**COURSE SYLLABUS**

**BSC4931 – Senior Seminar in Biology**

Online Instruction 0630 (SPRING 2024)

February 5- April 21, 2024

**WELCOME**

Welcome to Senior Seminar in Biology

Please read over the syllabus carefully and be sure to contact your instructor if you have any questions.  The schedule contains due dates, which are also posted on the calendar.  The 10-week format makes the schedule fast-paced, giving you the end of the semester to focus on your other courses. This course is designed to help prepare you to take the next step upon graduation, whether you are entering the workforce or continuing to graduate school.  The goal is to help you with this transition.

**INSTRUCTOR**

**Name:** Professor Kelli Stickrath

**Office and Online Hours:** *by appointment*

**Office Location:** NM 227 or ZOOM Tuesdays and Thursdays

**Instructor Webpage:**  https://web.spcollege.edu/instructors/id/stickrath.kelli

**Email:** Stickrath.kelli@spcollege.edu

**Phone**: 727-712-5835

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ACADEMIC DEPARTMENT**

**Dean**

**Name:** Dr. Natavia Middleton

**Office Location:** Seminole LI 280

**Email:** Middleton.Natavia@spcollege.edu

**Phone**: 727-398-8288

**COURSE INFORMATION**

**Course Description**

This course is designed to provide transition for biology students as they complete their Bachelor degrees and plan to enter the workforce and/or graduate or professional schools.  Students in this course will present a compilation of research projects developed throughout their program of study.  The course will also present opportunities for discussion with biology faculty and students regarding current biological research and bioethical concerns.  17 contact hours.

**Course Goals (1-4) and Objectives**

1. The student will compile a research portfolio based on research conducted throughout the course of study
by:
	1. composing a research portfolio that presents work previously submitted as part of his or her biology coursework.
	2. discussing the research portfolio with a faculty member with knowledge of this discipline.
	3. preparing a multimedia presentation of the research portfolio using proper and effective graphic format.
	4. sharing the multimedia presentation with the seminar participants.
	5. engaging the seminar participants in a discussion related to the research portfolio.
2. The student will lead a discussion related to the research portfolio and demonstrate critical thinking skills
by:
	1. evaluating, critiquing and refining the research portfolio.
	2. composing questions for the seminar participants that require critical thinking.
	3. developing a list of questions suitable for further research.
	4. facilitating the interaction of the seminar participants during the presentation of the research portfolio.
3. The student will compare and critique published research, independent research and peer research by:
	1. selecting, reading, analyzing and critiquing contemporary research.
	2. leading and participating in discussion of contemporary research.
	3. evaluating the relevance of his/her research portfolio and the research portfolios of peers to current published
	research.
	4. comparing and contrasting research portfolios amongst the peer group.
	5. collaborating with peers to strengthen and enhance the portfolios of the group.
4. The student will develop skills necessary for successful transition into the workforce and/or graduate or
professional schools by:
	1. exploring career opportunities within the biological sciences.
	2. composing a curriculum vitae.
	3. practicing taking standardized tests, such as Graduate Record Examination (GRE), Medical College Admissions
	Test (MCAT) , Dental Admissions Test (DAT) or Pharmacy College Admissions Test (PCAT).
	4. producing job and/or school applications.
	5. discovering effective interview techniques.

**Prerequisites**

Completion of at least 42 credits of required core and elective courses within the Baccalaureate Biology program with a grade of “C” or better.

**Availability of Course Content**

The course will be available throughout the term, and you may work ahead, however, some assignments may not be accessible after their due dates, and many of the assignments require peer review and feedback, so working ahead is limited.

**REQUIRED TEXTBOOK & OTHER RESOURCE INFORMATION**

* **Required Text:** Hofmann, AH. 2022. Writing in the Biological Sciences. 4th Edition. Oxford University Press. ISBN 978-0-19-754358-0
* **Note:** if you have a copy of the 3rd edition already, you may use it and do not need to purchase a new book
Additional selected weekly readings will be posted on MyCourses

View the [Textbooks](https://go.spcollege.edu/textbooks/) site.

