

# Syllabus *Medical Biology I*

## Course Information

*Course title:* Medical Biology Semester I

*Course number:* *DPPP 360*

*Course discipline:* Biology

*Course description:* *Medical Biology Semester I* is a four credit course incorporating a virtual laboratory component.

This course is designed for individuals with a baccalaureate degree who need Biology as a prerequisite to apply for admission to various health professions' programs, such as, but not limited to, graduate programs in dietetics, nursing, physical therapy, physician assistant, nurse anesthesia, pharmacy, veterinary medicine, dental medicine and medicine.

As described more fully in the following sections, the course features audio and visual components, assorted exercises and virtual on-line bench laboratory experimentation.

The emphasis of the course is on providing a conceptual framework for understanding the basics of modern medical biology so that the student will be well equipped to apply this knowledge in his further studies.

Interaction with the instructor throughout the course is actively encouraged.

*Prerequisite(s):* None

## Instructor Information

*Name:* Judith O. Westerik, PhD

*Email:* [jwesterik@mail.une.edu](mailto:jwesterik@mail.une.edu)

*Location:* Lewisburg, W.V.

*Phone:* 304-647-4257

## **Technology Assistance**

If you have a problem with Blackboard or your software, please make sure that you email [comdistancetechhelp@une.edu](mailto:comdistancetechhelp@une.edu) or call us at (207) 602-2335 or (207) 602-2689.

## **Course Goals / Philosophy**

The overall goal of this course is to provide the student interested in the health professions with an introduction to biology consisting of the knowledge needed to provide the basis for the subjects - such as biochemistry, molecular biology, cell biology, pharmacology, and physiology - which the student will encounter in his professional studies.

To achieve this goal, the course emphasizes a conceptual approach to the principles of biology which it considers. The student is encouraged to learn factual material within a conceptual framework in order to achieve an understanding of basic biological theory. By doing so, he will be able to apply this material to in his further studies. Numerous examples, largely relating to human biology, are provided to encourage this process.

## **Textbooks**

The cost of the textbooks and of the on-line virtual laboratories is included in the laboratory fee.

Textbooks will be mailed to the student after registration in the course. The student will be provided with a number to allow access to the *Smart Science® Labs*.

### ***Text:***

*Biology: The Unity and Diversity of Life - 11th edition*  
Cecie Starr and Ralph Taggart

Thomson Brooks/Cole 2006

## **Course Content and Format**

*Biology Semester I* discusses biology largely from a cellular and molecular prospective, integrating this content into the overall context of modern biological thought. Patterns of hereditary at an observed level are also described. This material is considered in the first sixteen Chapters of *Biology: The Unity and Diversity of Life*, the textbook for the course.

The course content is divided into sixteen units, each corresponding to a text chapter. Each unit contains study guide questions, lectures consisting of power point slides with audio, a virtual on-line laboratory or other exercise to reinforce the unit content, and a quiz to assess student mastery of the material.

Dr. Westerik, the course instructor, works actively with each student as he/she progresses through the course's units.

## **Laboratories**

Laboratory assignments are either actual virtual on-line lab bench experiments - for which the student develops a hypothesis, collects and analyzes data and draws conclusions accordingly - or cases / problems requiring the student to apply the knowledge he has obtained from his study of the unit.

An introduction by the instructor relating each laboratory assignment to the lecture material is provided for each assignment.

All laboratory assignments are made available to the student and submitted to the instructor electronically.

## **Quizzes and Exams**

All quizzes and the final exam are in an objective / multiple choice format and are closed book.

Each unit quiz is taken on-line as soon as the student finishes all the material including the laboratory in that unit of the course, before he proceeds to the next unit.

The final is a proctored exam. *(See section regarding procedures for arranging required proctoring of the final exam below.)*

## **Grading**

The student will receive a letter grade for this course, which will be officially recorded by the Registrar of the University of New England. The course grade will be determined as follows:

Unit Quizzes	20%
Laboratory Reports/ Exercises	40%
Final Exam	40%

The letter grades translate to the following numerical grades:  
A = 90-100 B = 80-89; C = 70-79. A grade of 70 is the lowest passing grade.

## **Procedures for Arranging Required Proctoring of the Final Exam**

### **Exam Procedures**

Students can either take their final proctored exam online using Proctor U or at the campus of the University of New England.

