



Course Syllabus: **Entomology Lab (Graduate)**

College of Science and Mathematics

BIOL 3434 Section 11A

Fall 2023

Contact Information

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Course Description

Principles of insect life. Classification, life histories, and economic relations.

Textbook & Instructional Materials

Required Text: Borror and DeLong's Introduction to the Study of Insects, 7th Edition, by Charles A. Triplehorn and Norman F. Johnson, 2005. Suggested Supplementary Text: Photographic Atlas of Entomology and Guide to Insect Identification, by James L. Castner, 2000.

Student Handbook

Refer to: [Student Handbook 2023-2024](#)

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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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.

[Student Handbook 2023-2024](#)

Grading

Table 1: Percentage allocated to each assignment.

Assignments	Percentage
Lecture Grade	50
Lab Exam #1	4
Lab Final Exam	6

Assignments	Percentage
Insect Collection	40
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 Exams

There will be two lab exams that will be worth a total of 10% of your overall grade for the class. The first lab exam will count 4% of your overall course grade. In this exam, you will be given a series of "unknown" insect specimens and will require you to sight identify the order of insects to which each belongs. The final lab exam will count 6% of your overall grade. In this exam, you will once again be given a series of "unknown" insect specimens, but this time you will be required to identify them to family level and will be allowed to use dichotomous keys to do so. **Keep in mind that there are NO make-up exams for lab. Don't miss one!!** Lab final will be administered from 2:00-4:50 PM on Thursday, December 7, 2023.

Projects Required

Because of its many benefits, all students will be required to make an insect collection (see next paragraph for details). Your insect collection will count 40% of your overall grade for the class due to its importance. Submission of an insect collection is required in order to pass this course!

Insect Collection Requirements

All insects for this collection should be adult specimens. Immature insects do not count toward the final points total. The grade for your insect collection will be based on a "point" system, with letter grades being determined in the following manner: 500-550 pts.= A, 450-499 pts.= B, 400-449 pts.= C, 350-399 pts.= D, <350 pts.= F. You need a **minimum** of 20 **different** ORDERS in your collection. You will be awarded 5 points for each different order in your collection. You need a **minimum** of 65 **different** FAMILIES in your collection and will be awarded 3 points for each different family you have. One point will be awarded for each different SPECIES represented in your collection. Extra orders, families, and species will receive the same credit and there is essentially no limit to how many you can turn in. So, for example, you might have: 22 orders X 5 pts. each = 110 pts., 110 families X 3 pts. each = 330 pts., 110 insects X 1 pt. each = 110 pts.

totaling to 550 pts. You will lose points for each missing required item (e.g. -5 for each order less than 20 and -3 for each family less than 65) and for each misidentification (no credit). Likewise, you will get additional points (e.g. +5 for each additional order over 20 and +3 for each additional family over 65) when you surpass the required items. You will also be subjectively graded on neatness and order of your collection. This includes labeling, pinning, point-mounting, arrangement of specimens, as well as, condition of specimens. You are expected to turn in a professional level of work. Anything less will be subject to point deduction from your total points. Points will also be deducted for collections that are turned in late. I expect that there will be trading of specimens among students during the semester. This is fine, just please make sure that you retain the original collector's label on all traded specimens. By all means, have fun and enjoy making your collection!!

Extra Credit Opportunities

In addition to your opportunities for earning points that have already been mentioned, you will also be able to earn extra credit for collecting and correctly identifying certain orders/families that are relatively rare or less likely to be collected by a beginning general collector. More points will be granted for these taxa than the usual as described above. For each of the "starred" families in the textbook that are marked with an asterisk (i.e. those in the taxonomic outlines prior to the keys and/or within keys in some chapters), you will be awarded 5 points. There may be additional families to these for which I may award extra credit as well. You will be awarded 8 points for each of the following extra credit orders: Protura, Diplura, Microcoryphia, Grylloblattodea, Embiidina, Zoraptera, Strepsiptera, and Mecoptera.

Late Work

Points will be deducted for turning in your insect collection after the due date and time. The amount of points deducted will be subjectively determined based on the amount of time that has elapsed past the due date/time. The more time that has elapsed, the greater the deduction.

Make Up Tests

Keep in mind that there are NO make-up exams for lab. Don't miss one!!

Important Dates

Last day for term schedule changes: August 31, 2023.

Deadline to file for graduation: September 25, 2023.

Last Day to drop with a grade of "W:" October 30, 2023.

Refer to: [Drops, Withdrawals & Void](#)

Lab Attendance and Field Trips

The laboratory portion of this class is extremely important in learning about insects and also represents a very large portion of the class grade; therefore, attendance is mandatory. **Plan to be in the lab and/or the field for the full**

4 hours each week. When there are extenuating circumstances and you know you will have to miss a lab, it is YOUR responsibility to inform the instructor of your impending absence BEFORE a lab is missed. We will take several local field trips for the purpose of collecting insects, but it will be to your advantage to be collecting insects whenever you can. There may be opportunities to participate in weekend overnight field trips. If so, overnight field trips are entirely OPTIONAL, but I encourage you to attend due to the great collecting opportunities they would present, as well as the fact that trips like these are usually a lot of fun!

Class Policies

Class Prerequisite: Eight semester hours of biology, each course with a grade of C or better.

Class Requirements: This class contains both a lecture and separate lab component to it. You must be registered in both the lecture and lab and attend both.

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 Clark Student Center, Room 168, (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](#).

College Policies

Campus Carry Rules/Policies

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

Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

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.

Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University [Undergraduate Catalog](#)

Notice

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

Course Schedule

Date	Topics/Exams
August 31	Class of Arthropods; Collection of Insects
September 7	Local Field Trip; Preservation of Insects
September 14	Local Field Trip
September 21	Identification Work
September 28	Identification Work
October 5	Local Field Trip; Identification Work
October 12	Identification Work
October 19	1st Lab Exam -Sight Identification of Orders of Insects; Identification Work
October 26	Identification Work

Date	Topics/Exams
November 2	Identification Work; Local Field Trip?
November 9	Identification Work
November 16	Identification Work
November 23	THANKSGIVING HOLIDAY
November 30	Identification Work; Organize Collection for Submission
December 7	Final Lab Exam; Collections Due by 5 PM