



**BIOL 2420.101HY**  
**Microbiology**  
**Spring 2021**  
**Lecture – online; Lab – Wed 11:00am-1:50pm (MS-121)**

**Instructor Information:** Dr. Raymond Nwachukwu; [RNwachukwu@com.edu](mailto:RNwachukwu@com.edu); (409) 933-8502

**Student (Office) hours and location:**

**Office Hours:** Mon: 10:00am-6:00pm; or by appointment  
**Location:** Blackboard Virtual Office

**Communicating with your instructor:** ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. **Note:** Email is preferred method of communication. Expect responses within 24 hours during the week or 48 hours on weekends.

**Required Textbook/Materials:**

**Textbook:** Tortora, G.J., Funke, B.R. & Case, C.L., 2016. *Microbiology: An Introduction, 13th edition* (e-Text), Boston, MA; Pearson Education, Inc. Publisher bundled with Mastering Microbiology on-line component. ISBN-13: 9780134605180. This e-book, together with the Mastering Microbiology component, is purchased at the time of registration, and you will gain access once you are in Blackboard from first day of class.

**Lab manual:** Alderson, G.D., 2015. *Microbiology Experiments & Lab Techniques, 14<sup>th</sup> edition*; Southlake, Texas, Fountainhead Press Publisher. ISBN-13: 9781598718782.

**Lab Coat:** made of polyester, cotton, or blend (No disposable plastic coats). Detailed information is found [here](#). Your lab coats will always be kept in the lab at the end of each lab. You will take it back with you at the end of your last in-person lab of the semester, if you still want it.

**Software & hardware** – The minimum computer and internet configurations required for this class are:

- ❖ **Computer** with up-to-date operating systems from Microsoft or Apple (PC or Mac). Chromebooks and mobile devices may not be compatible with all the online course components.
- ❖ **Wi-fi/Internet** access
- ❖ Blackboard-supported **web browser** (Chrome, Firefox, Safari) capable of viewing flash video
- ❖ **Java** installed and updated
- ❖ **Respondus Lockdown Browser.**

- ❖ **Webcam.** This is usually inbuilt into your computer. If not, buy and plug it in with a USB cable.
- ❖ Your **COM e-mail** account
- ❖ **Microsoft Office** (Word, PowerPoint, Excel, Stream, Teams). COM offers free Office 365 access for students. Contact COM IT [helpdesk](#) for assistance if you don't already have it downloaded and installed
- ❖ **Adobe Acrobat DC.** Available at <https://www.adobe.com/>, and free download for all COM students. This not only has all the functions of Adobe Reader but will also enable you to both convert documents into pdf and combine different pdf files into one single file if you need to. If you are unable to get this, then get **Adobe Reader**, probably already on your computer; if not, go to this website for FREE download (uncheck all those boxes if you don't want those things): <https://get.adobe.com/reader/?promoid=KSWLH>.
- ❖ **Adobe Scan** on Phone (free) – allows you scan/convert assignments into PDFs using your phones.

### **Other Accessories:**

- i. **Safety glasses** – provided in the lab. Purchase yours if you do not want to use common ones
- ii. **Masks/Face Covering** – A pair of masks is recommended: one regular mask to wear always on campus, one disposable to wear in the lab. The disposable will be dumped in the trash bin at the end of the lab. Nobody may be allowed into the lab without a mask!
- iii. **Coloring pencils** – for use in the lab
- iv. **Sharpie** – to be used in the lab

**Course Description:** This course covers basic microbiology and immunology and is primarily directed at pre-nursing, pre-allied health, and non-science majors. It provides an introduction to historical concepts of the nature of microorganisms, microbial diversity, the importance of microorganisms and acellular agents in the biosphere, and their roles in human and animal diseases. Major topics include bacterial structure as well as growth, physiology, genetics, and biochemistry of microorganisms. Emphasis is on medical microbiology, infectious diseases, and public health this course covers basics of culture and identification of bacteria and microbial ecology.

**Course Prerequisites:** Two lab-based courses (eight credit hours) selected from biology or chemistry core curriculum courses, grade “C” or better.