### **Online Exams**

For further instructions on taking online exams visit, [Online Learning's Proctor U](#) site.

The University of New England has contracted with [ProctorU.com](#) to provide students in DPPP360 the most convenient, at home, on line exam proctoring system. This

system provides a simple, no cost to the student, secure, on line proctor for all of your exams. This system allows the student to take all of the exams at home and on their own schedule. Please see system requirements to ensure you have the necessary computer setup to use ProctorU. Upon enrollment into DPPP360, students will register with ProctorU and establish a login name and password. This will give you access to all of ProctorU's services. When ready, students will schedule their exams with ProctorU **one week** prior to taking that exam. Upon the exam day and hour, students will log in to proctor U and click on "exams". Following the procedures outlined at ProctorU's web site, the student will log in to Blackboard, open the appropriate exam and the proctor will then allow student access to that exam.

#### **Tech Requirements:**

- PC: Windows XP, Windows Vista or Windows 7 with 256 MB of RAM or higher
- Mac: Mac OS10 or higher
- A web cam with 640x480 video pixel resolution
- Headphones or working speakers connected to the computer
- A microphone connected to the computer (we recommend having a web cam that has a built in microphone)
- A high speed internet connection (minimum 768 Kbps/128 Kbps)
- A web browser with Adobe Flash Player installed. (Google Chrome recommended for ProctorU website)
- Authority to allow remote access to your computer and screen by one of our proctors

You will need to register with Proctor U to take the exam at least 1 week prior to when you would like to schedule the exam.

#### **Written Proctored Exam**

Students may take the exam at the University of New England College of Osteopathic Medicine's Campus. The exam is offered the first Saturday of every month. If the first Saturday of the month is a

holiday, the exam will take place on the second Saturday of the month.

Students wishing to take a paper version of the exam close to home with an approved proctor can do so with the permission of the instructor. Please contact us for information at [comdistance@une.edu](mailto:comdistance@une.edu) or (207) 602-2494.

## **Withdrawal from the Course and Refunds**

Enrollment in the course begins the day the payment is processed. Students may withdraw from the course during the first 28 days after date of enrollment. In this case a “Withdraw (W)” will be entered on the official transcript. The withdrawal date will be the date that written notice of the withdrawal such as email, fax or letter is received by the University of New England; *verbal notification is not sufficient*. During this 28 day withdraw period, a percentage of the student’s tuition, but *not* the registration or laboratory fees, will be refunded according to the following schedule: 100% of tuition refunded for withdrawal within 14 calendar days; 66% of tuition refunded for withdrawal from 15 to 21 calendar days; 33% of tuition refunded for withdrawal from 22 to 28 calendar days. No refund will be made after 29 calendar days.

After the 28-day withdrawal period, students may still withdraw from the course at any time they wish before taking the final exam. In this instance, either a “Withdraw Pass (WP)” or a “Withdraw Fail (WF)” will be entered on the student’s transcript depending on the student’s academic standing, based on the quiz grades taken up to the time the student withdraws. Again, the University of New England must be notified in writing of the withdrawal.

Notification that the course materials have been received, and all requests for withdrawal, should be directed to:

All requests for withdrawals should be directed to:

Ms. Angela Morse

Biomedical Sciences Department  
COM Distance Education  
University of New England  
11 Hills Beach Road  
Biddeford ME 04005  
Phone: (207)-602-2494  
Fax: (207)-602-5931  
[amorse@une.edu](mailto:amorse@une.edu)

## **Course Length and Extensions**

1. Courses in the CDE program are equivalent to one semester courses designed to be completed in 16 weeks
2. Many students are nontraditional students who have elected on on-line course for its flexibility. Therefore students may complete the course in less than 16 weeks or they may take as long as 8 months.
3. Enrollment in the course will begin on the day that the payment is processed
4. Students for whom a grade has not been posted for course by 32 weeks (8 months) will be flagged by the administrative staff. An e-mail will be sent to the instructor asking him/her to contact the student and determine what the best option is for the student based upon the student's needs.

## **Transcripts**

Due to the Family Privacy Act, official transcripts may only be requested by the student. This may be done online by going to the University of New England Registrar [website](http://www.une.edu/registrar/transcript.pdf) at <http://www.une.edu/registrar/transcript.pdf> following the directions on the page. Fill in and sign the request and either mail or fax it to the University Campus address on the form.