



## BIOL-102 Syllabus

### Basic Course Information:

**Course Prefix/Number:** BIOL-102

**Course Title:** General Biology II

**Core/Elective Course:** GenEd-Science Req

**Class Meeting Times:** MW 8:00 AM – 9:15 AM

**Class Location:** Generic Building; G302

**Instructional Modality:** Hybrid (Online/Onsite)

**Prerequisite:** BIOL-101 and BIOL-101L

**Concurrent:** BIOL-102L

**Instructor:** Dr Joelle Nader-Nasr

**Office Location:** A330

**Office Phone:** 965-1802040 EXT: 3731

**Email:** [jnader@auk.edu.kw](mailto:jnader@auk.edu.kw)

**Office Hours:** online appointments only;  
Monday and Wednesday 9:30AM-  
12:30PM

### 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 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:

This is part of a two-semester course. Emphasis on the organism and higher levels of biological organization: The plant and animal diversity, plant and animal form and function, body

systems, animal behavior, ecology, and conservation of biology. A required laboratory is part of the course.

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

Course Learning Outcomes (CLOs)
<b>CLO1:</b> Understand the classification of organisms
<b>CLO2:</b> Understand the importance of domains Bacteria and Archaea and kingdoms of animals, plants, protists, and fungi
<b>CLO3:</b> Understand innate versus learned behavior in animals
<b>CLO4:</b> Understand animal physiology: know the structure and function of the various organ systems

### 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 2 days per week. When students are attending online, classes will be broadcasted through **Zoom**. The **access link** to all the sessions will be posted on **Moodle**, which can be accessed [American University of Kuwait \(auk.edu.kw\)](http://American University of Kuwait (auk.edu.kw)). The material will be presented in lecture form and will be available on Moodle. During the course, you will have different types of evaluations including quiz, tests, assignments, and discussions. 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.

A copy of the textbook used to prepare the course is available in the library, as well as previous editions:

***Biology: Life on Earth with Physiology***, 9th edition, by Audesirk, Audesirk & Byers, Pearson, 2011.

Related textbooks also available in AUK library:

- A brief guide to Biology / David Krogh, 2007

### Evaluations and Grading:

Evaluation Type	Weight
Midterm Exam (1)	30%
Quiz (3)	20%
Homework (1)	10%
Final Exam (1)	35%
Participation	5%
<b>Total</b>	<b>100%</b>

**Midterm Exam:** The midterm exam will take place **onsite** during the **class time**. The exam will include different types of questions: multiple-choice, matching, fill-in-the blank, and short answer questions. The material covered and the dates are shown in the schedule at the end of the syllabus.

During the exam time, when on-campus students are completing the exam, **off-campus** students will be engaged in **asynchronous learning**: they will have to complete a graded individual assignment that will count within the exam grade. **Students will log into their Moodle accounts during their class-time and follow the assigned instructions.**

**Quiz:** There will be 3 fifteen minutes quiz that will cover lecture material and assigned reading and problems. The quiz will be composed of multiple-choice questions. It will take place on **Moodle** during the **class time**.

**Final Exam:** The final exam will take place during **the Final exams week**. It will be a combination of multiple choice and short answer questions. The assessment will be **comprehensive**, and it will cover the last chapters as well as important learning objectives. **Summary slides** will be available by the end of the semester to better prepare for the Final. More details regarding the material and the date of the assessment will be announced later.

**Homework:** There will be 1 **take home assignment** during the semester. The material covered in the assignment as well as the due date are shown in the schedule at the end of the syllabus.

**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:**

<b>Letter Grade</b>	<b>Percentage</b>	<b>University Points</b>
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).

AUK’s attendance policy applies to eLearning:

- All Students whether on-campus or online are expected to be on time.
- Students attending classes online are allowed tardiness for up to 5 minutes due to technical issues.
- ***Students attending classes online must turn their cameras on at eye level, or risk being removed from the class session.***

### **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](http://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.

Student Code of Conduct and Code of Academic Honesty and Integrity will be applied, in addition to the following specific to the hybrid model of education:

- Video recording of class sessions (by instructors and/or students) is prohibited and is a violation of the university codes.
- The privacy of the session is to be maintained (no other members of the household should be available during the sessions).