### **Course requirements:**

#### ***Exams – Lecture & Lab***

You will have four lecture exams and two lab practical exams over the course material. The lecture exams will be multiple-choice format, reflecting fill-in-the-blank, matching, identification, and true-false questions. All exams will be available in the Blackboard and taken online through Respondus Lockdown Browser+webcam. Each test must be done by the due date. Follow the Blackboard/online calendar for **authentic** due dates. The dates listed in the course schedule are only tentative and provisional. Any test not taken or completed by the due date will receive a “zero” grade. Exam reviews are available immediately after submission.

### ***Quizzes – Lecture & Lab***

**Lecture quiz:** You will have about ten (10) lecture quizzes, each reflecting 2-3 chapters. Like the exams, lecture quizzes will all be taken online using lockdown browser, and must be completed by the due date.

**Pre-Lab quiz:** There will be a pre-lab quiz for each lab, taken before coming to lab of the day. To make sure you understand the BACKGROUND material and the PROCEDURES in an upcoming lab, you will need to take this quiz to demonstrate that you are ready to enter the lab. You must score 70% or more to qualify to do the lab. If you score below 70%, then you must provide a hand-written (not typed) procedure of the lab that will be covered in that laboratory exercise. Failure to come to class with a hand-written procedure means you will not be able to perform the lab and, therefore, forfeit the points associated with the laboratory exercises. You do not need to write out the procedure if you score 70% or above in the pre-lab quiz.

### ***Laboratory Activities***

You will have six (6) mandatory in-person lab activities (Lab Acts) on campus, out of which a student cannot miss more than one (see [Lab attendance](#)). The f2f labs will be done as a teamwork. A team will consist of 3-4 students. Four (4) teams have been created in the Blackboard. Students should sign up in any of the Teams 1-4. For each lab experiment, there is a lab report (Results and discussion) that is associated with carrying out the procedures and analyzing the results. You will turn in these lab reports at the end of every exercise as a team, with the name of every member of the team written on the front page. (More detail in “Read Me First” module in Blackboard.) If any student does not follow proper lab safety protocol during the completion of the experiment, he/she will be penalized by some points being deducted from the lab report. There is a mandatory individual activity, a Blackboard & syllabus orientation exercise, that must be completed in the first week of class. Though it is not f2f, it is called Lab 1 and graded as the 7<sup>th</sup> mandatory in-person lab. Online labs, called Dry Labs, are individual assignments, not teamwork. The Dry Labs will be completed via Mastering Microbiology (see below). No pre-lab quiz is required for the online (dry) labs. Note:- Exercise 6 must be completed in order to participate in any other laboratory exercise that follows.

### ***Mastering Microbiology Assignments***

The Mastering assignments component of this course is required, and you have access to the program through the Blackboard. With your textbook purchased during registration, you will have access on the first day of class to stay current with the course requirements. There will be two sets of Mastering assignments: **Homework** (covers lecture chapters) and **Lab Activity, or Dry Lab** (covers online labs). You are required to do **all**.

**Homework:** You will have about ten (10) homework assignments, each carrying 15 points.

**Dry Labs:** There will be six (6) or more Dry Lab assignments, each carrying 10 points.

### ***Extra Credits***

There will be opportunities to earn bonus points if you meet the requirement (see the [extra credit policy](#)). The extra credits are optional, not part of the course requirements. Therefore, they will not affect your grade if you don't do them; they will only improve your final grade if you do them.

### ***Respondus Lockdown Browser and Monitor***

This software is required in order to take any online test (quiz and/or exam) in this class. If not currently loaded on your computer or you are unsure, you can download and install it by clicking

[here](#). Watch this [short video](#) to get a basic understanding of LockDown Browser and the webcam feature. A student [Quick Start Guide](#) is also available.

