Day 0 post:
Hi Class! I look forward to meeting you in lecture on January 31 in HN118 at 9:30am. Laboratory sessions start on January 25. This is a long note but contains important information about the course!
In general, for lecture (Wed 9:30-11:20am) only the exam dates are IN PERSON (ROOM 118HN); the lecture portion of the course will be asynchronous with VoiceThread (VT) being posted each week. I ask you to post your comments, questions, and answers on these weekly VT to help facilitate discussion and engagement. The VT will be regularly reviewed (one week after it is posted) for any specific questions. You are expected to participate actively in class by posting in VT or in the Bb Discussion Board Q&A.
Your laboratory sessions will be IN PERSON every week (check your section day and time) at the Brookdale Campus. Laboratory sessions are starting on **January 25**. Bb will be active and updated syllabus with exam dates will be posted on January 25 as well.
The best way to purchase your Textbook is through Bb. It is the cheapest way to access it. You MUST purchase Modified Mastering Microbiology:
From publisher: Instructions for Blackboard 1. Log in to Blackboard as a student and enter your course. 2. Depending on your course setup: Select Tools from the left navigation and select Pearson's MyLab & Mastering 3. If prompted, select Open Pearson. 4. Select Open MyLab & Mastering to go to the course home page or select a link under Student Links.
Next, get access to your Pearson content 1. Link your student Blackboard and Pearson accounts. In some cases, your Pearson account might be automatically created and linked for you. 2. If prompted, select an access option: • Enter a prepaid access code that came with your textbook or from the bookstore. • Buy access using a credit card or PayPal account. 3. Select Go to my course. We recommend you always enter your Mastering Microbiology course from Blackboard.
Need assistance?
Browser requirements: https://mlm.pearson.com/northamerica/system-requirements/
Student Help:
https://support.pearson.com/getsupport/s/document-item?bundleId=3pl-cg-student&topicId=Content%2Fget_started.htm&_LANG=enus
The course Bb site will be viewable on January 25. You will have two Bb course sites for this course: a separate Bb course site for your specific laboratory section PLUS we will all share a Bb course site for the lecture portion.
Please make note:
All lecture exams are in Room 118 HN (large assembly hall in North Building, 68th St Main Campus) (subject to change; no make up exams without documentable emergency approved and provided):

Exam 1	*updated to 2/21/24	60 min. Arrive by 9:30am. Exam start 9:45am. Exam end 10:45am.
Exam 2	3/13/24	60 min. Arrive by 9:30am. Exam start 9:45am. Exam end 10:45am.
Exam 3	4/17/24	60 min. Arrive by 9:30am. Exam start 9:45am. Exam end 10:45am.
Final Exam	5/22/24	120 min. Arrive by 8:45am. Exam start 9am. Exam end 11am.

* Exams cannot be given earlier; if you come to an exam after it has started and your peers have already completed the exam, you may not be able to take the exam and must provide excusable documentation. This is to prevent disruption and cheating during the exam. Be in the testing room EARLY!
* There are NO make up Exams… however, if you have a documented emergency please contact Prof. Gomos Klein ASAP jkle@hunter.cuny.edu

Microbiology Bio 230.00
Spring 2023 Syllabus

Course Description:

Biol 230 is a 5 hour (2 hour lecture/3 hour laboratory per week) **3 credit** course. Topics include scope, historical aspects, taxonomy, and survey of the microbial world. The course also includes a survey of genetics, viruses, epidemiology, immunity, and microbial disease. Required for admission to the nursing program. Not accepted for credit toward Biology Major I. Prerequisites: BIOL 102 or BIOL120; CHEM 100, CHEM101 (or higher- check with Chemistry Department).

Sp2024 will be taught in a hybrid format where laboratory exercises and exams will be conducted in person while lectures will be recorded as VoiceThread and posted on Bb, homework will be completed using Modified MasteringMicrobiology accessed via Bb . You MUST have a computer or tablet with internet access AND be able to use Bb, VoiceThread, and Modified MasteringMicrobiology (must be purchased) to successfully complete this course. The course is rigorous, often covering two chapters per week. You are responsible for the entire contents within each chapter that is on the syllabus. Strongly suggest that you complete all end of chapter questions as review. In addition, graded homework is assigned for **WEEKLY** completion on Modified MasteringMicrobiology. Homework is based on reading the chapters assigned for the week. Extra credit may be assigned through MasteringMicrobiology towards the end of the semester.

Lecture: Video will be posted weekly as part of lecture as a Voicethread (VT). Academic questions posted on the VT will be reviewed and addressed on Bb Q&A or directly on VT. You are encouraged to post and/or respond in an appropriate manner directly on the VT. The recorded videos may not cover all the content in each chapter but you are still responsible for the material in the text chapter. The videos will focus on major concepts and examples of what you might encounter on exams.

