

INSTRUCTOR: Dr. Chih-Ying Su
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TEXT: *Biology in Focus* by Campbell et al. (Pearson/Benjamin-Cummings).

LECTURES: Tuesday and Thursday, 2:00 - 3:20 PM, Center Hall 119

Date	Topic	Reading
March 31	(1) Intro to Animal Physiology & Nervous System I	Chapters 32.1 & 37.1 & 38.1
April 2	(2) Nervous System II	Chapter 37
April 7	(3) Nervous System III	Chapter 37
April 9	(4) Human Brain & Sensory System I	Chapter 38
April 14	(5) Sensory System II	Chapter 38
April 16	(6) Motor System	Chapter 39
April 21	Midterm Exam (I)	Lectures 1-6
April 23	(7) Renal Function I	Chapter 32
April 28	(8) Renal Function II	Chapter 32
April 30	(9) Endocrine System	Chapter 32
May 5	(10) Nutrition & Digestion	Chapter 33
May 7	(11) Circulation I	Chapter 34
May 12	(12) Circulation II	Chapter 34
May 14	Midterm Exam (II)	Lectures 7-12
May 19	(13) Gas Exchange I	Chapter 34
May 21	(14) Gas Exchange II	Chapter 34
May 26	(15) Immune System I	Chapter 35
May 28	(16) Immune System II	Chapter 35
June 2	(17) Animal Reproduction	Chapter 36
June 4	(18) Development	Chapter 36
June 9	Final Exam	Lectures 13-18 (50%), 1-12 (50%)

COURSE CONTENT: This course will include an in-depth presentation of current knowledge in animal physiology, at the molecular, cellular, and systems levels. BILD1, *The Cell*, serves as a prerequisite for this course.

COMMUNICATION: Announcements, updates, postings, previous lecture notes, class discussion forums, and exam grades will all be communicated using the courses Triton Education site (TED).

COURSE WEB SITE: There is a Triton Education site (TED) for the course <<http://ted.ucsd.edu>>. Student accounts are added on the first day of classes. Concurrent enrollment (Extension) students are not added automatically. Extension students should obtain a registration token from Extension's student services or the ACS Help Desk. More information is at <<http://sdacs.ucsd.edu/~icc/ce.php>>

PODCASTS OF LECTURES: Lectures will be podcast as long as students are using this resource. If students use Podcasts as a substitute for attending lectures or do not use them at all, Podcasting will stop without advance notice. To reach the Podcasts use your Web browser to go to <podcast.ucsd.edu>. You can listen to each lecture from that site or download it. These are audio files; no figures or video files are included.

OFFICE HOURS.

Dr. Su's office hours: Monday 1:00-2:00 PM, Bonner Hall 4146
TA's office hours: announced by the end of the first week of class.
An additional review session will be offered before each exam.

ELECTRONIC COMMUNICATION.

Preferred: You can ask questions on course material by posting a message on TED. If you have questions, please use the message board so that the answers will be available to others in the class.
Alternative (timely response not guaranteed): Please use my e-mail address (c8su@ucsd.edu) only for matters that **require** an instructor's personal attention and **be sure to include <BILD2> in the subject line.**

LECTURE SLIDES AND A STUDY GUIDE WILL BE AVAILABLE ON TED AFTER LECTURE. The study guide includes a list of concepts or questions intended to focus your study and provide practice on course material. The study guide will include questions and concepts that you should be familiar with in order to do well on exams. The study guide will encompass material from your readings and lecture that will be covered on the exam. Answers to the study guide will not be provided, but will be discussed in sections. Please use this study guide as a basis for questions and discussion during study section. Some exam questions will be taken from the study guide.

SECTIONS: Sections will meet during the second week of the quarter (week of April 6th). Please check the Spring Quarter Schedule of Classes for times and locations. **Attendance at section is optional, but highly recommended.** Regular attendance at, and active participation in a section can weigh in your favor if your final grade is just below a grade line. For example, a student who just missed an "A" but regularly participated in sections will be boosted to an "A" grade. For these purposes, participation is defined as active participation in discussions, not just attendance. Section participation will also make students eligible for an "A+" grade (without participation, the maximum grade is an "A"). Your attendance and participation will be monitored by a sign-up sheet, please be sure to sign in when you have attended section. The sections are designed to provide a forum for you to ask questions about the course material and receive additional instruction.

PROBLEM SETS: Problem sets will be posted on TED periodically throughout the quarter, but they will not count toward your grade. You don't need to hand in the problem sets. The questions serve to help you assess whether you understand major topics that will be covered on an upcoming exam and provide you with an assessment of where you should concentrate future study efforts. Questions regarding problem sets will be discussed at section. Please note that problem sets will be similar to but not necessarily in the same format as exam questions.