To ensure Lockdown browser and the webcam are set up properly, do the following:

- ❖ Start Lockdown browser the same way you start other web browsers such as chrome, log into blackboard, and select this course.
- ❖ Locate and select the Help Center button on the lockdown browser toolbar.
- ❖ Run the Webcam Check and, if necessary, resolve any issues.
- ❖ Run the System & Network Check. If a problem is indicated, see if a solution is provided in the Knowledge Base. Troubleshooting information can also be emailed to our institution's help desk.
- ❖ Exit the Help Center and locate the quiz named Practice Test, located in the **Assessments** module under **Course Resources** menu in the Course Blackboard shell.
- ❖ Exit Lockdown browser upon completing and submitting the test/quiz.

Any test a student fails to take through Respondus lockdown browser + webcam **will not be accepted.** (*I will award a zero for such test*).

**Determination of Course Grade/Detailed Grading Formula:** (methods of evaluation to be employed to include a variety of means to evaluate student performance)

Course Assessment	Total Points	Percentage of Course
LECTURE PORTION	700	65.0%
Quizzes (10)	150	10.0 %
Mastering Homework	150	15.0%
Lecture Exams (4)	400	40.0 %
LABORATORY PORTION	350	35.0%
Lab Practicals (2)	200	20.0%
Lab Activities & Reviews	150	15.0%
<b>TOTAL POINTS</b>	<b>1050</b>	<b>100%</b>

**Grading Scale:**

- A** A weight of the points earned for course assessments that equals 90% or more
- B** A weight of the points earned for course assessments that equals between 80% and 89%
- C** A weight of the points earned for course assessments that equals between 70% and 79%
- D** A weight of the points earned for course assessments that equals between 60% and 69%
- F** A weight of the points earned for course assessments that equals 59% or less, or for lab assessment that fails to meet either the lab science policy or the lab attendance policy
- FN** A weight of the points earned for course assessments that equals 59% or less due to poor participation
- I** An incomplete may be assigned at the discretion of the instructor in accordance with the college policy
- W** A withdrawal may be assigned in accordance with college policy.

**Late Work, Make-Up, and Extra-Credit Policy:**

***Make-up***

There are no make-ups for any missed assessment. Every assignment, quiz, and/or exam will be open and available for at least 5 days. Therefore, there are no excuses for missing a due date.

### ***Late work***

Do not turn in any assignment late. Substantial number of points, up to 100%, may be deducted.

### ***Extra credit***

Extra credit assessments are dependent on your attendance. If a student has attendance below 85%, he/she may **not** be eligible for extra credit points. Any completed and graded extra credit assignment by such student may not be applied in the final grade calculation.

**Lab Science Policy:** The grade for this course consists of both lecture and laboratory components. Students must earn a 70% or better in the laboratory component to successfully pass the course. Earning less than 70% in the laboratory component will result in an F for the course regardless of the lecture grade. Passing the laboratory component and failing the lecture component will not guarantee a passing grade for the course. Deviations from this policy will be at the sole discretion of the instructor.

**Attendance Policy:** Attendance, participation and punctuality are critical both to the students' understanding of the course materials and to their success this class. This policy includes both lab attendance (f2f) and lecture attendance (online). I do know that circumstances such as death in the family, illness, etc. come up unexpectedly and may cause a student to be tardy or miss a class. I expect that the student would make every effort to come to class/lab on time, and that I would be contacted if he/she is running late or need to miss class. This does not automatically grant or guarantee excused absence. The student must provide a documentable evidence (such as a doctor's report) for me to approve the absence as excused. A student with excused absence may, where possible, be rescheduled for the missed in-person lab.

- Lab attendance is taken every lab f2f meeting and verified at the end of class.
- Online lecture attendance is taken once or twice a week.
- If you accumulate 2 consecutive absences, I will submit your name to the Early Warning System, and you will have to complete the program in order to register for classes next semester. Attendance below 70% may trigger a student being dropped
- Tardiness to lab is recorded in attendance register as partial attendance. It may result in an absence if the student is not present when attendance is taken (usually within the 1<sup>st</sup> fifteen minutes after class has begun), and may prevent him/her from participation in lab activities
- Do not leave in-person class/lab early! Unexcused early leaving, less than 45 minutes after class has started, counts as tardiness.

