Course Description

This course will cover current topics in eukaryotic cell Biology including functions of the membrane, cell organelle functions, cell signaling, cell cycle, and cell movement. This course will also cover the involvement of specific cell organelles and cell functions in human diseases. In this course the emphasis will especially be on animal cells.

Learning Objectives

1. Describe the basic properties of eukaryotic cells and their composition
2. List and describe functions of the major biological molecules
3. Describe the function and structure of cellular organelles
4. Describe DNA replication, repair, and expression
5. Describe protein synthesis, processing and regulation
6. Understand cellular signaling as it relates to specific human diseases
7. Understand organelle function as it relates to specific human diseases

Instructor

Dr. Rachel Hellmann Whitaker
Office Location: TBA
Phone: TBA (Instructor)
308 865 8548 (Biology Department)

Email: rwhitaker80@gmail.com
Office hours: 10-11am Mon, Tue, Thu; and by appointment
Blackboard discussion boards: you may also post general comments/questions/concerns on weekly discussion boards. Please ensure that these questions are general (rather than pertaining to you specifically).

As this is an online course, email or posts on the weekly discussion board are the best ways to contact me. I will respond to emails and discussion board posts within 48 hours.
Course Materials

- **Technical Requirements:** Full access to a computer and Internet are required for this course.

Course Structure

I will have all weekly materials up on Blackboard by Monday, and an announcement will always go up at this same time letting you know that all materials are up, and provide any information and other details you need to know for that particular week.

Each week I will post:
- Video lectures (about an hour of lectures per week). Lectures will each usually be about 15-20 minutes in length.
- Notes/outline corresponding to the lecture videos
- Assigned readings from the textbook or supplemental readings that I will provide you
- Weekly quiz
- Link to the weeks discussion board for questions/concerns/comments
- Possibly occasional short length movies to help understand concepts

Assessments

Your progress in class will be assessed by weekly quizzes and 4 Exams.

- **Quizzes**
  - Weekly, 10pts each (total of 9 quizzes)
  - Multiple-choice questions (5-10 questions worth 1-2pts each)
  - 2 attempts allowed, only the score from your final attempt will be recorded
  - 6-day access to each weekly quiz
  - Timed at 10 minutes per quiz

- **Exams**
  - 100pts each (total of 4 Exams)
  - Multiple choice, matching, fill-in the blank, short answer (1-2 sentence answers) questions (~50 questions)
  - 1 attempt only
- 6-day access to each Exam
- Timed at 60 minutes per Exam
- The final Exam is partially comprehensive and all other exams will cover topics from indicated lectures (see class schedule)

- Grades
3 Regular Exams* (100pts each) – 300pts
1 Final Exam** (100pts) – 100pts
1 Introduction post – 5pts
1 Initial writing assignment – 5pts
9 Quizzes – 90pts

TOTAL: 500pts

* Regular Exams will cover topics from indicated lectures
** Final Exam will be partially comprehensive, i.e. 50% comprehensive, 50% focused on topics from indicated lectures

Grade Assignment

Final grades will be assigned using the following grading scale:
All grades are final unless there is a calculation error.

Expectations from students

- As students enrolled in this class it is your responsibility to log in to blackboard every week and keep up with all weekly course materials. Seek help when you need it and do not wait till the last moment to do this.

- You must log on to Blackboard at least weekly and keep up with the announcements that I post. You will not get an email of all the announcements so you MUST check in to Blackboard and make sure that you keep up with the Announcements and stay informed about what is happening and going to happen in class.

- It is your full responsibility to complete Exams and Quizzes within the time that they are available. Exams and quizzes are available for 6 days and 2 Quiz attempts are allowed – with so much flexibility provided to you already, make-up or extensions on quizzes, exams and assignments, will NOT be an option. In the highly exceptional situation that an extension is provided I will require documentation of a legitimate excuse (fully up to my discretion)

- All quizzes and exams (except the final) will be available from Tuesday
- Monday. You MUST do your quizzes within this time frame. Once the quiz is closed, it will remain closed. Therefore, please plan ahead to make sure that you get your quiz or exam done in time.

