

Syllabus BICD110 (Cell Biology)
Teodorof-Diedrich, Carmen

Summer Session I 2020 (ONLINE)
UC San Diego

NOTE: The syllabus along with course assignments and due dates are subject to change, particularly because of campus efforts to contain COVID-19. Students have the responsibility to check on CANVAS website for any corrections, updates or changes to the syllabus. All changes and notifications will be announced online on Canvas or through email. Please make sure to frequently check the website to keep updated.

Instructor: Carmen Teodorof-Diedrich, Ph. D.

Email: cteodorof@ucsd.edu

Virtual Office Hours: Friday, 3:00 PM- 4:00 PM.

Virtual 1-1 meetings (30 min): by student request and instructor availability.

Instructional Assistant (IA): Ruiyuan Zhang

Email: ruz063@ucsd.edu

Virtual Office hours: Monday, 3:00 PM-4:00 PM.

Class Location: **The class website is located at CANVAS, UCSD.**
<https://canvas.ucsd.edu>

Virtual Class time: Tuesday, Thursday, 2:00 PM- 4:50 PM.

Sections: Discussion sections will be held online, after the class with your IA. Sections will go over the problem sets or any other assignments.

Virtual Discussion Sections time: Tuesday, Thursday, 5:00 PM- 5:50 PM.

Tuesday, Thursday, 6:00 PM- 6:50 PM.

Text Book: Molecular Cell Biology, 8th Edition, Lodish et al. **(optional/not required).**

Class Materials and Technology:

Course materials will be posted on UCSD Canvas. We will use **Zoom** for course sessions, discussion sessions, office hours and any other group collaboration. **All educational sessions will be recorded and made available asynchronously to the class website.**

Please make sure that you check out this website for resources on how to learn remotely: <https://digitallearning.ucsd.edu/learners/learning-remote.html>

Course Technology Requirements: To participate in this course, you will need the following:

- A laptop or desktop computer with a current operating system and internet access.
- You will also need access to the following tools to fully participate in this course:
 - Webcam (for video conferencing through Zoom).
 - Microphone (for audio conferencing through Zoom).
 - A stable internet.
 - Current browser.

Laptop loaner request form for UCSD students can be found it here:

<https://eforms.ucsd.edu/view.php?id=490887>. Please contact vcsa@ucsd.edu if you have questions about this program.

Course description:

This is an upper division course on structure and function of eukaryotic cells. Lectures will cover: methods of cell biology research, membrane structure and dynamics, protein synthesis and sorting, signal transduction, cytoskeleton structure and dynamics, cell cycle and cell death, cells in development and disease. **All exams will be given ONLINE.**

Date	Subject
June 30:	Methods in Cell Biology Research
July 2:	Membrane Biochemistry and Membrane Transport of Small Molecules/Ions
July 7:	Endocytosis and Secretory Pathway I (ER)
July 9:	Secretory Pathway II (Golgi, Lysosomes)

Jul 14: Midterm Exam (ONLINE), Nucleus

July 16:	Signal Transduction I, II
July 21:	Signal Transduction II, III
July 23:	Cytoskeleton I (Actin, Microtubules)
July 28:	Cytoskeleton II (Microtubules, Motor Proteins)
July 30:	Cell Cycle/ Cancer
July 31:	Review Session, 1:00 PM-3:00 PM

Aug 1: Final Exam (ONLINE)

Exams and Grading:

Midterm exam is mandatory.

Final exam is mandatory and cumulative.

Total Final Score (100%) is made as:

30% Midterm Exam + **30%** Final Exam (or **60%** Final if beneficial for the student meaning that final exam score is higher than the midterm score).

30% Problem sets submission/Quizzes. Description and deadline TBD.

10% Team work Assignment (group of 5; students will be grouped randomly). Description and deadline TBD.