### ***Lab attendance (face-to-face)***

Attendance and participation in the laboratory portion of this class is mandatory. All students must complete 80% of the face-to-face laboratory meetings. Failure to attend 5 out of the 6 FTF lab meetings will result in a failing laboratory grade and an "F" grade for the course. Documented excused absences will be handled on a case-by-case bases and at the discretion of the instructor.

### ***Lecture Attendance (online)***

Logging into the class one or more times twice (2 different days) a week, and performing an activity each time, satisfies the weekly lecture attendance requirement. On a week that we have f2f lab meeting, logging in (and performing an activity) once a week on a day different from f2f lab meeting satisfies the requirement. Logging into the class alone is not enough. You must

perform an activity such as taking a test/quiz/assignment, accessing lecture PowerPoint or video, communicating with the professor, etc. Logging in only one day, even if it is multiple logins the same day, counts for only one attendance.

### **Additional Policies regarding Course Communication, Lab Use and Test Taking:**

If you are having difficulty with the course material, contact me via email to discuss or to make an appointment. All students must wear mask to come to the lab. Anyone who fails to wear one will not be allowed into the lab. Everyone is responsible for their masks. The bookstore has enough to buy from if a student forgets to bring from home. Use of phones/electronics or accessories for texting, chatting, etc during class is not allowed. All phones & electronic accessories must be turned off and put away during **every** test. Failure to obey these violates the civility and [academic integrity](#) codes. The student will get a “0” for the exam or quiz. In the classroom or laboratory, the device will be confiscated for the rest of the day or the student be dismissed from class. If dismissed from class, the student will receive a “0” for any graded activity of that day. A repeat violation may get the student ultimately dropped/withdrawn from class.

When taking an online exam, remember the following guidelines:

- ❖ If the computer or networking environment is different from what was used previously with the webcam and System & Network Check in [Lockdown browser](#) above, run the checks again prior to starting a test.
- ❖ Ensure you are in a noise-free location where you will not be interrupted. **No sound from people, television, radio, or other sound-producing gadgets and appliances** must be heard. Your completed test may be rejected for noncompliance and a “zero” awarded.
- ❖ Be sure that the room is well-lit. Avoid backlighting, such as sitting with your back to a window.
- ❖ Turn off all other devices (e.g. tablets, phones, second computers) and place them outside of your reach.
- ❖ Clear your desk of all external resources or materials not permitted – books, papers, notes, other devices.
- ❖ Avoid wearing baseball caps or hats with brims.
- ❖ Do not block, mask/cover the camera with your palm or anything else while taking a test.
- ❖ Ensure your computer or tablet is on a firm surface (a desk or table). Do not have the computer on your lap, a bed, or other surface where the device is (or you are) likely to move.
- ❖ If using a built-in webcam, avoid tilting the screen after the webcam setup is complete.
- ❖ Know how much time is available for the test; ensure that you have allotted enough time to complete it.
- ❖ Remain at your computer for the duration of the test. Remember that you will be unable to exit the test until all questions are completed and submitted.

### ***Technology Outage:***

Students are responsible for maintaining their hardware, software, and Wi-Fi or Internet connection to the course. No additional time will be provided for hardware, software, or Internet connection problems that interfere with your ability to access the course and/or complete your assignments and assessments. If you are incapable of maintaining your own system, please use the computers available on campus. The Innovation (computer) Lab and Library are open during the week for students to access computers. Be mindful that access to college computers is limited



by the hours of operation for the computer labs and library. You are responsible for staying abreast of these times. See Academic Success, Tutoring Center & Support Services below for more details. (Note, **Respondus Lockdown Browser & monitor is currently not available on College of the Mainland computers.**) If a verifiable interruption in the access to the Course Management System (Blackboard) lasts for fifteen minutes or longer and occurs within twenty-four hours of an assignment or assessment, the deadline for the assignment or assessment may be extended at the discretion of the instructor.

If a student needs a quiet place to study and/or take exam, the Computer Lab and Library are also open through the week for such students. Remember to go with your laptop if the purpose is to take a test that requires lockdown browser+webcam.