  - Understandably, you all have several commitments in your life other than this class. Nonetheless, as a student who has registered for this class, it is absolutely your full responsibility to ensure that you can meet the time requirements of this class, and any deadlines

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<thead>
<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A+</td>
<td>97 - 100%</td>
<td>B+</td>
<td>88 - 89%</td>
<td>C+</td>
<td>78 - 79%</td>
<td>D+</td>
<td>68 - 69%</td>
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<td>A</td>
<td>93 - 96%</td>
<td>B</td>
<td>83 - 87%</td>
<td>C</td>
<td>73 - 77%</td>
<td>D</td>
<td>63 - 67%</td>
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<td>A-</td>
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<td>B-</td>
<td>80 - 82%</td>
<td>C-</td>
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  - You are encouraged to utilize the discussion board not only for any comments/questions/concerns that you may have, but also to interact with your classmates (provided you keep such interactions primarily related to the class). Always be respectful to everyone when using discussion boards.

**Class Policies**

  - **Policy on plagiarism**: Anyone caught plagiarizing any exercise you will receive a 0 for that exercise; subsequent violations will result in referral to the Vice Chancellor for Academic Affairs for dismissal from the university.

  - **Policy on incomplete**: To be considered for an incomplete in Biology 830P:
    1. You must submit the reasons you cannot complete the scheduled work. This must include a copy of your class schedule and description of your responsibilities outside the classroom. This should be done in writing and include confirmation from your employer or doctor when appropriate.
    2. You must specify the assignments you have missed and a schedule of plans to complete them.
    3. You must submit a copy of the above information to the Chair of the Department of Biology and the Dean of Natural and Social Sciences.
    4. Upon completion of items 1-3, your request for an incomplete will be considered.

I expect all students to progress through the requirements for Biology 846 in a timely fashion. Unless your circumstance is quite remarkable, do not consider an incomplete.

  - **Extensions or rescheduling** of Exams and quizzes will NOT be possible unless circumstances are exceptional – a legitimate excuse (based on my discretion) with provided documentation will be required for such considerations

  - **Assignments, quizzes, exams will receive zero (0) points if they are not completed within the given due dates**
Students with Disabilities or Students Who are Pregnant

It is the policy of the University of Nebraska at Kearney to provide flexible, individualized, and reasonable accommodations to students with documented disabilities or students who are pregnant. To receive accommodation services for a disability, students must be registered with UNK Disabilities Services. Contact David Brandt, in the Academic Success Office, 163 Memorial Student Affairs Building, 308-865-8214 or by email brandtdl@unk.edu to register. For students needing accommodation due to pregnancy, you need to contact Student Health. (The following link provides information for students and faculty regarding pregnancy rights. http://www.nwlc.org/resource/pregnant-and-parenting-students-rightsfaqs-college-and-graduate-students) Students with disabilities or students who are pregnant need to provide the proper documentation from Disability Services or Student Health to their faculty members in order to receive academic accommodations. Anyone who feels they were not afforded these rights, should contact the campus Title IX/ADA Officer at 308-865-8655. Attached is the link to the above statement for your convenience. http://www.unk.edu/offices/disabilityservices.aspx?id=13673

Please keep in mind that accommodations become valid only after I sign relevant paperwork, therefore if you require any accommodations please contact me, and the relevant office as soon as possible.

