



**FLORIDA
ATLANTIC
UNIVERSITY**

COURSE CHANGE REQUEST Undergraduate Programs

Department Biological Science
College CESCOS

UUPC Approval 10/12/20
UFS Approval _____
SCNS Submittal _____
Confirmed _____
Banner Posted _____
Catalog _____

Current Course

Prefix and Number ZOO 2203

Current Course Title

Invertebrate Zoology

Syllabus must be attached for ANY changes to current course details. See [Checklist](#). Please consult and list departments that may be affected by the changes; attach documentation.

Change title to:

Change description to:

Change prefix

From: _____ To: _____

Change course number

From: 2203 To: 3205

Change credits*

From: _____ To: _____

Change grading

From: _____ To: _____

Change WAC/Gordon Rule status**

Add Remove

Change General Education Requirements***

Add Remove

*Review [Provost Memorandum](#)
**WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to this form. See [WAC Guidelines](#).
***General Education criteria must be indicated in syllabus and approval attached to this form. See [GE Guidelines](#).

Change prerequisites/minimum grades to:

Prerequisites: 8 credits in general biology, minimum grade = C-

Change corequisites to:

ZOO 3205L

Change registration controls to:

Please list existing and new pre/corequisites, specify AND or OR and include minimum passing grade (default is D-).

Effective Term/Year for Changes:

Fall 2021

Terminate course? Effective Term/Year for Termination:

Faculty Contact/Email/Phone

Randy Brooks/wbrooks@fau.edu/561-297-3888

Approved by

Department Chair

Sam L. Nathan

College Curriculum Chair

Jerry Haky

College Dean

[Signature]

UUPC Chair

Jerry Haky

Undergraduate Studies Dean

Edward Pratt

UFS President

Provost

Date

10-5-2020

10-6-20

10/2/2020

10-12-20

10-12-20

Email this form and syllabus to mjenning@fau.edu seven business days before the UUPC meeting.

Florida Atlantic University
Department of Biological Sciences
Charles E. Schmidt College of Science

Invertebrate Zoology Lecture
Course Syllabus

Instructor: W. Randy Brooks, Ph.D.
Office: SC 268
e-Mail: wbrooks@fau.edu
Office Hours: Wed 10-12PM

Course Description/Objective: This 3 credit course is a survey of the invertebrate phyla from the Protozoa through the lower Chordate stressing comparative aspects of morphology and development as well as phylogenetic aspects and ecology. Student will learn the structure, relationships and natural history of the vertebrates with special emphasis on the ecology of subtropical and Neotropical species

Course Prerequisites: 8 credits in general biology minimum grade C-
Corequisite- ZOO 3205L

Course Logistics: T, R: 11:00 – 12:20 AM, Room number: TBD/Online or Hybrid

Course Policies and Procedures:

1. **Course Evaluation:** The course grade will be determined from student performance on four examinations and lecture participation. Since each examination will be worth 100 points, there are 400 possible grading points.
 - a. **Course Examinations.** The examinations will primarily be objective, consisting of multiple choice questions. Problems will be included when appropriate. The final examination will not be cumulative, containing only questions derived from the material presented in that unit of the course
 - b. **Make-up Examinations:** Students are required to take each examination at the designated time. Students who have an unexcused absence from an examination will not be given a makeup test, but will receive a zero for the exam. Make-up examinations for all excused absences will be administered at the discretion of the instructor. In order to receive a make-up examination, students must notify instructor by voice mail or email a minimum of two hours prior to the exam. Conventionally, excused absences include death in the immediate family or serious personal illness requiring extensive medical attention or hospitalization for which appropriate documentation is required. If a student misses a Unit I – III exam for an acceptable reason, a make-up examination may be taken within one week of the scheduled examination, but a ten (10) point penalty will be imposed. Students missing a second examination will automatically lose 20 points from their score and so forth. No make-up exam will be allowed for the Unit IV/Final examination. Make-up exams most likely will be essay format.

Religious Accommodations: Students who wish to be excused from coursework, class activities or examinations must notify the instructor in advance of their intention to participate in religious observation and request an excused absence.

