



Course Prefix/Number: BIOL-L103
Course Title: Biology in Everyday Life
Core/Elective Course: GenEd-Science Req
Class Meeting Times:

Section 2: R 2:00-4:45
Section 3: R 10:00-12:45
Section 4: T 1:00-3:45

Instructor: Noura Basha
Office Location: A bld third floor #A340
Office Phone: +965-182040 Ext: 3714
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Office Hours: Sun 9:00-1:00
Thur 8:00- 10:00
online by appointments only

Instructional Modality: Onsite
Class Location: C-015

AUK Mission Statement:

The American University of Kuwait is a liberal arts institution dedicated to teaching, learning, and scholarship. The University offers programs that provide students with the knowledge and skills necessary for lifelong learning and professional success. AUK enriches society by fostering an environment that encourages critical thinking, effective communication, personal growth, service, and leadership.

Department/College Mission Statement:

The Department of Mathematics and Natural Sciences is committed to excellence in teaching, research, and scholarly activities. The Department prepares AUK students in different disciplines with the fundamental scientific and analytical skills critical to a quality liberal education. The department strives to prepare students to be successful in their careers and promotes lifelong learning.

Catalog Course Description:

An exploration of biological concepts related to everyday life. The student is introduced to the basic principles that govern the biological world. Topics include cell structure and function, energy and metabolism, evolution and diversity of life, plant structure and function, animal anatomy and physiology, and genetics.

Course Learning Outcomes: Upon successful completion of the course, students will be able to:

Course Learning Outcomes (CLOs)
CLO1: How to write Scientific Method
CLO2: Understand Laboratory Safeties
CLO3: Understand Large Molecules
CLO4: Use Microscope
CLO5: Slide Preparation for eukaryotic cells
CLO6: Understand Osmosis
CLO7: Understand Photosynthesis
CLO8: Understand diversity of cells
CLO9: Understand cell division
CLO10: Understand human anatomy

Course Delivery/Methodology:

The course content will be delivered in a hybrid model of education where students will alternate between studying online and on campus. Classes will meet once per week. When students are attending online, they have to use the youtube link to view the experiment that was performed by the instructor. The access to the link and paper work are posted on Moodle, which can be accessed by American University of Kuwait (auk.edu.kw). The material will be presented in lecture form and will be available on Moodle written as well as the posted video link. To complete the course successfully, you must participate in all course activities (group work, discussion boards...) and submit work by due dates and times.

Required Textbook/Required Readings:

No textbook is required for this course. Each week you will find slides and recommended articles, websites and videos which are posted on Moodle.

Evaluations and Grading:

Evaluation Type	Weight
Participation	5%
Assignments (2)	5%
Lab Reports (10)	30%
Quiz	25%
Final Exam	35%
Total	100%

Exam: one on campus final practical exam as well as theory short answer questions. The material covered and the dates are shown in the schedule at the end of the syllabus.

Quiz: There will be a fifteen minutes theory quiz that will cover experiments taken. The quiz will be composed of multiple-choice questions and short answers. It will take place on campus during the class time.

Lab report: groups of 2 students will have to write a scientific lab report after each experiment and submitted thru Moodle.

Drawings and Sketches: Will be sometimes required. These have to be accurate and precise as much as you can. Identification of structures is very important.

- Label lines should be drawn with a ruler and should be precise. Do not use arrowheads and do not cross label lines over one another. Label lines must touch the structure being labeled.
- A pencil is to be used for the drawing and labels. Do not use pen!

Assignments: there will be 2 assignments assigned to all students to be performed as homework.

Participation: Participation will take into consideration onsite and online (synchronous and asynchronous) work. The student is expected to: - Attend classes regularly as per AUK's attendance policy (see Attendance policy below), - Engage in discussions during sessions and forum discussions on Moodle, - Connect with the teacher during the semester through virtual meetings and email, - Submit assignments on time and on a regular basis

AUK Official Grading Scale:

Letter Grade	Percentage	University Points
A	94-100	4.0
A-	90-93	3.7
B+	87-89	3.3
B	84-86	3.0
B-	80-83	2.7
C+	77-79	2.3
C	74-76	2.0
C-	70-73	1.7
D+	67-69	1.3
D	64-66	1.0
D-	60-63	0.7
F	0-59	0.0

AUK Attendance Policy:

Any student who misses more than 15% of class sessions of any course during a semester should expect to fail, unless she/he submits documented evidence to the course instructor of inpatient medical care, death of an immediate family member, academic instructional activities, or national athletic activities. If excused, students are required to satisfy all coursework due or assigned during their absence as determined by the course instructor. If a student does not submit documented evidence for her/his absence exceeding the limit, it is the student's responsibility to withdraw from the course by the specified deadline, as indicated on the academic calendar. Students who withdraw from a course receive a grade of "W". Students who do not withdraw from a course nor submit supporting documents for excessive absences will receive a grade of "FN" (failure for non-attendance).

Code of Academic Honesty and Integrity:

Upon admission to the American University of Kuwait, students agree to act responsibly in all areas of academic, personal and social conduct and to take full responsibility for their individual and collective action. Such regulations are found in the American University of Kuwait Catalogue, Student Handbook, and the AUK website at www.auk.edu.kw. Any question of interpretation regarding the code of academic honesty and Integrity shall be reported to the appropriate academic dean. The Code shall be reviewed annually at the discretion of the academic deans. Any student or student organization found to have committed the cited violations or misconduct, either on or off campus, is subject to the disciplinary sanctions outlined in adjudication procedures.