Grading Scale:

100-91.5% = A

91.5-87.5% = A-

87.5-83% = B+

83-79% = B

79-75% = B-

75-70.5% = C+

70.5-66.5 = C

66.5-62.5% = C-

62.5%-50% = D

50%-0 = F

Extra Points:

A participation grade up to **5 points** will be given for the **“Science News”** participation. **This is a group presentation (group of 5 students) available by the end of each lecture and/or discussion section.** The work (collecting research data; editing; proofreading; presentation, etc.) will be divided through collaboration among the group members). The assigned time is 15 min total (5-10 min presentation +5 min questions). The topic has to be related or in connection to the cell biology. You will use Power Point and/or short videos to deliver the News on Zoom. **Available spots are during the week 2, 3, 4, and 5 of the class.**

Make up exams and lateness: A student may not take a make-up test unless she/he has an excused absence. Excused absences are given only with presentation of a valid medical or emergency excuse/ note (for self or family member) in writing. Any other failure to take an exam when it is scheduled will result in no credit for the exam. **There are absolutely no makeups for the final exam unless you meet the conditions set out in the undergraduate handbook and/or syllabus. Please note that a make-up exam will be given as online exam assignment and/or online oral exam (in real time, on video) through Zoom, on the discretion of the instructor.**

Email etiquette: Before e-mailing the instructor or IA, consider carefully whether your question might be already answered on Canvas, or whether it is best to ask your question during office hours. If you send an e-mail, **please use your UCSD e-mail** and make sure to **include BICD 110 in the subject line**. As always, a well-written and professional e-mail greatly increases the likelihood that you will get a response in a timely manner.

Netiquette in the Classroom: Netiquette, or Internet etiquette represents a set of rules for online communication. To maintain a healthy and productive environment, the following rules should be followed:

- Do not dominate any discussion.
- Give other students the opportunity to join in the discussion.
- Do not use offensive language. Present ideas appropriately.
- Be cautious in using Internet language. For example, do not capitalize all letters since this suggests shouting.
- Popular emoticons such as J or L can be helpful to convey your tone but do not overdo or overuse them.
- Avoid using vernacular and/or slang language. This could possibly lead to misinterpretation. Never make fun of someone's ability to read or write.
- Share tips with other students.
- Keep an open-mind and be willing to express even your minority opinion. Minority opinions have to be respected.
- Think and edit before you push the Send button.
- Do not hesitate to ask for feedback.
- Using humor is acceptable but be careful that it is not misinterpreted. For example, are you being humorous or sarcastic?

Adapted from: Mintu-Wimsatt, A., Kernek, C., & Lozada, H. R. (2010). *Netiquette: Make it part of your syllabus*. *Journal of Online Learning and Teaching*, 6(1). http://jolt.merlot.org/vol6no1/mintu-wimsatt_0310.htm

Students with disabilities: Students requesting accommodations and services due to a disability for this course need to provide a current Authorization for Accommodation (AFA) letter issued by the Office for Students with Disabilities (OSD), prior to eligibility for requests. Receipt of AFAs in advance is necessary for appropriate planning for the provision of reasonable accommodations. OSD exams will run concurrently with the scheduled exam. Please note that instructors are unable to provide accommodations unless they are first authorized by OSD. For more information, contact the OSD at (858) 534-4382 (voice), osd@ucsd.edu, or visit osd.ucsd.edu.

Academic integrity (AI): Academic Integrity is expected of everyone at UC San Diego. This means that you must be honest, fair, responsible, respectful, and trustworthy in all of your actions. Lying, cheating, or any other forms of dishonesty will not be tolerated because they undermine learning and the University's ability to certify students' knowledge and abilities. Thus, any attempt to get, or help another get, a grade by cheating, lying or dishonesty will be reported to the Academic Integrity Office and will result in sanctions. Sanctions can include an F in the class and suspension or dismissal from the University. So, think carefully before you act. Before you act, ask yourself the following questions: a) is my action honest, fair, respectful, responsible, and trustworthy? and b) is my action authorized by the instructor? If you are unsure, don't ask a friend, ask your instructor, instructional assistant, or the Academic Integrity Office. Please do not risk your future by cheating. **Students suspected of AI violations on exams will be invited to Zoom follow-up meetings where they will be asked to (in real time, on video) justify their answers (before the graded exams or solutions are released. If the instructor isn't convinced during the meeting, or the student refuses to participate, they're submitted for AI violations.** You can learn more about academic integrity at academicintegrity.ucsd.edu.