REVIEW SESSIONS: Will be conducted by T.A.s before the exam. A schedule will be posted.

EXAMS:

1. SCHEDULE:

Midterms:	Tuesday, April 21st	2:00 pm to 3:20 pm
	Thursday, May 14th	2:00 pm to 3:20 pm
Final:	Tuesday, June 9th	3:00 pm to 5:59 pm

Locations will be announced in class and on TED. If no changes are announced, the midterms will be in the lecture hall (Center Hall 119).

2. MAKE-UP EXAMS: You are expected to take the exams when they are scheduled. To be fair to your fellow students, make-up exams can be arranged **only** in the following three circumstances:

- A. You are too ill to take the exam. In order to be excused from an exam or to take a make-up exam (The instructor decides which is most appropriate for you) you must telephone Dr. Su and let her know that you are ill as soon as it is possible to do so (before the exam, if it is at all possible), **and you MUST bring verification written by a physician that you were too ill to take the exam when it was scheduled.**
- B. You have an extremely pressing need to be out of town at the time when the exam is scheduled (not the day before or the day after) AND you have arranged the make-up exam at least one week in advance. You cannot arrange a make-up exam after the fact. It will help in making these arrangements if you bring written confirmation of your need to miss the regularly scheduled exam when you ask to schedule a make-up exam. In any case, you will also need to bring the corroborating documents to the make-up exam.
- C. You are taking an exam for a course for academic credit toward graduation that conflicts with the exam for this course AND you have arranged the make-up exam at least one week in advance. You must bring corroborating documents to the make-up exam.

Your last chance to schedule a make-up exam for the circumstances that are listed in B and C is by talking to Dr. Su after the class that is held one week before the day of the exam. If you fail to talk with the instructor before or at that time, you must take the exam as scheduled (unless you are too sick to do it-- see part A above).

PLEASE NOTE: Having another mid-term scheduled on or near the day of our mid-term is not a reason to take a make-up exam.

3. GETTING BACK GRADED EXAMS: Each exam will include a waiver that you can sign to have your exam put in a box outside Dr. Su's office at Bonner Hall 4402, so it will be available to you any time when Bonner Hall is open. Grading usually takes approximately one week.

If you do not sign the waiver, you can pick up your exam at Jackie Vignes' office (Bonner Hall 4334) from 8 –11 am after the exams have been made available to the rest of the class. Please bring picture ID.

4. GRADES: Your grade for this course will be *largely* based on your performance in two mid-term exams and a final. Each mid-term exam will be worth 100 points and will consist largely of short-answer and essay questions. Some exams may also include diagrams or graphs. The final will be worth 200 points and will be composed of the same format as previous exams. The first 100 points of the final will cover new material, whereas the remaining points will cover cumulative material from the entire quarter. **Because we can only grade the words and diagrams on your exam, make sure to write clear and precise answers.**

The final course grade will be determined either by using a standard curve or a straight grading scale depending on which yields the highest number of A's. In the second case the top five scores will be averaged, and that average will be considered "100%." An A will be 90% and above, a B 80%-89%, a C 70%-79%, and a D 60%-69%. Plus or minus signs will be added for grades within 2% of cutoff between letter grades. In addition, I will also calculate the mean and standard deviation. An A will be assigned for scores that are greater than one standard deviation above the mean, a B for scores that are above the mean, a C for scores that are below the mean, a D for scores that are more than one standard deviation below the mean, and an F for scores that are more than two standard deviations below the mean. If scores have a normal distribution, grading on a curve implies that 16 % will receive A's, 34 % B's, 34 % C's, and 16 % below C. The exact distribution between grades can vary depending on the distribution of the scores. The final course grade will be determined either by using a standard curve or a straight grading scale depending on which yields the highest number of A's for the entire class.

5. REGRADES: If you have an objection to a **particular exam question**, you have 24 hours from the end of the exam to raise your concerns. Objections to exam question must be made in person with a prepared, written argument of why that question was unfair. A decision will then be made whether not to grade that question for the entire class.

If you have objections to the grading of a question on **your** exam, you can e-mail a written argument to the teaching assistant who graded the question. **The e-mail has to be received within a week after you receive the exam. You then have to meet with the TA during her/his next office hour.** If you and the TA do not agree, you can have the TA forward your petition and exam to the instructor. Note that a regrade by the instructor may result in a gain or loss of points; regrading may not be limited to the question you petitioned about. Graded exams will be randomly copied before being returned. If you are found altering your answer to an exam question and resubmitting that question for a regrade, you will be given a zero on the entire exam and reported for academic dishonesty. Note that false statements that are sent by e-mail are equal grounds for academic dishonesty as those that are stated in person.

