

INTRODUCTION TO MICROBIOLOGY

(Bio. Sci. 4 & 8A-8B)

Introduction and Student Obligations

Microbiology is a one-semester five-unit course (Bio. Sci. 4) or a two-semester five-unit course (Bio. Sci. 8A-8B) designed as an introduction to the structure, physiology, classification and significance of microorganisms, with an emphasis on bacteria and viruses. It is recommended for students majoring in the allied health field, sanitation, human environmental sciences, physical education, or biological sciences, and is not recommended for non-life science majors. The course includes two 1.5-hour lectures, and two 3-hour laboratories each week (or one 1.5-hour lecture and two 1.5-hour laboratories each week, extended over two semesters) to be attended by all students.

Grades for this course will be determined by the student's overall performance in the class, with the distribution of letter grades being based on total point accumulation. Lecture exams, laboratory exams, a lecture final and a semester project will comprise the basis of points for grade determination; however, points will also be given for homework assignments, the identification of unknown organisms assigned in the laboratory, and for quizzes given frequently throughout the semester. Quizzes are given to insure instructors that students are understanding and keeping up with the material being covered in class; and as a device to encourage attendance. Individual instructors will specify the point values for exams, quizzes and assignments, as well as the percentage requirements for obtaining letter grades.

If you are unable to attend class, it is your responsibility to obtain the information and/or assignments missed. Since questions included on quizzes and exams will pertain to information provided in class (lectures and or laboratory presentations), obtaining in-class information will be essential to your success. If you know that you will miss school for an **extended period of time**, please contact the school or your instructor (phone or email), and apprise us of your absence. Habitual tardiness is not recommended since students coming to class late will miss lecture information and tend to disrupt the class. Tardy students may also forfeit their opportunity to take regularly scheduled quizzes.

Microbiology instructors do not like to give makeup quizzes/exams. They are a hassle, and can be unfair to the people who take quizzes/exams on time. If you know in advance that you must miss a quiz/exam, please arrange to take it early. If you miss an exam, and do not notify your instructor of your absence, a makeup exam will be given at the instructor's discretion, and you can expect to be given an essay-type makeup. Laboratory exams are even more difficult to makeup.

PLEASE, DO NOT MISS LABORATORY EXAMS!

Note: If you wish to gain the most from the lecture material given, you should complete all reading assignments (lecture and laboratory) before coming to class on the date they are assigned.

Notebooks are almost mandatory in every college class, and Microbiology is no exception. A complete set of lecture notes, lab exercises, drawings, quizzes, exams, and handout materials will provide you with the best possible source of information to study for exams. Keeping all test and quiz papers will also provide you with an accurate record of your performance in the class. We suggest that you obtain a ring binder, and keep all of your class papers together and in order. This will alleviate considerable confusion as the class progresses and paper materials accumulate.

Students enrolled in microbiology classes are considered to be serious about their educational goals and highly motivated. Our job as instructors is to meet student expectations by helping to provide a safe and comfortable learning environment and by facilitating education through a variety of means. To this end, different learning styles will be addressed, successful study techniques will be recommended and students will be encouraged to work cooperatively for the benefit of all participants. Students are expected to be familiar with information provided in the Sierra College, Student Rights and Responsibilities Handbook and to avoid behaviors requiring disciplinary action. Behavior contrary to student success including disruptive conversation/activity, willful damage to laboratory equipment or materials, theft, cheating, fraud and plagiarism will not be tolerated. Academic honesty is taken seriously and conscientious students are encouraged to report dishonest activities to their instructors.

Internet resources including the Biological Sciences Department web page, Canvas, NCBI and other sites can be of great educational assistance and students are strongly encouraged to gain the computer skills necessary for their utilization. Since some students have limited computer availability at home, the college provides access to computers in the Learning Resources Center (Library) and in the microbiology laboratory during open lab times.

This department strives to maintain an open lab policy allowing students access to laboratory facilities, equipment and instructional personnel during non-scheduled hours. Open lab times will vary from semester to semester, but typically include inter-laboratory periods Monday-Friday when the laboratory is not scheduled for class use. Please check the schedule posted on the laboratory door for exact times. Students entering the laboratory during such periods are expected to follow established rules, to use equipment/materials appropriately and to treat other individuals and their lab preparations with courtesy and respect.