- c. **Extra Credit** – All grading points will be derived from examinations and from a Powerpoint assignment described below. No other assignments, papers, etc. will be given or accepted.
- d. **Extra credit Powerpoint assignment**– Students may prepare a presentation of five slides on a single topic/organism of the type presented during lecture. Each slide will be graded for content and presentation up to a maximum of two points per slide for a maximum of 10 extra credit points.
- e. **Grading Scale:** The following scale will be used for computing the final grade.
 - A = 92 -100% (368 - 400 pts)
 - A- = 90 - 91% (360 - 367 pts)
 - B+= 88 - 89% (352 - 359 pts)
 - B = 82 - 87% (328 - 351 pts)
 - B- = 80 - 81% (320 - 327 pts)
 - C+= 78 - 79% (312 - 319 pts)
 - C = 72 - 77% (288 - 311 pts)
 - C- = 70 – 71% (280 – 287 pts)
 - D+ = 68 – 69% (272 – 279 pts)
 - D = 62 - 69% (248 - 271 pts)
 - C- = 60 – 61% (240 – 247 pts)
 - F = less than 60% (< 240 pts)

2. **Attendance Policy Statement:** Students are expected to attend all of their scheduled University classes and to satisfy all academic objectives as outlined by the instructor. The effect of absences upon grades is determined by the instructor, and the University reserves the right to deal at any time with individual cases of non-attendance. Students are responsible for arranging to make up work missed because of legitimate class absence, such as illness, family emergencies, military obligation, court-imposed legal obligations or participation in University-approved activities. Examples of University-approved reasons for absences include participating on an athletic or scholastic team, musical and theatrical performances and debate activities. It is the student's responsibility to give the instructor notice prior to any anticipated absences and within a reasonable amount of time after an unanticipated absence, ordinarily by the next scheduled class meeting. Instructors must allow each student who is absent for a University-approved reason the opportunity to make up work missed without any reduction in the student's final course grade as a direct result of such absence.

3. **Incomplete Grade:** As per university policy, an incomplete grade will only be given a student who fulfills all of the following criteria:
- a. misses the final examination due to an emergency
 - b. has a grade of C or better
 - c. submits evidence of the emergency and signs an incomplete agreement.

Course Textbook:

Invertebrate Zoology: A Functional Evolutionary Approach, 7th Edition
Ruppert/Fox/Barnes - ©2004
ISBN10: 0-03-025982-7
ISBN13: 978-0-03-025982-1

Student Honor Policy

Students at Florida Atlantic University are expected to maintain the highest ethical standards. Academic dishonesty is considered a serious breach of these ethical standards, because it interferes with the university mission to provide a high quality education in which no student enjoys an unfair advantage over any other. Academic dishonesty is also destructive of the university community, which is grounded in a system of mutual trust and places high value on personal integrity and individual responsibility. Harsh penalties are associated with academic dishonesty. For more information, see University Regulation 4.001. http://www.fau.edu/ctl/4.001_Code_of_Academic_Integrity.pdf

Cheating is a serious offense. If you are caught cheating, you will be referred to the lab coordinator and the Dean of Student Services and charged with an academic crime.

Invertebrate Zoology Lecture ZOO 3203, Fall 2021 Course Outline

<u>Week</u>	<u>Date</u> (will update in new academic year)	<u>Subject</u>	<u>Text Reference</u>	
			Read	Chapter
1.	Aug. 20(T) 22(R)	1. Course Introduction, Protozoa 2. Protozoa		2, 3
2.	27(T) 29(R)	3. Metazoa: Porifera & Placozoa 4. Eumetazoa: Cnidaria & Ctenophora		4, 5 6, 7
3.	Sept. 3(T) 5(R)	5. Bilateria: Platyhelminthes & Nemertea 6. Cycloneuralia		9, 10, 11 22
4.	10(T) 12(R)	7. Cycloneuralia 8. Gnathifera, Cambrian Explosion	22	23
5.	17(T) 19(R)	9. Mollusca <i>Examination I (lectures 1 - 8)</i>		12
6.	24(T) 26(R)	10. Mollusca 11. Annelida	12	13
7.	Oct. 1(T) 3(R)	12. Echiura, Sipuncula, Onychophora, & Tardigrada 13. Arthropoda: Overview		14, 15 16
8.	8(T) 10(R)	<i>Examination II (lectures 8 - 12)</i> 14. Arthropoda: Myriapoda		16, 20
9.	15(T)	15. Arthropoda: Trilobitomorpha & Chelicerata	17, 18	