**Technical and Tutorial Assistance:**

For technical assistance during the course or to report a problem with Blackboard contact the Educational Technology Services (ETS) support by clicking on the “Help with Blackboard” under Course Resources on the course menu homepage. The ETS support site is also provided [here](#). For technical assistance with campus Wi-Fi, COM user ID or password, and other campus related IT needs, visit [helpdesk](#).

The **tutoring center** provides face-to-face and online tutoring sessions in a welcoming environment, and is open for students Monday through Saturday. The center provides free tutoring services to students, staff and faculty seeking assistance for writing, reading and oral presentations for academic and non-academic assignments/projects. The center also provides tutoring for science classes including Anatomy & Physiology, Microbiology, General Biology, Chemistry, Math, and Physics. To sign up for the online tutoring, click [here](#) or visit the link <https://com.mywconline.com/>. The center is located in the Technical Vocational Building, Room 1306. For help/assistance, questions or further details, contact Beth Richards at [erichards@com.edu](mailto:erichards@com.edu).

Student Learner Outcome (SLO)	Maps to Core Objective(s)	Assessed via this Assignment
1. Describe distinctive characteristics and diverse growth requirements of prokaryotic organisms compared to eukaryotic organisms.	Critical Thinking (CT)	<b>Lecture Quiz 1.</b>
2. Provide examples of the impact of microorganisms on agriculture, environment, ecosystem, energy, and human health, including biofilms.	Communication Skills (CS)	Mastering Assignment 2
3. Distinguish between mechanisms of physical and chemical agents to control microbial populations.	CT	Mastering Assignment 3. Dry Lab 1
4. Explain the unique characteristics of bacterial metabolism and bacterial genetics.	Empirical & Quantitative Skills (EQS)	Exam 2
5. Describe evidence for the evolution of cells, organelles, and major metabolic pathways from early prokaryotes and how phylogenetic trees reflect evolutionary relationships	CS	Mastering Assignment 5
6. Compare characteristics and replication of acellular infectious agents (viruses and prions) with characteristics and reproduction of cellular infectious agents	CT	Lecture Quiz 5.

(prokaryotes and eukaryotes).		
7. Describe functions of host defenses and the immune system in combating infectious diseases and explain how immunizations protect against specific diseases.	CS	Exam 3
8. Explain transmission and virulence mechanisms of cellular and acellular infectious agents.	CS	Lab Assignment 7 Essay paper
9. Use and comply with laboratory safety rules, procedures, and universal precautions.	CT	Laboratory Safety Assignment
10. Demonstrate proficient use of a compound light microscope.	CT	Lab Assignment 1, Exercise 3 Lab practical 1
11. Describe and prepare widely used stains and wet mounts, and discuss their significance in identification of microorganisms.	CS	Lab assignment 1, Exercise 5 Lab practical 1
12. Perform basic microbiology procedures using aseptic techniques for transfer, isolation and observation of commonly encountered, clinically significant bacteria.	Teamwork (TW)	Lab Assignment 2, Exercises 6 & 7
13. Use different types of bacterial culture media to grow, isolate, and identify microorganisms.	TW CT	Lab assignment 3, Exercise 10 Dry Lab 5
14. Perform basic bacterial identification procedures using biochemical tests.	TW	Lab assignment 4, Exercise 30 Dry Lab 5
15. Estimate the number of microorganisms in a sample using methods such as direct counts, viable plate counts, or spectrophotometric measurements	EQS	Dry Lab 2 activity.
16. Demonstrate basic identification protocols based on microscopic morphology of some common fungi and parasites.	CT	Dry Lab 4 Lab practical 2.

**Academic Dishonesty:** Academic dishonesty includes activities and behaviors such as cheating on tests, collusion, and plagiarism (the practice of taking someone else's work or ideas and passing them off as one's own). Disciplinary actions will be taken for students who exhibit disorderly conduct, cheat on exams, submit plagiarized work, or are involved in collusion (helping others cheat or plagiarize). The consequences for violating the academic integrity includes one or more of a zero score for the test/assignment, “F” grade in the course, and withdrawal from the class. The student may also be referred to the Vice President of Student Success and Conduct for further disciplinary action including dismissal from the college.

