



**SOUTH DAKOTA BOARD OF REGENTS  
ACADEMIC AFFAIRS FORMS**

**Revisions to General Education Requirements**

Use this form to request any change to the General Education Requirements specified in Policies 2:7 – Baccalaureate General Education Curriculum and 2:26 – Associate Degree General Education Requirements. This includes any changes to the System General Education Requirements, Institutional Graduation Requirements, Globalization/Global Issues Requirement, and Writing Intensive Requirement.

**Note 08/2016: This form is under revision – please consult the university vice president for academic affairs and/or the Board of Regents office for clarification**

**NOTE: This process does not include approval for the development of a new course. If the proposal does include the development of a new course, the new course process must be completed before the course will be considered for inclusion in any set of the General Education Requirements**

NSU	Science and Math	<i>Michael Wenous</i>	02/24/2020
Institution	Division/Department	Institutional Approval Signature	Date
	Alyssa Kiesow	Joshua Hagen	
Institution	Form Initiator	Dean's Approval Signature	Date
Institution	Division/Department	Institutional Approval Signature	Date

**Indicate (X) the component of the General Education Curriculum that the proposal impacts.**

System General Education Requirements

Institutional Graduation Requirements

Globalization/Global Issues Requirement

Writing Intensive Requirement

**Indicate (X) the revision(s) that is being proposed (more than one may be checked).**

Revision to an approved course

Addition of a course to the set of approved courses

Deletion of an approved course from the set of approved courses

### **Section 1. Provide a Concise Description of the Proposed Change**

Northern would like to add BIOL 106/106L Human Health and Biology to Goal #6 “Students will understand the fundamental principles of the natural sciences and apply scientific methods of inquiry to investigate the natural world.”

### **Section 2. Provide the Effective Date for the Proposed Change**

Fall 2020

### **Section 3. Provide a Detailed Reason for the Proposed Change**

Northern has received approval from the SD Board of Regents to offer BIOL 106/106L Human Health and Biology as part of an effort to increase health literacy among students. The goal of this course is to help develop a functional knowledge base in the area of human anatomy and physiology. Current topics in human health will be incorporated into the course. Students completing this course will have an understanding of the basic science of the human organism, as well as gain perspective on how certain actions, environments or genetic factors affect the human organism. Because this course is designed to promote health literacy and biology understanding among students, it lends itself as a general education course in the sciences. Thus, we would like to add this course to the list of science general education courses offered at Northern.

### **Section 4. Provide Clear Evidence that the Proposed Modification will Address the Specified Goals and Student Learning Outcomes**

The objectives for BIOL 106/106L Human Health and Biology fall under the purview of Goal #6 and associated Student Learning Outcomes. Student Learning Outcomes are: 1) Demonstrate the scientific method in a laboratory experience, 2) Gather and critically evaluate data using the scientific method, 3) Identify and explain the basic concepts, terminology and theories of the selected natural sciences, and 4) Apply selected natural science concepts and theories to contemporary issues.

The course objectives are as follows: 1) Describe the body systems, including: skeletal, muscular, circulatory, digestive, reproductive, neural, immune and endocrine systems; 2) Demonstrate an understanding of the basic concepts of how disease, exercise, technology and lifestyle affect health; and 3) Utilize accepted theories of human biology to examine and evaluate contemporary health-related issues in society. Therefore, using deductive and inductive reasoning in a hands-on environment, students will learn about the human body, and apply such concepts to their daily lives.

### **Section 5. Provide a Copy of all Course Syllabi and Other Supporting Documentation**



northern *State* university

## BIOLOGY 106/L: HUMAN HEALTH & BIOLOGY, 3CR. SYLLABUS - FALL 2020

### **Instructor Information**

**Instructor Name:** Dr. Amy Dolan

**Email:** Amy.Dolan@northern.edu

**Phone:** 605-626-2620

**Office:** JSC121

**Office Hours:** TBA

*Other times available by appointment*

### **Course Information**

**Semester/Term:** Fall/2020

**Course Offering:** August 24<sup>th</sup> – December 16<sup>th</sup>

**Catalog Description:** An introductory, non-majors lab and lecture course on the biology of humans. Human Health and Biology provides an overview of the fundamental principles of biology as they relate to the human organism. It presents an overview of the anatomy and physiology of human body systems, genetics, disease processes and biotechnology with a focus on applications to contemporary life and increased health literacy.

This course is designed for non-majors and anyone who is interested in learning about how the human body works.

