



Course Syllabus: **Zoology: Animal Life Lab**  
College of Science and Mathematics  
BIOL 3114 Section 21A  
Spring 2024

Contact Information

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Course Description

A basic survey of major phyla of the Kingdom Animalia to include anatomy, physiology, ecology, nutrition, reproduction, disease agents, economic impacts, classification/taxonomy, unique characteristics, and life cycles. The structure and function of various cells, tissues, organs, and organ systems and their interrelationships in different groups of animals will be comparatively examined.

Textbook & Instructional Materials

Exploring Zoology: A Laboratory Guide, 3<sup>rd</sup> Edition, by David G. Smith and Michael P. Schenk, 2021.

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Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given).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	70

Assignments	Percentage
Lab Midterm Exam	10
Lab Final Exam	10
Lab Quizzes	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 Practical Exams

There will be a major midterm lab exam and a major final lab exam that will EACH be worth 10% of your overall grade for the class. These two major lab exams will be practical style exams that test 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-ups for these practical lab exams. DO NOT MISS ONE!!!!** These practical lab exams will include classification, external and internal anatomy, and natural history (such as habitat, feeding habits, etc.), among other things.

### Final Lab Exam

Final lab exam will count 10% of your overall grade for the class, will be a practical exam, and will be administered from 1:00-2:50 PM on Monday, April 29, 2024.

### Lab Quizzes

There will be short lab quizzes during the majority of our lab meetings. The average of these quizzes will comprise the remaining 10% of the overall grade. Quizzes will primarily be over material that was covered in the previous week’s lab (i.e. knowledge of that material already covered), but will likely also have questions concerning the new material to be covered in that day’s lab (i.e. reading the chapter(s) ahead of time and coming to lab prepared). These quizzes will be a written format (not a practical or multiple choice).

### Extra Credit

Extra credit assignments are not available.

### Make Up Tests

There will be NO make-ups for the practical lab exams. DO NOT MISS ONE!!!!

### Important Dates

Last day for term schedule changes: January 19, 2024.

Deadline to file for graduation: February 12, 2024.

Last Day to drop with a grade of "W:" March 25, 2024.

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. Your attendance will be documented. A lot of material is presented in each class period, which makes it easy to fall behind if a class is missed. If you miss a class, it is **YOUR** responsibility to get class notes from classmates or any handouts from your instructor. Students with excessive absences may be dropped from the course. Students should refer to the current MSU Handbook and Activities Calendar for university policy on academic dishonesty, class attendance, student rights and activities. For example, see page 27 for information on class attendance policy and page 4 for the student honor creed.

### Aids for Success

MAKE SURE YOU READ THE LAB MANUAL CHAPTER(S) PRIOR TO THE DATE THAT IT (THEY) WILL BE COVERED! Weekly lab quizzes will be partially based on this information. Labs should correspond to the chapters indicated on your lab course schedule. 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.

### 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

Week or Date	Topics/Exams	Chapters
January 15	MLK HOLIDAY	No Lab
January 22	Introduction; Sponges	7
January 29	Cnidarians and Ctenophores	8
February 5	Flatworms; Roundworms	9, 10
February 12	Molluscs	11
February 19	Annelids	12
February 26	Arthropods - Chelicerates and Myriapods	13-2 thru 13-5
<b>March 4</b>	<b>MIDTERM EXAM</b>	<b>7 thru 13-5</b>
March 11	SPRING BREAK	Enjoy it!
March 18	Arthropods - Crustaceans	13-6
March 25	Arthropods - Insects	13-7
April 1	Echinoderms	14
April 8	Chordata; Amphibian - frog	15, 19
April 15	Mammal - fetal pig	22-2
April 22	Mammal - brain and eye	22-4
<b>April 29</b>	<b>LAB FINAL EXAM</b>	<b>13-6 thru 15, 19, 22-2, 22-4</b>