Since VT lectures are recorded, attendance for lectures is not expected EXCEPT for In Person Exams. However, the room is reserved for the semester for group study and exams from Wednesday 9:30-11:20 room 118HN. We strongly encourage you to participate actively by posting appropriate and respectful questions/comments on Vt and in the Discussion Board. Letters of Recommendation or Evaluation Letters will not be submitted for students who are not making every effort to participate and meet with their instructors during the semester. Completing Letters of Recommendation or Evaluations are at the discretion of your instructors.

Laboratory: Will meet in person for 3 hours per week. Day/time depends on Section. Class attendance is required.

Course Coordinator and Instructor:

Janette Gomos Klein, Ph.D.
jkle@hunter.cuny.edu
– if emailing, please provide course name (ex. Sp24 BIOL230) as part of your subject heading.

Office Hours: By appointment on Navigate (virtual Zoom link will be sent as confirmation) and in person office hours are on non-exam Wednesdays from 10 - 11am 818HN. You are welcome to drop in but please email to confirm an appointment time if possible: jkle@hunter.cuny.edu . Priority will be given to students who have an appointment. Some Wednesday Office Hours will be only on Zoom. I welcome group and individual meetings.

*Please post class and course related questions on Bb in the Discussion Board.

Bb technical concerns: studenthelpdesk@hunter.cuny.edu

MasteringMicrobiology technical support:
https://mlm.pearson.com/northamerica/masteringmicrobiology/students/support/index.html

Lab Manager:
Evan Lee
elee@genectr.hunter.cuny.edu

Required Texts:

*REQUIRED- Bb ready Modified MasteringMicrobiology- you can enter an already purchased code through the Bb course site **or** buy it when you first enter MasteringMicrobiology through Bb site. Purchasing directly through our Bb site is the best and most cost effective way to get the materials.

Tortora Funke Chase. Modified MasteringMicrobiology with eText 13th Ed (for Bb use). Pearson. ISBN: **9780134707310**

*REQUIRED- Laboratory Manual.
Johnson Case. Laboratory Experiments in Microbiology, 12/E. Pearson. 2019. ISBN: 0134605209

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Laboratory Instructors:

Andrew Baumer
Tuesday morning(1L04)
Andrew.baumer54@myhunter.cuny.edu

Bruno Rodriguez
Thursday morning(1L09) and afternoon(1L10),
thebrunorodriguez@gmail.com

Evan Lee
Wednesday afternoon (1L07)
elee@genectr.hunter.cuny.edu

Kelvin Ma
Friday morning (1L12), Saturday morning(1L15) and afternoon(1L16)
Keima536@gmail.com

Kizzy Vazquez
Tuesday afternoon(1L05) and evening (1L06), Friday evening(1L14)
Kv408@hunter.cuny.edu

Martina Kucerova
Monday morning (1L01), afternoon (1L02), and evening (1L03)
kucerova@genectr.hunter.cuny.edu

Simon Lee
Friday afternoon(1L13), Sunday morning(1L17) and afternoon(1L18)
sl9004@hunter.cuny.edu

Sushmita Bagchi
Thursday evening(1L11)
Sush_bag@yahoo.com

Suzette Nelson
Wednesday evening (1L08)
Suzettenelson12@gmail.com

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Exams and Grading:
You will be graded on a score of 500 points. 200 laboratory, 210 lecture, 90+ points homework/participation (on MasteringMicrobiology/MMB). Exams are NOT meant to be open book- they will be strictly timed and proctored IN PERSON. Exams cannot be given at an earlier date. If you come to an exam after it has started and your peers have already completed the exam, you may not be able to take the exam and must provide excusable documentation. This is to prevent disruption and cheating during the exam. There will be THREE timed lecture exams at 35 points each (each should take no more than 30-40 minutes- you will be given **60 minutes** to complete). There are NO makeup exams for Exams 1,2, or 3. Exam questions come from a large pool of multiple choice questions that are randomized. The final is comprehensive and is worth 105 points. This final exam is comprehensive and will cover all chapters covered in class. Make-ups for final will only be given in cases of documented emergencies for students with at least a C average from **ALL** other lecture exams. Make up exams will be Multiple Choice and/or Short Answer/Essay format. For students that take all 4 exams, a higher final exam grade will replace all of the (lower) grades for Exams 1, 2, and 3. All students are expected to take all four lecture exams (Exams 1, 2, 3 and Final Exam). Students will receive lecture exam grades via Blackboard/MasteringMicrobiology posted within 10 business days following the exam.

