



Course Syllabus: **Invertebrate Zoology Lab**

College of Science and Mathematics

BIOL 3644 Section 11A

Fall 2022

Contact Information

Instructor: Dr. Roy Vogtsberger

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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 2022-23](#)

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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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 2022-23](#)

Grading

Table 1: Points 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 Thursday, December 1, 2022.

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 Tests

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

Important Dates

Last day for term schedule changes: August 25, 2022.

Deadline to file for graduation: September 26, 2022.

Last Day to drop with a grade of "W": October 24, 2022.

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. An additional supplemental resource for this course is *Digital Zoology, version 2.0* by John Houseman, 2003 consisting of a CD-ROM, Student Workbook, and full access to all online components.

Course Policies

ALL ELECTRONIC DEVICES SHOULD BE OFF IN THE CLASSROOM. THIS INCLUDES PHONES (unless while using camera) AND LAPTOPS.

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.

Lab Schedule

Date	Topics/Exam
August 25	Introduction
September 1	Protozoa
September 8	FIELD TRIP – Local freshwater sources
September 15	Porifera; Cnidaria
September 22	Platyhelminthes
September 29	Nematoda; Rotifera; Planaria regeneration results
October 6	Mollusca; Annelida
October 13	FIELD TRIP – Arthropod collecting
October 20	Crustacea
October 27	Insect preservation and identification
November 3	Insect dissection; Myriapoda
November 10	Arachnids
November 17	Echinoderms; Protochordates
November 24	Thanksgiving Break
December 1	Lab Final Exam