Reporting Student Sexual Harassment, Sexual Violence or Sexual Assault

Reporting allegations of rape, domestic violence, dating violence, sexual assault, sexual harassment, and stalking enables the University to promptly provide support to the impacted student(s), and to take appropriate action to prevent a recurrence of such sexual misconduct and protect the campus community. Confidentiality will be respected to the greatest degree possible. Any student who believes she or he may be the victim of sexual misconduct is encouraged to report to one or more of the following resources:
Local Domestic Violence, Sexual Assault Advocacy Agency 308-237-2599
Campus Police (or Security) 308-627-4811
Title IX Coordinator 308-865-8655

Tentative Class Schedule, BIOL 830P, Fall 2016

<table>
<thead>
<tr>
<th>Topic</th>
<th>Assignment/Quiz/Exam</th>
<th>Reading</th>
<th>Week</th>
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</thead>
<tbody>
<tr>
<td>Introduction, Syllabus</td>
<td>Introduction post and writing assignment (due: Aug 31)</td>
<td>-</td>
<td>1(Aug 22)</td>
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<tr>
<td>Cells and Genomes</td>
<td>-</td>
<td>Chapter 1</td>
<td>2 (Aug 29)</td>
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<tr>
<td>Course</td>
<td>Quiz</td>
<td>Chapter</td>
<td>Date</td>
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<tr>
<td>Cell Chemistry &amp; Biosynthesis</td>
<td>Quiz 1 (Covers Wk 2 material)</td>
<td>Chapter 2</td>
<td>3 (Sept 6)</td>
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<tr>
<td>Proteins</td>
<td>Quiz 2 (Covers Wk 3 material)</td>
<td>Chapter 3</td>
<td>4 (Sept 12)</td>
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<tr>
<td>DNA, Chromosomes &amp; Genomes</td>
<td>Exam 1 (Covers Module 1, Wk 2-4 material)</td>
<td>Chapter 4 and 5</td>
<td>5 (Sept 19)</td>
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<tr>
<td>Replication, Repair &amp; Reading the Genome</td>
<td>Quiz 3 (Covers Wk 5 material)</td>
<td>Chapter 5 and 6</td>
<td>6 (Sept 26)</td>
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<tr>
<td>Membrane Structure</td>
<td>Quiz 4 (Covers Wk 6 material)</td>
<td>Chapter 10</td>
<td>7 (Oct 3)</td>
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<tr>
<td>Membrane Transport</td>
<td>Quiz 5 (Covers Wk 7 material)</td>
<td>Chapter 11</td>
<td>8 (Oct 10)</td>
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<tr>
<td>Intracellular Compartments</td>
<td>Exam 2 (Covers Module 2, Wk 5-8 material)</td>
<td>Chapter 12</td>
<td>9 (Oct 19)</td>
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<tr>
<td>Vesicular Trafficking</td>
<td>Quiz 6 (Covers Wk 9 material)</td>
<td>Chapter 13</td>
<td>10 (Oct 24)</td>
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<tr>
<td>Mitochondria</td>
<td>Quiz 7 (Covers Wk 11 material)</td>
<td>Chapter 14</td>
<td>12 (Oct 31)</td>
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<tr>
<td>Cell Communication/Signaling</td>
<td>Exam 3 (Covers Module 3, Wk 9-12 material)</td>
<td>Chapter 15</td>
<td>13 (Nov 7)</td>
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<tr>
<td>Cytoskeleton &amp; Cell Junctions</td>
<td>Quiz 8 (Covers Wk 13 material)</td>
<td>Chapter 16</td>
<td>14 (Nov 14)</td>
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<tr>
<td>Cell Cycle and Cell Death</td>
<td>Quiz 9 (Covers Wk 14 material)</td>
<td>Chapter 17 &amp; 18</td>
<td>15 (Nov 28)</td>
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<tr>
<td>Q &amp; A</td>
<td>Q &amp; A</td>
<td></td>
<td>16 (Dec 5)</td>
</tr>
<tr>
<td>FINALS</td>
<td>FINAL EXAM (Covers all modules, Wk 2-14 material)</td>
<td></td>
<td>17 (Dec 12)</td>
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</tbody>
</table>

- Quizzes will be available from 12:00pm (CST) on Tuesdays until Monday 12:00pm (CST)
- During Exam weeks, Exams will be available from 12:00pm (CST) on Tuesdays until Monday 12:00pm (CST)
- The final Exam will be available on the 12:00pm (CST) Thursday before finals week till Wednesday 12:00pm (CST) of finals week