Biology 160: Microbiology for the Health Sciences  
Laboratory Syllabus – Spring 2007 (Tentative)

Instructor: Jeanne Weidner, Ph.D.  
Office: SCI2 Room 141  
Section 1: Monday 9-11:45 am (CRN 21541)  
Section 2: Tuesday 1-3:45 pm (CRN 21282)

Email: WebCT email via lecture site  
Office Hours: 12 – 12:30 MT or by appt.

Required Texts:  
Both are required each week in lab.

Supplies:  
Lab coats and closed-toed shoes are required while working in lab. In addition, please have colored pencils, and a small stapler available for each lab. If you have long hair, it must be secured off your shoulders for safety reasons; please bring a rubber band or similar item for this purpose. All of these can be stored in your assigned drawer; please bring a padlock to secure them.

Evaluation:  
Laboratory will account for 200 points, one-third of your total grade in the course and will be based on your performance on the following assignments/quizzes/activities:

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<th>Component</th>
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<tr>
<td>Quizzes</td>
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<td>Lab preparation</td>
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<td>Assignments</td>
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<td>Oral Report</td>
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<td>Unknown</td>
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<td>Class Participation</td>
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<td>Lab Manual</td>
<td><strong>25 pt</strong></td>
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<td><strong>Total</strong></td>
<td><strong>200 pt</strong></td>
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Quizzes:  
Three in-lab quizzes are scheduled for the semester, one every 5 weeks. Lab quizzes will consist of both practical and short answer items. Each quiz will be administered at the beginning of lab on the assigned day and will be worth 40 points. There will be no makeup quizzes; the lowest of the three quizzes will be dropped. A missed quiz will count as the lowest grade to be dropped.

Lab prep:  
Each week read the assigned pages in your lab manual prior to each lab. Write a brief report that describes ONLY the exercises that will be performed that week in lab. Summarize the major supplies and cultures you will be using, what you will be doing with them, and why. Include questions you may have about the exercise. The report should include clear subheadings of the exercise numbers, and should not exceed one handwritten page, front and back. Please remove the spiral fringe from the edge of any spiral notebook pages. The reports will be collected periodically for credit, or will be checked by means of pop-quizzes at the beginning of lab.

Assignments:  
Four assignments - a video summary, two case studies and a practice unknown - are due on the dates listed in the schedule. These are worth five points each and the penalty for late work will be 10% per day. Each must include references. Please follow the format for listing citations, as indicated below. Both written and electronic copies may be required, at the discretion of the instructor.

Oral Report:  
Each student will give an oral presentation (4-5 minutes, accompanied by PowerPoint slides) on a topic in microbiology, to be chosen by the student and approved by the instructor. The topic must be chosen by the second week, and a brief outline, with references, is due on the day of the report. Students are required to upload an electronic copy of the PowerPoint file to WebCT under the Assignment Publication forum, so that other students can download the files for study. Oral reports will begin the fourth week of class. Please see the posting under WebCT for more information.
Unknown: Students will be given an unknown microorganism to identify and write a corresponding report, following scientific format. Students are required to turn in both a hard copy and an electronic copy of the unknown report. Additional information about this assignment will be posted on WebCT.

Participation: This grade is determined by attendance, punctuality, proper care of equipment, following instructions, technical skills, preparation before coming to class, professionalism, ability to accept responsibility, working well with partners, and attitude and cooperation in class. Laboratory attendance is mandatory. If you are absent or late, or leave before the assigned work is completed, you are letting your lab partners down and compromising your grade. You will receive an “F” in the course if you miss more than 2 periods without a valid written medical excuse. Arriving late consistently (more than twice), more than 10 minutes late, or leaving early before the lab work is completed will be counted as an unexcused absence.

Lab Manual: Purchase of the laboratory manual is mandatory. It is to be used as a workbook and students are required to complete all assigned laboratory exercises as indicated in the schedule. This includes the “Evaluation of Results” section (Purpose, Data, Conclusions and Discussions), the questions, and any homework listed on the schedule. The student should use lecture notes, lab notes, the textbook, lab manual and other texts to find the answers to the discussion questions. Weekly reports will not be submitted, but the manuals will be checked periodically throughout the semester for completeness and accuracy.

References: Please use the format dictated by the American Medical Association Manual of Style: A Guide for Authors and Editors, 9th edition, when listing citations for all of the assignments (oral reports, unknown report, etc.) in this class. A summary of the most common examples of citations is available through the WebCT site.

Academic Honesty: Each student is expected to maintain the highest standard of academic honesty in this course. Any instances of cheating or misrepresentation of work will be reported to the campus office of Academic Honesty and will be subject to penalty, ranging from receiving no credit on the assignment to failing the course. If plagiarism is discovered, students are subject to probation, suspension, or expulsion according to Section 41301 of the California Code of Regulations. Plagiarism is formal work publicly misrepresented as original; it is any activity wherein one person knowingly, directly, and for lucre, status, recognition, or any public gain resorts to the published or unpublished work of another in order to represent it as one’s own (Linney, Alexander. Plagiarism and Originality, 1952).