View the [Learning Resources](https://www.spcollege.edu/current-students/learning-resources) site.

**LEARNER SUPPORT**

Answers to questions regarding accommodations may be found at the [Accessibility Services](https://go.spcollege.edu/Accessibility/) site. If you are in need of accommodations, please contact a campus [Accessibility Services Coordinator](https://go.spcollege.edu/Contact-AccessibilityServices/). If you need a Sign Language Interpreter, complete the [Interpreter/Captionist Request Form](https://web.spcollege.edu/survey/664).

View the [Learning Resources](https://www.spcollege.edu/current-students/learning-resources) site.

View the [Learning Center Tutoring Schedules](http://spcollege.libguides.com/c.php?g=609501&p=4230937).

View the [Student Services](https://go.spcollege.edu/services/) site.

**IMPORTANT DATES**

Course Dates: 2/5/2024-4/21/2024 (NOTE this course does not run the full term)

Drop Date:  2/5/2024 (with refund)

Withdrawal Date: 3/15/2024 (represents 60% date)

Financial Aid Dates: View the [Financial Aid Dates](https://go.spcollege.edu/fadates/).

**DISCIPLINE-SPECIFIC INFORMATION**

<https://www.spcollege.edu/future-students/degrees-training/science-and-mathematics/science/biology-bs-degree>

The professor will assign a grade of "0" to any exam or other course work for admitted or alleged academic dishonesty pending appeal. •  ANY violation of the honor code (www.spcollege.edu/academichonesty/) will result in formal documentation filed with the Academic Integrity Committee. Violations may result in expulsion from the college. In addition, students enrolled at SPC are expected to follow the Student Code of Conduct. Misconduct is defined in Board rule 6Hx23-4.33. Please review this Rule in the College Catalog. Misconduct, as defined by the Board Rule,  towards other students or faculty will not be tolerated. Failure to comply with the code of conduct may result in 0’s on assignments where misconduct is verified and will be reported to the Associate Provost for possible disciplinary action. Disciplinary action also allows for Student Appeals.

View the college-wide attendance policy included in [How to Be a Successful Student](https://go.spcollege.edu/Addendum/).

**ATTENDANCE**

FIRST TWO-WEEK'S ATTENDANCE: Students who do not login and submit assignments in the first two weeks will automatically be withdrawn from the class.

ACTIVE CLASS PARTICIPATION (AFTER FIRST 2 WEEKS): Students who are not actively participating in class will be reported to administration on 2/19/2024. Administration will automatically withdraw (WF) students for nonparticipation. Active class participation will be judged based on timely submission of at least 70% of assigned work. A student who has submitted 70% or more of the assigned work (in a timely manner) AND  will be considered to be actively participating; A student with less than 70% timely submission of material will be deemed “not actively participating” and assigned a grade of “WF” by Administration.

**GRADING**

**Weekly assignments:** All assignments and activities are listed on course schedule.
**Point values** for each assignment and totals for each week are provided on the course schedule (at the end of this syllabus). The total number of points = 770. Please note that assignments and weeks vary in their point values.

*This course will be graded on a straight scale as follows and is not negotiable (there is no curve).*

*Note: The ETS Major Field Test is required of all students. If you are graduating this semester, then you take the ETS this semester. If you are graduating next semester, you will take the ETS next term. In this case, you will receive an Incomplete grade for the course, which will be changed to a letter grade once you complete the ETS test. Please contact instructor to set up taking the test.*

**How to check your Grades and review feedback:**

* [Checking Your Grades](https://mycoursessupport.spcollege.edu/checking-your-grades)
* [Reviewing Dropbox Submissions](https://mycoursessupport.spcollege.edu/reviewing-a-dropbox-submission)
* [Checking Discussion Grades and Feedback](https://mycoursessupport.spcollege.edu/checking-discussion-grades-feedback)
* [Reviewing Quiz Submissions](https://mycoursessupport.spcollege.edu/reviewing-a-quiz)

