

 FLORIDA ATLANTIC UNIVERSITY	NEW COURSE PROPOSAL Undergraduate Programs		UUPC Approval <u>11/7/2022</u> UFS Approval _____ SCNS Submittal _____ Confirmed _____ Banner Posted _____ Catalog _____
	Department Biological Sciences College Charles E. Schmidt College of Science (To obtain a course number, contact erudolph@fau.edu)		
Prefix BSC Number 1013	(L = Lab Course; C = Combined Lecture/Lab; add if appropriate) Lab Code	Type of Course <input type="text" value="Lecture"/>	Course Title Introduction to Biology at FAU
Credits (See Definition of a Credit Hour) 0	Grading (Select One Option) Regular <input type="radio"/> Sat/UnSat <input checked="" type="radio"/>	Course Description (Syllabus must be attached; see Template and Guidelines) This course provides students with an introduction to the biology major at FAU and tools for success in FAU biology degree programs. The course is for and about you the student. It was developed to support you in identifying, accessing and navigating the numerous programs and opportunities that the FAU biology department offers its students as well as other FAU resources specific to student success in the discipline of biology	
Effective Date (TERM & YEAR) Fall 2023	Prerequisites, with minimum grade* none		Corequisites None
		Registration Controls (Major, College, Level) For Biology Majors students	
*Default minimum passing grade is D-. Prereqs., Coreqs. & Reg. Controls are enforced for all sections of course			
WAC/Gordon Rule Course <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No WAC/Gordon Rule criteria must be indicated in syllabus and approval attached to proposal. See WAC Guidelines .		Intellectual Foundations Program (General Education) Requirement (Select One Option) None General Education criteria must be indicated in the syllabus and approval attached to the proposal. See Intellectual Foundations Guidelines .	
Minimum qualifications to teach course PHD in Biology			
Faculty Contact/Email/Phone Evelyn Frazier/efrazier@fau.edu/561-297-4472		List/Attach comments from departments affected by new course None	
Approved by Department Chair <u>Sarah L. Mattson</u> College Curriculum Chair _____ College Dean _____ UUPC Chair <u>Ethlyn Williams</u> Undergraduate Studies Dean <u>Dan Meeroff</u> UFS President _____ Provost _____		Date 10-13-2022 <u>10/27/22</u> <u>10/26/2022</u> <u>11/7/2022</u> <u>11/7/2022</u> _____ _____	

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

Introduction to Biology at FAU
Department of Biological Sciences
College of Science
Florida Atlantic University
BSC 1013, Section 001, CRN XXXX, 0 credit hour(s)
Prerequisite(s): None; Corequisite(s): None
WAC Course: NO IFP Course: NO

Semester: Fall 2023
Class meetings: Tuesday, 11:00 AM – 11:50 AM
Class Location: Computing Services, CM-128 AND off campus
Instructor:
Office:
Email:
Phone:
Office Hours:
TA(S):

Course Description

This course provides students with an introduction to the biology major at FAU and tools for success in FAU biology degree programs. The course is for and about you the student. It was developed to support you in identifying, accessing and navigating the numerous programs and opportunities that the FAU biology department offers its students as well as other FAU resources specific to student success in the discipline of biology.

Course Objectives/Student Learning Outcomes

The major components of this course will serve to introduce you to our programs, our campus locations and our faculty members, to create an intellectual community among you and your peers, to support you in planning your academic path for a timely graduation, and to emphasize unique opportunities for undergraduate biology majors at FAU. It is expected that biology majors will enroll in this course during their first year enrolled at FAU.

NOTE: This is a Biology course. Non-Biology majors should consult with their advisors to confirm the degree applicability of this course.

Required Text(s)/Reading: There is no required text for this course. Handouts, tutorials and selected articles will be posted on Canvas, and students will be expected to review all assigned materials before the class period.

Course Topical Weekly Outline		
Week	Topic	Assignment/Reading
Week 1	Organizational class to review the syllabus and discuss course objectives and expectations	Syllabus and Handout
Week 2	Online Resources 1 – The University Catalog: Degree Programs, Course Descriptions, Academic Calendar, Exam Schedule, and University Policies	Handouts and selected articles
Week 3	Online Resources 2 – The Biology and College of Science web pages, Degree Sheets, Starfish, and DARS	Handouts and selected articles
Week 4	Online Resources 3 – IFP Checklists, Flight Plans, Departmental Course Schedule,	Handouts and selected articles

Week 5	Undergraduate Programs -BA in Biological Sciences -BA in Biological Sciences with ES Emphasis -BS in Biological Sciences -BS in Neuroscience and Behavior (joint with Psych) Certificate Programs	Handouts and selected articles
Week 6	Upper Division Honors Programs -Biology Honors Thesis -Biology Honors Research -FAU Max Planck Honors Program Other Programs and Opportunities -The Fast-Track (5yr) BS/MS Program and Pathways Scholarships -FAU Med Direct BS/MD Program (joint with COM) -Lifeline	Handouts and selected articles
Week 7	Research and Volunteer Opportunities -DIS and DIR -The Summer Nambu Research Experience for Undergraduates -Training Requirements (EHS, IACUC, IRB, RCR) Internships	Handouts and selected articles
Week 8	Biology Programming, Faculty, and Research Areas of Emphasis by Campus: Boca and Davie	Handouts and selected articles
Week 9	Biology Programming, Faculty, and Research Areas of Emphasis by Campus: Jupiter and Harbor Branch	Handouts and selected articles
Week 10	The Biology Core and the Intellectual Foundations Program (what to take when/creating a balanced schedule)	Handouts and selected articles
Week 11	I want to be a _____ (choosing electives)	Handouts and selected articles
Week 12	I want to be a _____ (choosing electives) continued	Handouts and selected articles
Week 13	Academic Dishonesty (Regulation 4.001) Grievance Procedures (Regulation 4.002) Departmental Petitions Policies to know about: -No 3peat -Excess credit hours legislation -Degree applicable credits, time status and financial aid	Handouts and selected articles
Week 14	Academic advising and the pre-health office Career services and other development resources	Handouts and selected articles
Week 15	Life after your degree -Professional programs -Careers inside and outside of academia -FAU graduate programs in the life sciences	Handouts and selected articles

