pm
	 Topic 7: Lab https://uwmil.instructure.com/courses/409002/assignments/3460765 (1 student)	due by 11:59pm
	 Topic 12 Discussion: Evolution - Responses https://uwmil.instructure.com/courses/409002/assignments/3460767	due by 11:59pm
	 Topic 12: Lab https://uwmil.instructure.com/courses/409002/assignments/3460768	due by 11:59pm
	 Topic 13 Discussion: Evolution Mechanisms - Responses https://uwmil.instructure.com/courses/409002/assignments/3460770	due by 11:59pm
	 Topic 13: Lab https://uwmil.instructure.com/courses/409002/assignments/3460771	due by 11:59pm

Date	Details	Due
	 Topic 14: Overview, Readings, and Resources	to do: 11:59pm
	 Topic 15: Overview, Readings, and Resources	to do: 11:59pm
Wed Aug 18, 2021	 Topic 14: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461718	due by 11:59pm
	 Topic 15: Quiz https://uwmil.instructure.com/courses/409002/assignments/3461720	due by 11:59pm
Thu Aug 19, 2021	 Topic 14 Discussion: Human Population Growth https://uwmil.instructure.com/courses/409002/assignments/3460742	due by 11:59pm
	 Topic 15 Discussion: Summary https://uwmil.instructure.com/courses/409002/assignments/3460757	due by 11:59pm
Fri Aug 20, 2021	 Topic 14: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460772	due by 11:59pm
	 Topic 15: Assignment https://uwmil.instructure.com/courses/409002/assignments/3460775	due by 11:59pm
Sat Aug 21, 2021	 Topic 14 Discussion: Human Population Growth - Responses https://uwmil.instructure.com/courses/409002/assignments/3460773	due by 11:59pm
	 Topic 14: Lab https://uwmil.instructure.com/courses/409002/assignments/3460774	due by 11:59pm