6. ADDITIONAL SUPPORT: The office of Academic Support and Instructional Services gives students access to counselors who can help them develop reading and writing strategies, design better time management systems, write more effective class notes, and organize writing assignments. Contact OASIS (<http://oasis.ucsd.edu/>).

7. ACADEMIC DISHONESTY: All suspicions of academic misconduct will be reported to the Academic Integrity Office according to university policy. Academic misconduct is not just blatant cheating (e.g., copying off another student during an exam), but what you might have thought of as "minor cheating" in high school, for example: copying other students' papers or homework; copying or using old papers/report; working with others on individual assignments; forgetting to cite material you took from an outside resource; turning in work completed in total or part by another; writing e-mail that includes fabricated statements. The Policy on Integrity of Scholarship (academicintegrity.ucsd.edu) and this syllabus list some of the standards by which you are expected to complete your academic work, but your good ethical judgment (or asking for advice) is also expected as we cannot list every behavior that is unethical or not in the spirit of academic integrity.

Those students found to have committed academic misconduct will face administrative sanctions imposed by their college Dean of Student Affairs and academic sanctions imposed by the instructor. The standard administrative sanctions include: the creation of a disciplinary record (which will be checked by graduate and professional schools); disciplinary probation; and attendance at an Academic Integrity Seminar (at a cost of \$75). Students can also face suspension and dismissal from the University; those sanctions are not at my discretion. Academic sanctions can range from an F on the exam to an F in the class. The appropriate sanctions are determined by the egregiousness of the Policy violation. Students who assist in or are complicit with cheating could also be in violation of the Policy. Thus, students who become aware of their peers either facilitating academic misconduct or committing it should report their suspicions to an instructor for investigation.

Any student caught cheating on an exam will receive a zero for that exam.

See <http://weber.ucsd.edu/~dkjordan/resources/cheat.html> for additional information.

INSTRUCTIONS FOR TAKING EXAMS

The exams in this course are closed book, closed notes, and electronics-free. That is, you must use only what is in your brain to answer questions. Using anything else (e.g, electronic devices or someone else's exam) constitutes a breach of academic integrity and will be treated accordingly.

We will enforce all of the following conditions. You can minimize the time it takes to get set up for an exam--and thus maximize the time you have available to complete the exam--by learning the rules and following them without being reminded. YOU have the power to make exams go efficiently and smoothly or not, which will eat into your time for the exam.

1. Students will sit every-other-seat. Your TAs will tell you the seating arrangement in your room.
2. All electronic devices must be turned off and stored in a bag/backpack that is placed under your desk. This rule applies to cell phones, MP3 players (iPods), calculators, notebooks, earphones--all electronic devices except digital watches. Setting your cell phone to "vibrate" isn't turning it off, and putting devices into your pockets isn't putting them under your desk. If we can see or hear an electronic device, we will confiscate it.
3. All of your belongings--except what you will write with--must be placed UNDER the seat that YOU are sitting in. Please don't put anything on the desk next to you, on the floor in front of you, or anywhere else except under your desk where you can't see them and we can't trip over them.
4. You can have one clear plastic bottle of water or anything you may need because of medical reasons (doctor's notice is required). You cannot have large pencil boxes filled with lots of things or any snacks. Hats can either be removed or turned with the bill to the back of your head. Once the exam begins, you can't touch your hat, wherever it is. Hooded sweatshirts or jackets must be worn with the hood down, not on your head or covering your face.
5. You can write either with a pen or with a pencil. Please use whatever allows you to write legible answers. If the person grading your answer can't read it, you will not be given credit, so keeping your exam neat and legible is definitely in your best interest. **IF YOU USE PENCIL, WE CANNOT CONSIDER REGRADE REQUESTS.**
6. **BRING YOUR UCSD ID CARD TO EVERY EXAM.** You will have to show it when you turn in your exam.
7. Be sure you turn in your exam as you leave the exam room. Don't take any exam materials with you when you leave. You may be asked to leave through a particular door.
8. Put your name and ID number on EVERY page. We take the exams apart, and if pages are unlabeled, we won't know whose they are.
9. Depending on circumstances, we may or may not be able to allow restroom breaks. Arrive early at the exam room to learn how this issue will be handled in your room.
10. Anything that is written on the back of exam pages will not be graded. You can use the backs of pages as scratch paper. If you need to write something on the back of a page and you want us to grade it, you must get explicit permission from an instructor BEFORE you begin writing on the back of the page.