Course Evaluation Method/Grading

This course is graded as Satisfactory (credit given for the course) or Unsatisfactory (no credit given for the course) and does not count toward students' calculated GPA. The course grade (S or U) will be based on points earned for good-effort completion of assignments which will be made available through the class Canvas site. Students who earn a minimum of a 70% in the course (equal to earning 35 out of 50 total possible homework points) will receive a grade of Satisfactory.

Homework Assignments	Possible Points
Run a DARS Audit	10
Create your Flight Plan	10
Assignment 3 – TBD	10
Assignment 4 – TBD	10
Assignment 5 – TBD	10

Participation

Students will be expected to have completed assigned readings and tutorials before class and be prepared to discuss them in depth. All course materials will be posted on Canvas.

Attendance

As this course will be offered in a lecture capture format, all students will have access to recordings of all class sessions online through the class Canvas site throughout the semester. Missed class sessions should be watched online through Canvas as soon as possible.

Students who have enrolled in the in-person section of this course are expected to attend class and participate in discussions. Students who have enrolled in the off-campus section of this course are expected to participate in discussions via the Canvas discussion board. If a student misses a class (in person or broadcast session), the student is responsible for all material covered during that class and any changes to the course schedule. If a student must miss a class, it is suggested that the student check the Canvas website for any announcements or changes they may have missed as soon as possible.

FAU Attendance Policy: *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.*

Exam Makeup Policy

There will be no exams in this course.

Religious Accommodation

In accordance with rules of the Florida Board of Education and Florida law, students have the right to reasonable accommodations from the University in order to observe religious practices and beliefs with regard to admissions, registration, class attendance, and the scheduling of examinations and work assignments.

Students who wish to be excused from course work, class activities, or examinations must notify the instructor in advance of their intention to participate in religious

observation and request an excused absence. The instructor will provide a reasonable opportunity to make up such excused absences.

As this course will be offered in a lecture capture format, all students will have access to recordings of all class sessions online through the class Canvas site throughout the semester. Missed class sessions should be watched online through Canvas as soon as possible.

Incomplete Grades

Students who register for a course but fail to complete the course requirements without dropping the course will receive a grade of "F" from the course instructor. A student who is passing a course but has not completed all the required work because of exceptional circumstances may, with the approval of the instructor, temporarily receive a grade of "I" (incomplete). The grade of "I" is neither passing nor failing, and it is not used in computing a student's grade point average. The "I" grade is not to be used to allow students to do extra work to raise the grade earned during the regular term. It indicates a grade deferral and must be changed to a grade other than "I" within a specified time frame, not to exceed one calendar year from the end of the semester during which the course was taken.

Possible ways to resolve "I" grades are:

1. Complete the work required in the "I" grade agreement made with the instructor.
2. Request that the default grade filed by the instructor be immediately recorded. With approval of either the instructor or department chair, a grade of "F" may be recorded if the instructor did not submit the required documentation with the "I" grade.
3. Petition to withdraw from the course, if exceptional circumstances show merit.

Withdrawal from Class: It is the responsibility of the student to withdraw from this class, should that status be desired.

Classroom Etiquette

Electronic Devices

University policy states that "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." In an effort to ensure that students are receiving content that will support their academic endeavors at FAU, this course will use TopHat in and outside of the classroom to elicit feedback from students throughout the semester. As such, there will be times when students will be asked to access their devices in the classroom as part of the in class discussion. Otherwise, use of cell phones or other communication devices is not allowed during active class times.

INSERT ADDITIONAL TEXT IF DESIRED

Accommodations for Disabilities

In compliance with the Americans with Disabilities Act Amendments Act (ADAAA), students who require reasonable accommodations due to a disability to properly execute coursework must register with Student Accessibility Services (SAS) — in Boca Raton, SU 133 (561-297-3880); in Davie, LA 203 (954-236-1222); or in Jupiter, SR 117 (561-799-8585) — and follow all SAS procedures.

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/>.

Code of Academic Integrity

*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](#)
https://www.fau.edu/ctl/4.001_Code_of_Academic_Integrity.pdf*

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.

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 below:

1. Fall semester 2009 to summer semester 2011: students will pay a 50 percent tuition surcharge for each credit hour beyond 120 percent in excess of the hours required. For a degree program of

120 required hours this means any credits above 144 will be subject to the surcharge.

2. Fall semester 2011 to summer semester 2012: students will pay a 100 percent tuition surcharge for each credit hour beyond 115 percent in excess of the hours required. For a degree program of 120 required hours this means any credits above 138 will be subject to the surcharge.

3. Fall semester 2012 and beyond: students will pay a 100 percent tuition surcharge for each credit hour beyond 110 percent in excess of the hours required. For a degree program of 120 required hours, this means any credits above 132 will be subject to the surcharge.

FOR MORE INFORMATION ON EXCESS HOURS SURCHARGE, SEE THE FAU CATALOG AT <http://www.fau.edu/academic/registrar/FAUcatalog/academics.php>.