



Course Syllabus: Invertebrate Zoology Lab

College of Science and Mathematics

BIOL 3644 Section 11A
Fall 2026

Contact Information

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Course Description

A survey of the structure, function, systematics, and habitats of the protist and invertebrate phyla.

Textbook & Instructional Materials

Lab Manual: None is required for lab. Bring textbook to lab.

Lecture Text: Invertebrates, 3rd Edition, by Richard C. Brusca, Wendy Moore, and Stephen M. Shuster, 2016.

Study Hours and Tutoring Assistance

TBD

Student Handbook

Refer to: [Student Handbook 2025-2026](#)

Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Office of Student Conduct](#)

Moffett Library

Moffett Library provides resources and services to support student's studies and assignments, including books, peer-reviewed journals, databases, and multimedia materials accessible both on campus and remotely. The library offers media equipment checkout, reservable study rooms, and research assistance from librarians to help students effectively find, evaluate, and use information. Get started on this [Moffett Library webpage](#) to explore these resources and learn how to best utilize the library.

Grading

Table 1: Percentage allocated to each assignment

Assignments	Percentage
Lecture Grade	75
Lab Final Exam	15
Lab Notebook	10
Total Percentage	100

Table 2: Total percentage for final grade.

Grade	Percentage
A	90 to 100
B	80 to 89
C	70 to 79
D	60 to 69
F	Less than 60

Lab Exam

There will be a single comprehensive final lab exam that will be worth a total of 15% of your overall grade for the class. This major exam will be a practical exam that tests the student in a "hands-on" type of setting. Students will be tested using microscopes and preserved/dissected (or possibly living) specimens that have been set-up and arranged with questions at an array of stations in the laboratory. **There will be NO make-up exam for the lab final. DO NOT MISS IT!!!!** The final lab exam will include classification, external and internal anatomy, and natural history (such as habitat, feeding habits, etc.). Lab final will be administered from 2:00-4:50 PM on Wednesday, December 2, 2026.

Lab Notebook Assignment

Lab work compiled into a notebook will comprise the remaining 10% of the overall grade. Notebook should include all of your drawings and written observations and

facts about the organisms you observe each week. Grade for the notebook will be based on completeness and order, not on artistic ability (but still make every effort to make your drawings nice and, at very least, recognizable). You may want to take a picture of what you are seeing through the microscope eyepiece. The main purpose of the notebook is to give you a study tool that you can use for studying for the lab final exam since it will cover everything from the entire semester.

Extra Credit

Extra credit assignments are not available.

Make Up Test

There will be NO make-up exam for the lab final. DO NOT MISS IT!!!!

Important Dates

- Last day for term schedule changes: August 27, 2026.
- Deadline to file for graduation: September 21, 2026.
- Last Day to drop with a grade of "W": November 23, 2026.
- Refer to: [Drops, Withdrawals & Void](#)

Attendance

A laboratory class represents a unique experience for the student that is important in the study of science; therefore, attendance is mandatory. A valid university excuse is required to make up a missed lab. It is YOUR responsibility to inform the instructor of any impending absence BEFORE a lab is missed.

Aids for Success

Make sure that you don't rapidly speed through doing lab activities with the intent of getting finished with lab more quickly. Don't get in a rush to leave lab. Take time to make thorough observations of what you are doing or seeing. Remember that the more time you put into it, the more you should get out of it. This should increase your odds of making a superior grade in class. If you are interested in having a lab manual to assist you in your studies, *Invertebrate Zoology: A Laboratory Manual*, 6th ed. by Robert L. Wallace and Walter K. Taylor, 2003 is a good resource to have.

Recording Classes

***Recording classes is generally prohibited without the professor's explicit permission.** Such recordings, when permitted, are for personal use only and may not be uploaded to the internet or otherwise shared, transmitted, or published without the professor's prior consent. Some faculty may not permit recordings of their classes. When it is feasible and appropriate, students may

record classes to accommodate disabilities under the Americans With Disabilities Act, with prior approval of Disability Support Services. Such recordings may not be uploaded to the internet or otherwise shared, transmitted, or published.

Instructor Class Policies

PHONES SHOULD BE **OFF** IN THE CLASSROOM (unless while using its camera with microscopes).

Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

Services for Students with Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Student Wellness Center, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

Emergency Aid Resources for Basic Needs

Unexpected life circumstances can affect anyone. If you are experiencing challenges meeting basic needs—such as housing, utilities, food, transportation, healthcare, technology, textbooks or other life necessities, resources may be available to help. Visit the [Student Emergency Support and Resources webpage](#) to learn more, and explore emergency support opportunities through MSU and

how to access them. For additional information, please contact the Office of Student Affairs: Clark Student Center #108, (940) 397-7500, student.affairs@mstuexas.edu.

College Policies

Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

Smoking/Tobacco Policy

Midwestern State University seeks to provide a safe, healthy, pleasant environment for its faculty, staff, and students. To this end, the use of tobacco products, including smoke and smokeless tobacco, and the advertising, sale, free distribution, and discarding of tobacco products shall be prohibited in all indoor and outdoor facilities and in all university vehicles. The policy extends to faculty, staff, students, vendors, guests, and visitors.

Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

Campus Carry

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

Active Shooter

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch

the video entitled "*Run. Hide. Fight.*" which may be electronically accessed via the University police department's webpage: ["Run. Hide. Fight."](#)

Grade Appeal Process

Update as needed. Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

***Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

Lab Schedule:

Date	Topics/Exam
August 26	Introduction
September 2	Protozoa
September 9	FIELD TRIP – Local freshwater sources
September 16	Porifera; Cnidaria
September 23	Platyhelminthes
September 30	Nematoda; Rotifera; Planaria regeneration results
October 7	Mollusca; Annelida
October 14	FIELD TRIP – Arthropod collecting
October 21	Crustacea
October 28	Insect preservation and identification
November 4	Insect dissection; Myriapoda
November 11	Arachnids
November 18	Echinoderms; Protochordates
November 25	Thanksgiving Break
December 2	Lab Final Exam