**Grading Scale**

|  |  |  |
| --- | --- | --- |
| **Grade** | **Percentage** | **Points** |
| A | 90-100% | 693-770 |
| B | 80-89% | 616-692 |
| C | 70-79% | 539-615 |
| D | 60-69% | 462-538 |
| F | 0-59% | <= 461 |

**ASSIGNMENTS**

**STUDENTS' EXPECTATIONS AND INSTRUCTOR'S EXPECTATIONS**

**Instructor Expectation of Students**

* You should treat the opinions of others with respect and tolerance.
* You should complete all assignments on time and with thoughtfulness.
* You should practice academic honesty in all your work. This includes working independently on ALL assignments unless you are told otherwise. All work you submit should be YOUR OWN. Unauthorized collaboration will result in a zero for the assignment, which cannot be dropped as your lowest grade. Plagiarism of ANY type will be given a grade of zero. To avoid plagiarism, ALL REFERENCES must be cited properly using CSE format. The proper format for scientific research papers is covered in links provided in MyCourses. The library can also supply you with proper CSE format. Note that papers written for scientific publication RARELY quote, so it is important to paraphrase works into your own words. Substituting synonyms but following the same basic framework of a published paper is STILL plagiarism. Your goal is to synthesize the works of many other authors into YOUR overview of a particular topic. The KEY here is that this is YOUR synthesis, so it must show your ability to incorporate various works into one cohesive paper and it must be written in your own words. You may submit rough drafts to turnitin.com before you submit the final draft. Turnitin gives you a report on your originality. You should carefully look over the report from turnitin.com and fix all plagiarism issues. Plagiarized papers will receive a grade of ZERO with NO opportunity to re-submit. Microsoft Word has a grammar-check function, which is not perfect, but you should definitely use it and consider the suggestions. Feedback on your papers will be provided using Track Changes in Microsoft Word.
* **Late assignments will not be accepted for a grade**. All assignments are due at midnight on the date indicated on the schedule.
* You should contact me promptly if there is a problem requiring my attention.
* ANY violation of the honor code (www.spcollege.edu/academichonesty/) will result in formal documentation filed with the Dean’s Office. Violations may result in expulsion from the college.
* In addition, students enrolled at SPC are expected to follow the Student Code of Conduct. Misconduct is defined in Board rule 6Hx23-4.33. Please review this Rule in the College Catalog. Misconduct, as defined by the Board Rule,  towards other students or faculty will not be tolerated. Failure to comply with the code of conduct may result in 0’s on assignments where misconduct is verified and will be reported to the Associate Provost for possible disciplinary action. Disciplinary action also allows for Student Appeals.

**What You Can Expect From Me**

* Assignments designed to broaden your knowledge of, and improve your ability to communicate your understanding of the theory of science.
* Total availability to address any concerns or issues that may interfere with the learning process.
* Thoughtful and critical responses to your written assignments to further enhance your understanding of the subject.
* Presentation of key elements within the assigned activities to help structure and organize your ability to learn.
* Clear, fair and objective grading policies.

**Participation, Conduct, and Netiquette**

SPC has outlined expectations for student behavior and interaction for online discussions, email, and other forms of communication. View the Student Expectations in [How to Be a Successful Student](https://go.spcollege.edu/Addendum/).

**Academic Honesty**

View the [Academic Honesty Policy](https://go.spcollege.edu/AcademicHonesty/).

**Copyright**

Copyrighted material within this course, or posted on this course website, is used in compliance with United States Copyright Law. Under that law you may use the material for educational purposes related to the learning outcomes of this course. You may not further download, copy, alter, or distribute the material unless in accordance with copyright law or with permission of the copyright holder. For more information on copyright visit: [Copyright.gov](https://www.copyright.gov/).