**Navigating the Course on Blackboard:** It may be daunting to hit the ground and start running in this class without understanding how to get access to materials and resources needed. The first place to begin on the Blackboard is the “**Read Me First**”. There, locate and download the file *Navigating the Online Class*. It gives you the information and directions you need.

**COVID19** – You must complete/submit a [self-screen](#) prior to coming to campus. As stated in the [COM Spring 2021 Covid19 Guide](#), If you are feeling sick in any way, you need to stay home. Contact your instructor to address your absence and do not come on campus while you are ill. Failure to comply with this will result in you being asked to leave campus and can be considered disciplinary matter. See the [COVID-19 Statement](#) for more details.



**Student Concerns:** If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Sheena Abernathy, the Science Department Chair, at 409-933-8330 or [sabernathy@com.edu](mailto:sabernathy@com.edu).

**Course outline (Tentative schedule):**

WK	DATE	LECTURE	LABORATORY <sup>†</sup> (See footnote) Wed – 11:00am-1:50pm	Lab Meeting Schedule	
				Group A	
1	1/18 – 1/23	Ch 1 – Intro. and Microbial World & You Ch 3 – Observing Microorganisms <b>*Intro to Mastering hw*</b>	<b>Lab Safety (SLO 9)</b> <b>Ex. 3 – Intro to Microscope (SLO 10)</b> <b>Ex. 5 – Advanced Microscopy (SLO 11)</b>	Dry Lab 1 (Online) Lab Safety*	
2	1/24 – 1/30	Ch 3 – Observing Microorganisms Ch 4 – Funct. Anatomy of Prok. & Euk. Cells <b>Quiz 1 (Chs.1, 3, 4);</b> <b>Mastering homework 1</b>	Ex19-22 – Control of M/orgs by heat, UV, disinfectant, antibiotics (Online) Orientation & Syllabus exercise	<b>Campus Lab</b> 9/2 Wed	
3	1/31 – 2/06	Ch 5 – Microbial Metabolism Ch 27 – Environmental Microbiology <b>Mastering hw 2</b>	<b>Ex. 6 – Transfer Technique (SLO 12)</b> <b>Ex. 7 – Streak Plate Technique (SLO 12)</b>	Dry Lab 2 (Online Ex 8)	
4	2/07 – 2/13	Ch 28 – Applied & Industrial Microbiology Ch. 6 – Microbial Growth <b>Quiz 2 (Chs.5, 27, 28)</b> <b>Exam 1 (Ch.1, 3, 4, 5, 27, 28)</b>	Ex. 8 – Counting Micro Population: serial dilutions and pour plates (Online)	<b>Campus Lab</b> 9/16 Wed	
5	2/14 – 2/20	Ch 7 – Control of Microbial Growth Ch 8 – Microbial Genetics <b>Quiz 3 (Chs.6, 7); Mastering hw 3</b>	<b>Observe plates from Ex. 6 &amp; 7</b> <b>Ex. 9 – Simple Stain &amp; Bact. Morphology</b>	Dry Lab 3 (Online)	
6	2/21 – 2/27	Ch 9 – Biotechnology & DNA Technology Ch 10 – Classification of M/orgs <b>Mastering hw 4</b>	Aerotolerant exercise (Online)	<b>Campus Lab</b> 9/30 Wed	
7	2/28 – 3/06	Ch 12 – The Eukaryotes Ch 13 – Viruses, Viroids, & Prions <b>Quiz 4 (Chs.8, 9); Mastering hw 5</b>	<b>Ex. 10 – Gram Stain w/ unknowns (SLO 11)</b> <b>Ex. 11 – Capsule Stain</b>	Dry Lab 4 Online (Ex 12-13)	
8	3/07 – 3/13	Ch 14 – Principles of Dis. & Epidemiology Ch 15 – Micro. Mechanisms of Pathogenicity <b>Quiz 5 (Chs. 10, 12, 13)</b>	Ex. 12 & 13 – Spore stain & Acid Fast stain (Online)	<b>Campus Lab</b> 10/14 Wed	
	3/14 – 3/20	SPRING BREAK			
9	3/21 – 3/27	Ch 16 – Innate Immunity <b>Mastering hw 6</b> <b>Exam 2 (Chs.6-10, 12, 13)</b>	<b>Lab Practical 1</b>	Online	
10	3/28 – 4/03	Ch 17 – Adaptive Immunity Ch 18 – Pract. Applications of Immunology <b>Quiz 6 (Chs.14, 15), Mastering hw 7</b>	<b>Ex. 14 Bacterial conjugation</b> <b>Ex. 33 Epidemiology (modified)</b>	<b>Campus Lab</b> 10/21 Wed	
11	4/04 – 4/10	Ch 18 – Pract. Applications of Immunology Ch 19 – Disorders of Immune System <b>Quiz 7 (Chs.16, 17)</b>	Immunology exercise (online)	Dry lab 5* (online)	
12	4/11 – 4/17	Ch 19 – Disorders of Immune System Ch 20 – Antimicrobial Drugs <b>Quiz 8 (Chs.18, 19, 20); Mastering hw 8</b>	<b>Ex 27 – Pathogenic Cocci DEMO</b> <b>Ex 30 – Enteric Bacteria DEMO (SLO 13 &amp; 14)</b>	<b>Campus Lab</b>	
13	4/18 – 4/24	Ch 21 – Microb. Diseases of Skin & Eyes Ch 22 – Microb. Diseases of Nervous Sys	Ex 31 – Parasitology (online) – SLO 16	Dry Lab 6 (Online Ex 31)	