Plagiarism:

The term "plagiarism" includes, but is not limited to, an attempt of an individual to claim the work of another as the product of his or her own thoughts regardless of whether that work has been published. Plagiarism includes, but is not limited to, quoting improperly or paraphrasing text or other written materials without proper citation on an exam, term paper, homework, or other written material submitted to an instructor as one's own work. Plagiarism also includes handing in a paper to an instructor that was purchased from a term paper service or downloaded from the Internet and presenting another person's academic work as one's own.

Cheating:

The term “cheating” includes but is not limited to, copying homework assignments from another student; working together with another individual on a take-home test or homework when not approved by the instructor, looking at and/or copying text, notes or another person’s paper during an examination when not permitted to do so. Cheating also includes the giving of work information to another student to be copied and/or used as his or her own. This includes but is not limited to giving someone answers to exam questions either when the exam is being given or after having taken an exam; informing another student of specific questions that appear or have appeared on an exam in the same academic semester; giving or selling a term paper, report, project or other restricted written materials to another student.

Academic Support:

Learning Support Services focuses on empowering students to become independent and successful learners by developing their literacy skills, enhancing their understanding, and helping them improve their academic and study skills. Learning Support Services is comprised of two centers: the Tutoring Center and the Writing Center. The Tutoring Center provides free academic support in various subjects to AUK student. Email: tutoringcenter@auk.edu.kw.

The Writing Center provides multilingual support (English, Arabic, French, and Spanish) through individual or small-group consultations. Email: writingcenter@auk.edu.kw

Disability Accommodations:

Disability services include identifying strategies to accommodate the learning requirements of students with disabilities. The Counseling Center at AUK offers services that include personal counseling and disability services. Their mission is to support students as they overcome what inhibits their success and prepare them for lifelong learning and development. For questions regarding accommodation services, please contact the Counseling Center at Counseling@auk.edu.kw.

Course Policies/Student Responsibilities:

1.Lab Methodology

- Online/ on campus worksheet for each lab will be available separately on Moodle.
- Theory and procedure will be presented and explained in class as well as videos applied on Moodle.

In lab students:

- You can take readings after presentation.
- Before leaving the lab all necessary readings must be completed.
- As HOMEWORK, take all necessary notes to complete the lab report.

Online students:

- Videos will be applied on Moodle will include experiment presentation and readings.
- As HOMEWORK, take all necessary notes to complete the lab report.

2.Submission complete lab report

- Submit a complete lab report thru Moodle (there will be a cut off date make sure to submit on time)
- No submission will be considered absent.
- Grades will be sent to you.

3.Late and Missing Work Policy:

- Lab will start on time so make sure to arrive on time.
- Late email submission will have a penalty (-2 deduction)

4.Make-Up Work Policy:

- Excused absence (with documented evidence in case medical care, academic or national athletic activities) will be graded without penalty.

- Unexcused absence, make up lab reports, quizzes and exam will be graded with penalty of 25% deduction.

Communication Policy:

Please be sure to use your AUK official email, write your full name and indicate which class and section you are taking (ex. BIOL-103-01) when you send me an email. If you have a question, please check the syllabus first and if your question is not answered there, then please feel free to send an email, during working hours, and I will be happy to clarify. I will do my best to respond within 48 hours of receiving your email. Please note that emails sent on weekends might be responded to on Sunday

Technology Issues:

All assignments must be submitted through Moodle. However, you may experience trouble submitting an assignment due to technology or internet issues. If such a situation does arise and you are unable to submit your assignment through Moodle, please send me an email at nbasha@auk.edu.kw and include the **completed** assignment. Please make sure that you email me the assignment **before** the deadline as this documents that you did finish everything by the due date and time, but that you just had a technology issue. This will ensure that your assignment will be accepted, and you will not [receive a late penalty/-25%]. Once the technology or internet issue is resolved, please upload the assignment to Moodle. In general, always be sure to frequently save your files and keep backups of your assignments.

Course Schedule:

Week number	Date	Topic	Assignments and Readings
Week #1	Feb 9-17	On line meeting	
Week #2 odd	Feb 20-24	Syllabus+ lab safeties and how to write lab report	
Week #3	Feb27- Mar3	University Closed (National Liberation Days - Prophet's Ascension - Spring Break)	No class
Week #4 even	Mar6-10	Large Molecule	
Week #5 odd	Mar 13-17	Microscope cheek cells	
Week #6 even	Mar 20-24	Microscope plant cells	
Week #7 odd	Mar27-31	Osmosis	Midterm
Week #8 even	Apr3- 7	Photosynthesis	Midterm
Week #9 odd	Apr 10-14	Quiz	Assignment#1 cell division
Week #10 even	Apr 17- 24	Quiz	Assignment#2 mitosis
Week #11 odd	Apr 24-28	Anatomy I	
Week #12	May 1-5	University closed Eid AlFitr	No class
Week #13 even	Mat 8- 12	Aantomy II	
Week #14 odd	May 15-19	Online revision	No lab only online to all students

Week #15 even	May 22-26	Final Exam	
Week #16 odd	May29- Jun2	Final Exam	
Week#17	Jun 5-9	Final Theory week	N/A

Syllabus Changes:

There may be changes to the schedule and syllabus during the semester. When this happens, I will inform you in class and over email.