

# SOUTHERN MAINE COMMUNITY COLLEGE

## South Portland, Maine 04106

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<b>Title:</b>	<b>Botany</b>	<b>Total Contact Hours</b>	<b>Catalog Number: BIOL 115</b>
<b>Credit Hours:</b>	<b>4</b>	<b>Lecture:</b>	<b>48 hrs.</b>
<b>Instructor:</b>	<b>Cheryl Rich, M.S.</b>	<b>Lab:</b>	<b>32 hrs.</b>

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## COURSE SYLLABUS

Lecture:	Mondays 1:00-2:50 and Wednesdays 1:00-1:50, HORT 101		
Lab:	Wednesdays 2:00-3:50, HORT 101		
Instructor:	Cheryl Rich, M.S.		
Office:	741-5780		
Fax:	741-5628		
Email:	<a href="mailto:crich@smccME.edu">crich@smccME.edu</a>		
Office hours:	Mondays	10:00-noon	
	Tuesdays	10:00-noon	
	Thursdays	1:30 – 3:30 pm	
	Fridays	By appointment only	

My office is in the Horticulture Building and my schedule is posted on my door. Feel free to call, email, stop in, or leave me a note (email is best). For lengthy meetings, please make an appointment.

### Course Description

This is an introductory course designed to introduce the student to the structures and functions of plants and the science of plant systems. Course content provides lecture and laboratory topics in plant anatomy, morphology, and physiology, as well as the history of plant science. The objective of the course is to provide students with the fundamentals of plant biology, ecology, and taxonomy that will foster greater confidence and success identifying, growing, and maintaining plants. This course is Blackboard® enhanced. This means that some of your materials, assignments, and / or assessments will be delivered in an on-line format. You will therefore need regular access to a computer with internet access.

### Course Objectives

After completing this course, the student will be able to:

1. discuss the importance of plants as they relate to all life on earth
2. design and conduct an experiment utilizing principles of the scientific method
3. comprehend and produce plant descriptions using appropriate and correct botanical terminology
4. demonstrate an understanding of plant taxonomy and the system of binomial nomenclature
5. identify various plant structures and discuss their functions
6. discuss the movement of water and nutrients in plants
7. discuss the processes of photosynthesis and respiration
8. discuss the processes of growth, differentiation and development in plants and factors that may influence them

9. discuss how meiosis allows for genetic diversity, and the importance of genetic diversity
10. differentiate between monocots and dicots, and angiosperms and gymnosperms
11. apply course content in such a way as to develop greater confidence and success identifying, growing, and maintaining plants

**Topical Outline of Instruction** (sequence may vary)

- Attributes of living organisms
- Binomial nomenclature
- History of Botany
- Cells
- Tissues
- Leaves
- Monocots, dicots
- Flowers, fruits, seeds
- Roots and soils
- Stems
- Water in plants
- Plant metabolism
- Mitosis, Growth
- Meiosis, Alternation of generation
- Genetics
- Bryophytes
- Ferns and relatives
- Angiosperms and gymnosperms
- Ecology, Invasive Plants

**Course Requirements**

Quizzes	20 pts each	Anticipate weekly reading / lecture quizzes. Make-up quizzes will not be given unless arrangements are made in advance, or in the event of extraordinary circumstances.
Labs / homework	20 pts each.	Late submissions will be penalized 2 points per day.
Mid Term	50 pts	Mid term is scheduled for Wednesday, October 18.
Project	50 pts	(Project will be due in early December, and will be discussed in greater detail at a later date, and throughout the semester)
Final exam	100 pts	Final exam is scheduled for Wednesday, Dec. 13 at 2:00 p.m. Final exam is cumulative. In the event of a storm related cancellation on this date, students' final grade in this course will be calculated based on all other grades, excluding the final exam.

**Grading**

A student's grade will be determined by dividing the total number of points earned by the total number of points assigned. Letter grade translations are provided below. This means that if a student earns 512 of 600 possible points, he or she has earned 85.3% of the points assigned. Semester grade is therefore a B.

## Grading equivalents

93-100	A	78-79	C+
90-92	A-	73-77	C
88-89	B+	70-72	C-
83-87	B	60-69	D
80-82	B-	0-59	F

Note: Horticulture majors must earn a C or better in order to receive credit for this course.

## Attendance

Obviously, regular attendance is essential to success in any course; but if you are *truly* sick *please* stay home. Contact me at your earliest convenience and we will develop a strategy to keep you as current as possible. Failure to contact me in a timely manner regarding your absence will eliminate your opportunity to make up work missed during your absence.