- Professional physical appearance is expected during online classes. All participants in the online class should ensure proper attire and setting (blurred background can be used to accommodate settings).
- Copyright as well as intellectual property rules and regulations apply.
- ***MASKS are to be worn properly all the time when on campus grounds. Repeated violations of the MASK policy will result in removal from class and/or campus.***

### **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](mailto: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](mailto:writingcenter@auk.edu.kw)

### **Disability Accommodations:**

AUK provides equal and inclusive educational environment in order to enable all students to meet and perform requisite academic standards and to participate in the opportunities and activities of its community. If you believe you can benefit from accommodations for a learning, physical, or mental health disability, [click here to book a session through the Counseling Center/Disability Services Booking Page](#), to ask about disability services at AUK, initiate an accommodation plan, or receive disability services. You can also email [counseling@auk.edu.kw](mailto:counseling@auk.edu.kw) if you need assistance in booking a session.

### **Course Policies/Student Responsibilities:**

To participate in one of AUK's hybrid courses, you need this technology:

- A computer/laptop capable of running Windows 10 or later, or MAC OS X
  - Please note that other electronic devices such as tablets or phones may function for attending Zoom sessions. However, they are not recommended for typing (assignments, discussion board, using chat feature etc.).
- The latest version of Firefox, Chrome, Microsoft Edge, Internet Explorer, or Safari
- **Microsoft Office Suite** or a compatible Open Office Suite
- Adobe Acrobat Reader or other applicable **PDF reader**
- **Webcam** or other built-in camera on laptops, tablets, or phones
- **Microphone** or other built-in microphones on laptop, tablets, or phones

### **Late and Missing Work Policy:**

If any student fails to submit an assignment on the due date for a valid reason, the student may still hand it within the next few days, prior to solutions being out in class, with a **deduction of 25%** of the grade.

### 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-105-01) 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:

In this class, all assignments need to be submitted through Moodle. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, before the submission deadline, email me at [jnader@auk.edu.kw](mailto:jnader@auk.edu.kw) and attach a copy of the **completed** assignment you are trying to submit. This lets me know you completed the assignment on time and are just having problems with the online submission feature in Moodle. **Be sure to keep a backup of all work!**

### Course Schedule:

Odd ID number (ending with 1, 3, 5, 7, 9)
  Even ID number (ending with 0, 2, 4, 6, 8)

Week Number	Date	Material	Announcements
Week # 1	Feb 9 – 10	Introduction to the course, Syllabus and online tools needed to complete the course	
Week # 2	Feb 13 – 17	Introduction to the course, Syllabus and online tools needed to complete the course <i>Ch.20</i> : The diversity of prokaryotes and viruses	
Week # 3	Feb 20 – 24	<i>Ch.20</i> : continued <i>Ch.21</i> : The diversity of Protists	
Week # 4	Feb 27 – March 3	<i>University Closed (National Liberation Days - Prophet's Ascension - Spring Break)</i>	
Week # 5	March 6 – 10	<i>Ch.22</i> : The diversity of Plants	<u>Quiz 1</u> – Chapter 20-21 – <b>March 9</b>
Week # 6	March 13 – 17	<i>Ch.23</i> : The diversity of Fungi	
Week # 7	March 20 – 24	<i>Ch.24-25</i> : The diversity of Animals	
Week # 8	March 27 – 31	<i>Ch.26</i> : Animal Behavior	<u>Midterm Exam</u> – Chaps 20 to 25 – <b>March 30</b> (Students with an <b>Odd ID number</b> )
Week # 9	April 3 – 7	<i>Ch.32</i> : Homeostasis and the organization of the animal body	<u>Midterm Exam</u> – Chaps 20 to 25 – <b>April 6</b> (Students with an <b>Even ID number</b> )
Week # 10	April 9 – 14	<b>Saturday April 9 : Online makeup class</b> <i>Ch.32</i> : continued	Midterm grades available April 10 at 4pm
Week # 11	April 17 – 21	<i>Ch.33</i> : Circulation	
Week # 12	April 24 – 28	<i>Ch.34</i> : Respiration <i>Ch. 35</i> : Nutrition and digestion	<u>Quiz 2</u> – Chapters 32 – <b>April 27</b>
Week # 13	May 1 – 5	<i>University closed (Eid El-Fitr)</i>	
Week # 14	May 8 – 12	<i>Ch. 35</i> : continued <i>Ch.36</i> : The Urinary System	<b>Deadline Homework – Chapters 26 to 34 – May 11</b>
Week # 15	May 15 – 19	<i>Ch.37</i> : The immune system	
Week # 16	May 22 – 26	<i>Ch.38</i> : The Endocrine System	<u>Quiz 3</u> – Chapters 33-34 – <b>May 25</b>
Week # 17	May 29 – June 2	<i>Ch.38</i> : continued <b>June 1 : Review session – last day of classes</b>	
Week # 18	June 5 – 9	<b>Final Exam</b> <i>Final grades available June 13 at 4 pm</i>	

### 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.