		<b>Exam 3 (Chs.14-20)</b>			
14	4/25 – 5/01 *4/26	Ch 23 – Microbial Diseases of the Cardiovascular & Lymphatic Systems Ch 24 – Micro. Diseases of Respiratory Sys <b>Quiz 9 (Ch.21-23); Mastering hw 9</b>	Ex 35 – Unknown Lab (Online).	Dry Lab 7 (Online Ex 35)	
15	5/02 – 5/08	Ch 25 – Micro. Diseases of Digestive Sys Ch. 26 – Microbial Diseases of the Urinary & Reproductive Systems <b>Quiz 10 (Chs.24-26); Mastering hw 10</b>	<b>Lab Practical 2</b> <b>Vaccine Hesitancy Essay due</b>	Online	
16	5/09 – 5/14	<b>4<sup>th</sup>/Final Exam (Chs.21-26) by Wed, 12<sup>th</sup>.</b>			

\*W-Day – Last day to withdraw from class w/o an F (Mon, April 26<sup>th</sup>).

† **Make sure you complete the pre-lab quiz before coming to the lab; you may not participate in the lab of the day if you don't. The lab report (Results & Discussion) for each lab is due at the completion of that particular lab.**

*The blocks shaded yellow indicate when (specific dates) to be on campus for in-person lab and which lab exercises that would be performed.*

**NB:** The due dates for tests and assignments on this schedule are only provisional. Follow the comprehensive, exact and authentic due dates on Blackboard calendar.

**Syllabus Disclaimer:** Course policies are subject to change. Any changes will be posted/uploaded in the Blackboard. It is the student's responsibility to check the Blackboard for amendments or updates to the syllabus

## Institutional Policies and Guidelines

**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf). *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.* [https://build.com.edu/uploads/sitecontent/files/student-services/Student\\_Handbook\\_2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf)

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Counseling Statement:** Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or [hbankston@com.edu](mailto:hbankston@com.edu). Counseling services are available on campus in the student center for free and students can also

email [counseling@com.edu](mailto:counseling@com.edu) to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw is March 3rd for the 1st 8-week session, April 26 for the 16-week session, and May 5<sup>th</sup> for the 2<sup>nd</sup> 8-week session.

**F<sub>N</sub> Grading:** The F<sub>N</sub> grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F<sub>N</sub> grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the F<sub>N</sub> grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F<sub>N</sub> grade.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**COVID-19 Statement:** All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at [www.com.edu/coronavirus](http://www.com.edu/coronavirus). Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: [www.com.edu/selfscreen](http://www.com.edu/selfscreen). In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff who have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).