I also encourage you to establish at least one “homework buddy”—exchange contact information, and take care of each other in the event of absences. The photocopier in our building can be used to scan and email documents such as lecture notes and handouts, and many of the daily materials will be posted on the course portal.

## Text and supplies

Required: Stern, Kinsley R. *Introductory Plant Biology*. Boston: McGraw-Hill, 2018; 14<sup>th</sup> ed.

Recommended: 10x Hand lens  
Capon, Brian. *Botany for Gardeners*. Portland, OR: Timber Press.  
Young, Paul. *The Botany Coloring Book*. New York: Harper Pub. Co., 1982.  
Hickey, Michael and Clive King. *The Cambridge Illustrated Glossary of Botanical Terms*. Cambridge, UK: Cambridge University Press, 2000.  
Perry, James W. and David Morton. *Photo Atlas for Botany*. Boston: Wadsworth Publishing Co., 1998.

## Communication

All course and college communications should be done using your SMCC email account. If I need to contact you I will use your SMCC email address only. If you choose to do so, you can have your SMCC email forwarded to your personal email account.

## TIPS FOR SUCCESS IN THIS COURSE:

- Attend all lectures and labs
- Stay current with reading; try to have the week’s reading assignments done before class
- Complete and submit all assignments on time
- Take *efficient* lecture notes. Revisit notes immediately after class to fill in and clarify as needed
- Take accurate and efficient reading notes
- Utilize *all* of lab time to complete lab assignments
- Prepare flash cards for difficult terminology
- Review lecture notes, reading notes, and labs before quizzes and exam
- Be organized: keep all returned work for review

- **Budget 6-8 hours per week for study and assignment completion for this course**
- Form a study group
- Need help? See Cheryl or schedule an appointment with the Academic Achievement Center, which is located on the second floor of Campus Center.

### **End-of-Course Evaluation**

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 PM following the last day of the class. You will receive an email to your student email account when course evaluations are available.

### **ADA Syllabus Statement**

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call 207-741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

### **SMCC Pay-for-Print Policy**

#### **Per Page Costs**

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The cost varies depending upon page size and whether printing is done in black and white or color.

- There is a \$0.10 per page fee for standard 8.5" by 11" black and white documents.
- The reverse sides of duplex (double-sided) documents are free.
- There is a \$.50 per page fee for standard 8.5" by 11" color documents.
- There is a \$.20 per page fee for 8.5" by 14" (legal) or 11" by 17" (tabloid) black and white documents.
- There is a \$1.00 per page fee for 8.5" by 14" (legal) or 11" by 17" (tabloid) color documents.

Duplex charges (printing on both sides of a page) work in the following fashion: One page is \$0.10, two pages are \$0.10, three pages are \$0.20, and four pages are \$0.20, etc. The flipsides are free, but another sheet of paper is \$0.10. Please be aware that a document with any color at all (when printed to a color printer) will by default be printed in color. You are responsible for setting the print job to print black and white if you do not need color. For directions, please go to the IT Help tab in My SMCC.

#### **How does it work?**

The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, the Academic Achievement Center, Noisy Lounge and technology labs). Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up.

#### **Refunds**

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT

Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

### **Why is SMCC charging for printing?**

The pay-for-print system is an effort to control escalating printing costs. Charging for printing helps offset the increasing cost of supplies and encourages students to conserve resources. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an email to [helpdesk@smccme.edu](mailto:helpdesk@smccme.edu).

Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account.

### **Add-Drop Policy**

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

### **Withdrawal Policy**

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the fall and spring semesters and the second through ninth week of twelve-week summer courses. This period is pro-rated for shorter-length courses. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Enrollment Service Center (no phone calls, please). The designation "W" will appear on the transcript after a student has officially withdrawn. A course withdrawal is an uncompleted course and may adversely affect financial aid eligibility. Failure to attend or ceasing to attend class does not constitute withdrawal from the course. There is no refund associated with a withdrawal.

### **Plagiarism Statement**

Adherence to ethical academic standards is obligatory. Cheating is a serious offense, whether it consists of taking credit for work done by another person or doing work for which another person will receive credit. Taking and using the ideas or writings of another person without clearly and fully crediting the source is plagiarism and violates the academic code as well as the Student Code of Conduct. If it is suspected that a student in any course in which s/he is enrolled has knowingly committed such a violation, the faculty member should refer the matter to the College's Disciplinary Officer and appropriate action will be taken under the Student Code of Conduct. Sanctions may include suspension from the course and a failing grade in the course. Students have the right to appeal these actions to the Disciplinary Committee under the terms outlined in the Student Code of Conduct.

**Cell phones silenced during class, please.**