**TURNITIN**

The instructor of this course may require use of Turnitin.com as a tool to promote learning. The tool flags similarity and mechanical issues in written work that merit review. Use of the service enables students and faculty to identify areas that can be strengthened through improved paraphrasing, integration of sources, or proper citation. Submitted papers remain as source documents in the Turnitin database solely for the purpose of detecting originality. Students retain full copyright to their works. Review the [Turnitin Usage Agreement](https://turnitin.com/agreement.asp%22%20%5Ct%20%22_blank). Students who do not wish to submit work through Turnitin must notify their instructor via course email within the first seven days of the course. In lieu of Turnitin use, faculty may require a student to submit copies of sources, preliminary drafts, a research journal, or an annotated bibliography.

View the [Reviewing a TurnItIn/Originality Report](https://mycoursessupport.spcollege.edu/reviewing-a-turnitin-report) tutorial.

**STUDENT SURVEY OF INSTRUCTION**

The Student Survey of Instruction is administered in courses each semester. It is designed to improve the quality of instruction at St. Petersburg College. All student responses are confidential and anonymous and will be used solely for the purpose of performance improvement.

**TECHNOLOGY**

**Minimum Technology Requirements**

View the [Technical Requirements for MyCourses](https://mycoursessupport.spcollege.edu/technical-requirements-for-mycourses).

SPC offers Microsoft Office software to current students at no additional cost. The software is available for both Windows and Mac computers. <https://www.spcollege.edu/current-students/learning-resources/microsoft-free-for-students>

**Minimum Technical Skills**

Specify the minimum technical skills expected of the learner: general and course-specific learners must have to succeed in the course.

Students should know how to navigate the course and use the course tools. Dropbox-style assignments may require attachments in either Microsoft Word (.doc or .docx) or Rich Text Format (.rtf), so that they can be properly evaluated. If an attachment cannot be opened by the instructor, students will be required to re-format and re-submit an assignment so that it can be evaluated and returned with feedback.

MyCourses tutorials are available to students new to this LMS and are located at the beginning of the course. Most features on MyCourses are accessible on mobile devices, although it is recommended that you use a computer for quizzes, tests, and essay assignments.

**Technical Support**

Technical support is available via the [SPC Technical Support Center](https://support.spcollege.edu/_layouts/15/start.aspx#/SitePages/Home.aspx).

**Accessibility of Technology**

* [MyCourses (Brightspace by Desire2Learn) Accessibility](https://www.d2l.com/accessibility/)
* [Turnitin Accessibility](https://www.turnitin.com/about/accessibility)
* [Google (YouTube) Accessibility](https://www.google.com/accessibility/)
* [Ensemble Accessibility](https://help.ensemblevideo.com/hc/en-us/articles/360000211806-Accessibility-Solutions)
* [Cengage Accessibility](https://www.cengage.com/accessibility/)
* [McGraw-Hill Accessibility](https://www.mheducation.com/about/accessibility.html)
* [Pearson Accessibility](https://www.pearson.com/us/accessibility.html)

**Privacy**

* [MyCourses (Brightspace by Desire2Learn) Privacy](https://www.d2l.com/legal/privacy/)
* [Turnitin Privacy](https://help.turnitin.com/Privacy_and_Security/Privacy_and_Security.htm?Highlight=privacy+statement)
* [YouTube Privacy](https://support.google.com/youtube/answer/7671399?p=privacy_guidelines&hl=en&visit_id=636916340919958182-33824501&rd=1)
* [Ensemble Privacy](https://ensemblevideo.com/company/privacy-policy.aspx)
* [Cengage Privacy](https://community.cengage.com/pyejh52637/attachments/pyejh52637/CounselingSocialWorkHelpfulResources/4/2/Privacy%20Statement.pdf)
* [McGraw-Hill Privacy](https://www.mheducation.com/privacy.html)
* [Pearson Privacy](https://www.pearson.com/corporate/privacy-notice.html)

**Instructional Continuity Plan**

To be prepared in the event of weather or other emergency disruptions, review the [Emergency Preparedness Procedures for Students](https://mycoursessupport.spcollege.edu/emergency-preparedness-procedures-for-students).