	17(R)	No Class		
10.	22(T)	16. Arthropoda: Crustacea		19
	24(R)	17. Arthropoda: Crustacea		19
11.	29(T)	18. Arthropoda: Insecta	21	
	31(R)	19. Arthropoda: Insecta		21
12.	Nov. 5(T)	20. Sociality, super organisms, and extended organisms		
	7(R)	<i>Examination III (lectures 13 - 21)</i>		
13.	12(T)	21. Kamptozoa, Cyclophora, and Lophophorata	25	
	14(R)	22. Echinodermata		28
14.	19(T)	23. Echinodermata		28
	21(R)	24. Chaetognatha, Hemichordata, Chordata, and Echinodermata	26, 27, 28, 29	
15.	26(T)	<i>Examination IV (lectures 22 – 25)</i>		
	28(R)	No class		

Important Dates:

Last day of Drop/Add Period without consequence-	Aug. 23
Last day of Grace Period, no "W" assigned for dropping, tuition cost applied-	Aug. 30
Labor Day-	Sept. 2
Last day to drop course without receiving an "F"	Nov. 15
Veteran's Day-	Nov. 11
Thanksgiving Recess-	Nov. 28- Dec. 1

Disabilities Statement: In compliance with the Americans with Disabilities Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with the Office of Student Accessibility Services (SAS) and follow all SAS procedures. SAS has offices across three of FAU's campuses- Boca Raton, Davie, and Jupiter, however, disability services are available for students on all campuses. For more information, please visit the SAS website at www.fau.edu/sas/.

Counseling and Psychological Services (CAPS) Center

Life as a university student can be challenging physically, mentally and emotionally. Students who find stress negatively affecting their ability to achieve academic or personal goals may wish to consider utilizing FAU's Counseling and Psychological Services (CAPS) Center. CAPS provides FAU students a range of services – individual counseling, support meetings, and psychiatric services, to name a few – offered to help improve and maintain emotional well-being. For more information, go to <http://www.fau.edu/counseling/>

Classroom etiquette policy regarding electronic devices

University policy on the use of electronic devices states: "In order to enhance and maintain a productive atmosphere for education, personal communication devices, such as cellular telephones and pagers, are to be disabled in class sessions."

Don't waste your time and money! Use the below tips to get and stay on track for a timely graduation.

- 1) Learn how to navigate the "[MY FAU](#)" web portal. Familiarize yourself with features available through "FAU Self-Service" located within the "Home" tab as well as the features available in the "Students", "Money Matters!" and "Success Network" tabs.
- 2) Use the "[Departmental Schedule](#)" (not the "Searchable Schedule") to see all courses available (by department) within a given semester when working to schedule your classes.
- 3) Use the [Degree Audit Reporting System \(DARS\)](#) to keep track of which requirements you still need to fulfill in order to graduate. When running your degree audit, you may audit your progress against the catalog year in which you first entered FAU (provided that you have maintained continuous enrollment) OR the current catalog year. You may also select alternate degree options to see if you are closer to completing one degree than another. ***[Please note the below excess credit hour policy](#). It is your responsibility to work with your academic advisor to minimize additional costs to you associated with the completion of excess credits.

Credit Hour Policy: Excess Hours Surcharge

[Florida Statute 1009.286](#) defines "excess hours" as credit hours that exceed the completion requirements for a baccalaureate degree program at state universities. For students enrolling in a state university or a Florida State College System institution for the first time in or after the fall 2009 semester, a tuition rate surcharge will be applied for excess hours. The surcharge is assessed only on the tuition portion of the semester hour cost, not on the fees. The amount of the surcharge and the allowable "excess hours" are determined by the initial term of entry as indicated in the catalog. For the complete Policy see <http://www.fau.edu/academic/registrar/FAUcatalog/academics.php#excess>.

FAU Limitations on Number of Withdrawals Policy

[Undergraduate students may not withdraw from more than two courses at the lower-division level \(1000- and 2000-level courses\) and from more than three courses at the upper-division or higher level \(3000- and 4000-level courses\) within the course of their degree program at FAU. Zero- and one-credit courses and Exceptional Circumstance Withdrawals, which carry the "WM" grade, are excluded from these limitations.](#)

COVID-19 Statement: All students in face-to-face classes are required to wear masks during class, and students must sanitize their own workstations upon entering the classroom. Taking these measures supports the safety and protection of the FAU community. Students who do not adhere to these rules will be asked to leave the classroom and/or be removed from the course. Students experiencing flu-like symptoms (fever, cough, shortness of breath), or students who have come in contact with an infected person should immediately contact FAU Student Health Services (561-297-3512).