**Course Prerequisites:** None

**Required Lecture Text:**

Human Biology Concepts and Current Issues (8<sup>th</sup> Edition) by Michael Johnson; ISBN 13: 978-0-13-404243-5

**Required Lab Resources:**

Lab handouts available on D2L

## Technical Requirements:

### Response Time Expectations

**E-mail Response Times:** I will respond to emails in a timely fashion. I sincerely welcome and encourage emails, but ask that you allow me at least 24 hours to respond to you during the week and 48 hours on weekends. I will make every attempt to respond to you at my earliest convenience. **Please use my primary NSU email address:** [Amy.Dolan@Northern.edu](mailto:Amy.Dolan@Northern.edu)

**Grading Response Times:** I will grade and provide feedback for assignment, quizzes, and exams in a timely manner. I will make all attempts to grade submitted assignments within a week. If this is not feasible, I will make sure to make the class aware.

### Course Goals and Objectives

**The goal for this course is:** This course will help develop a functional knowledge base in the area of human anatomy and physiology. Current topics in human health and biology will be incorporated during the course. Students completing this course will have an understanding of the basic science of the human organism, as well as gain perspective on how certain actions, environments or genetic factors affect the human organism.

**The objectives for this course are:**

1. Describe the body systems, including: skeletal, muscular, circulatory, digestive, reproductive, neural, immune and endocrine systems.
2. Demonstrate an understanding of the basic concepts of how disease, exercise, technology and lifestyle affect health
3. Utilize accepted theories of human biology to examine and evaluate contemporary health-related issues in society.

## **Instructional Methods**

**The instructional methods used within this course include:**

In Class lectures  
In Class Activities  
PowerPoint Presentations  
Laboratory Assignments  
Homework Assignments  
Quizzes  
Exams

## **Attendance Policy**

**The attendance policy for this course is:**

Because this course comprehensively covers the subject matter, attendance is important to be successful. Students are expected to participate in lecture and lab, take quizzes and exams and submit appropriate assignments. Some lecture material will be covered in PowerPoint lectures that is not covered in your book, and additional lecture material is covered during laboratory sessions. Lecture exams may include lecture and laboratory material, and laboratory exams may include lecture and laboratory material.

## **Attendance Confirmation**

All students are required to complete the online Attendance Confirmation through WebAdvisor at the start of the fall semester. No Financial Aid refunds will be processed until Attendance Confirmation is completed and registrations will be cancelled if not completed by September, 3<sup>rd</sup>, 2020.

Tuition and fees must be paid in full by September, 4<sup>th</sup>, 2020.

Please contact the Finance Office in the Krikac Administration Building, (605)626-2566, or email [nsstudentaccounts@northern.edu](mailto:nsstudentaccounts@northern.edu) if you have any questions.

## **Academic Success Support/Starfish**

As your instructor, I am personally committed to supporting YOUR academic success in this course. For that reason, if you demonstrate any academic performance or behavioral problems which may impede your success, I will personally discuss and attempt to resolve the issue with you. I may also refer your case using Starfish, which is an online student success program. Starfish will allow me to send you various performance updates, concerns, and referrals. If you receive a "flag" in Starfish, please come see me or seek assistance and support from your advisor or other resource staff member on campus. Please make sure to update your Starfish profile at the beginning of each semester (including a photo and up-to-date contact information). The Starfish link is located in D2L at the very top left corner of the homepage. My goal is to make your learning experience in this course as meaningful and successful as possible.

If you have questions regarding Starfish, please contact the Student Success Center at 605.626.2633 or [studentsuccess@northern.edu](mailto:studentsuccess@northern.edu).

## **Academic Dishonesty**

Cheating and other forms of academic dishonesty and misconduct run contrary to the purposes of higher education and will not be tolerated. Academic dishonesty includes, but is not limited to, plagiarism, copying answers or work done by another student (either on an exam or an assignment), allowing another student to copy from you, and using unauthorized materials during an exam. Northern State University's policy and procedures on cheating and academic dishonesty as outlined in the Northern State University Student Handbook apply to this course. The consequences for cheating and academic dishonesty in this class include receiving no or reduced credit for the assignment and failing the course. Students may also fail the course after receiving failing or reduced grades for affected assignments.

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NSU student handbook defines plagiarism as follows:

“Plagiarism, which is defined as, but is not limited to, the following:

- i. The use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment consistent with accepted practices of the discipline;
- ii. The unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.
- c. Other forms of dishonesty relating to academic achievement, research results or academically related public service;
- d. Furnishing information known or believed to be false to any institutional official, faculty member or office;
- e. Forgery, fabrication, alteration, misrepresentation or misuse of any document, record, or instrument of identification, including misrepresentations of degrees awarded or honors received;
- f. Tampering with the election of any institutionally-recognized student organization; or
- g. Claiming to represent or act in behalf of the institution when not authorized to so represent or so act”

Above all, be sure that everything you write is in your own words or cited properly. If an idea is yours in its entirety, there is no need to cite. When you do use the words and ideas of others, cite them properly. Passing other's words and ideas off as your own is dishonest and the essence of plagiarism. Stick to your primary sources, and your analysis of them (rephrase ideas in your own words!), and you'll be fine.

I WILL ASSUME YOU ARE KNOWLEDGEABLE OF THE DEFINITIONS OF PLAGIARISM – SOULD YOU HAVE ANY QUESTIONS OR CONCERNS REGARDING THE DEFINITION, PLEASE DON'T HESITATE TO ASK.

## Evaluation and Assignments

<u>Grade Item</u>	<u>Points</u>
Labs 11 x 10 points (drop lowest)	100
Practical exams	100
Weekly quizzes 16 x 10 points (drop lowest)	150
Assignments	75
Final	75
<b>Total Points*</b>	<b>500</b>

\* Total points are subject to change. Any changes will be announced via D2L

### Grading Scale\*\*

Score	Grade
100-90.0%	A
89.9-80.0%	B
79.9-70.0%	C
69.9-60.0%	D
<59.9%	F

**\*\*Please note: to be fair to all students, I stick strictly to this grading scale when assigning final grades\*\***

## Student Expectations

It is vitally important that you play an active role in the learning process. As a result, your participation in class discussions threads is required.

The 4 P's of student involvement in class are:

1. Preparation (read the assigned material)
2. Presence (routinely log in to D2L class)
3. Promptness (post thoughts, ideas, comments, etc. regularly) and
4. Participation (get actively involved).

The student is expected to participate in the course via e-mail exchanges (or other communication) with the instructor, by reading the assigned readings, submitting comments to the discussion forums, submitting assignments, and completing assignments in a timely fashion. Students are expected to check their e-mails daily and the announcements at least every 48 hours.

## **Americans with Disabilities Act (ADA) Statement**

Northern State University is committed to providing reasonable accommodation for students with physical, learning, mental health and/or other types of disabilities. Accommodations for students with disabilities are made only in consultation with the Director of Disability Services. If you believe you have a disability, either temporary or permanent, requiring accommodation, contact Doris Stusiak (contact information below). NSU can show you how to secure proper documentation and help you arrange appropriate accommodations as mandated by the Americans with Disabilities Act.

Doris Stusiak, Director of Disability Services  
Student Center Room 240 – 2nd Floor  
Phone 605-626-2371  
Fax 605-626-3399  
Email [Doris.Stusiak@northern.edu](mailto:Doris.Stusiak@northern.edu)

## **Diversity Statement**

Northern State University strives to build an academic community of people from diverse backgrounds and experiences who are committed to sharing diverse ideas in a mutually respectful environment. We value open discourse and consideration of multiple perspectives on issues of regional, national, and international importance, in which individuals are free to express their points of view. Our goal is a diverse learning community with equal opportunity for all.

## **Freedom in Learning**

Under Board of Regents and University policy student academic performance may be evaluated solely on an academic basis, not on opinions or conduct in matters unrelated to academic standards. Students should be free to take reasoned exception to the data or views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled. Students who believe that an academic evaluation reflects prejudiced or capricious consideration of student opinions or conduct unrelated to academic standards should contact the academic dean administratively in charge of the class to initiate a review of the evaluation.



## Tentative Course Schedule

The tentative schedule for this course is outlined below. Please note, the instructor reserves the right to modify the schedule at any time.

<b>Week</b>	<b>Date</b>	<b>Lecture topic</b>	<b>Text Chapter</b>	<b>Lab Topic</b>
1	24-Aug	Science and Society, Chemistry	1,2	No Lab
2	31-Aug	Structure of cells, cells to organs	3,4	Using the microscope, tissue types
3	7-Sep	Skeletal system (9/7)	5	Bones
4	14-Sep	Muscular system	6	Muscles
5	21-Sep	Blood, Heart and blood vessels	7,8	Blood typing and heart dissection
6	28-Sep	Immune system	9	ELISA/Immune system
7	5-Oct	Respiratory system	10	Just Breathe! – Respiratory system
8	12-Oct	Nervous system (10/12)	11	Practical 1
9	19-Oct	Sensory Mechanisms	12	Brain Dissection and Special Senses
10	26-Oct	Endocrine system	13	Physiological effects of insulin
11	2-Nov	Digestive and nutrition	14	Assessment Day Tuesday – no lab
12	9-Nov	Urinary system (11/11)	15	Digestion in a test tube
13	16-Nov	Reproductive system	16	Urinalysis/Reproductive System
14	23-Nov	Cancer (11/25-11/27)	18	Thanksgiving – no lab
15	2-Dec	Genetics	19	Genetics/DNA Technology
16	7-Dec	DNA tech and gen. engineering	20	Practical 2
Finals	10-Dec	Final exam		

### Technical Support

NET Services is your contact for any technical support, including Desire2Learn, needed for your course. Contact information is below.

**Phone:** 1-605-626-2283

**Email:** [help@northern.edu](mailto:help@northern.edu)

**Location:** Tech Center 148