The laboratory component is composed of a total of 200 points. Point breakdown will be explained to you in your first lab. Participation and Attendance is mandatory for success in the laboratory section of the course. Collaborative group work and active participation is expected. You must be on time and plan to stay for the entire class. Assignments will have due dates during the class time or at the discretion of your instructor. Tardiness or lack of attendance will significantly impact your grade. Makeup work will only be provided in cases of approved, documentable excused absence.

Final Grades are determined using the Hunter College grading scale (the overall course is NOT "curved":)

A+	4.0	97.5 – 100%
A	4.0	92.5 – 97.4%
A-	3.7	90.0 – 92.4%
B+	3.3	87.5 – 89.9%
B	3.0	82.5 – 87.4%
B-	2.7	80.0 – 82.4%
C+	2.3	77.5 – 79.9%
C	2.0	70.0 – 77.4%
D	1.0	60.0 – 69.9%

F	0	0.0 – 59.9%

Lecture Grading (300 points total):

90 points (~4-7pts x 16)	Homework (HW) assignments - weekly on MMB *NOTE DUE DATES - extra credit posted on MMB as additional homework to prepare for final exam
35 points	Exam 1 (may include HW assignment questions)
35 points	Exam 2 (may include HW assignment questions)
35 points	Exam 3 (may include HW assignment questions)
105 points	Final Comprehensive Exam (may include HW/extra credit assignment questions) -2 parts (entire exam given all at once) time limited to **2 hours**: Part 1 (35 questions on new material) Part 2 (70 questions from Chapters 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13)

Laboratory Grading (200 points total- additional details will be reviewed in laboratory):

30 points	Assessment during lab section meetings (microscope, aseptic tech, staining, streak plate)
100 points	10 quizzes total (best 10 of 11) /15 minutes at beginning of lab
20 points	10 total (best 10 of 11) Lab manual homework
25 points	Analysis of Results (Week 6, 9, 10, 11, 12 {5 pts each}) group work/presentations
25 points	Interactive and/or short answer comprehensive laboratory exam (Practicum)

Required Reading and Materials:

You are responsible for the material in the text and Modified MasteringMicrobiology that correspond to the chapters listed in the syllabus. **You are responsible for checking BlackBoard (BB) regularly and MasteringMicrobiology regularly.** Instructors will post review material on Blackboard via Voicethread. Bb will be utilized to answer questions, post updates, and post additional lecture material (from text). Exams will be in person in the Assembly Hall 118HN of the North Building (behind security desk). Lecture recording time is limited and may not cover all the material that will be tested on. You will still be responsible for material that is not covered in lecture but is on the syllabus. If you have specific questions on content, please post a question on Bb.

Modified MasteringMicrobiology (MMB) is an elearning tool for the course. **It will be integrated into Bb meaning you must login through our course in Bb**. At least 90 points of homework/lecture exams for this course are based on material utilized in Modified MasteringMicrobiology (including the eText). The student is responsible for registering with their **full registered Hunter College name** at the start of the semester. This is the only way that we will be able to identify you so be sure that your name matches your CUNY Hunter College registered name. Each assignment is worth an assigned point value for a total of at least 90 points. <u>There is absolutely no make-ups/no credit for missed or tardy submissions. Homework is assigned weekly!</u>

Suggested Reading/Homework:

Your Modified MasteringMicrobiology comes with the course eText and additional very helpful animations and self-test/study assessment opportunities that go beyond the graded homework. Reviewing these materials is a good way to help reinforce course content and study for the course. Completing all of the end of chapter Study Questions in the eText will reinforce your reading and help prepare you for the exams.

Academic Integrity/Cheating/ Plagiarism:

A strict code of academic honesty will be followed. Any sign of cheating or plagiarism will result in an automatic ZERO for that test, quiz, or assignment- no exceptions. Cheating and plagiarism include copying from another student's work (current or former) or "copy and pasting" information from the internet (including laboratory homework and assignments). Instructors may use tools such as TurnItIn to verify plagiarism. USE YOUR OWN WORDS TO DESCRIBE SOMETHING!

Students are NOT allowed to take pictures or transcribe any part of the exam to share with other students, post/discuss on social media or use on the internet. Violators of this rule will be subject to a minimum of a ZERO grade on the relevant exam PLUS pursued as cases of academic dishonesty.

"Hunter College regards acts of academic dishonesty (e.g., plagiarism, cheating on examinations, obtaining an unfair advantage, and falsification of records and official documents) as serious offenses against the values of intellectual honesty. The College is committed to enforcing the CUNY Policy on Academic Integrity and will pursue cases of academic dishonesty according to the Hunter College Academic Integrity Procedures."

Campus Policy in Compliance with the American Disabilities Act

All students with disabilities and medical conditions are encouraged to register with the Office of AccessABILITY for assistance and accommodation. *If you need any accommodation or assistance, please contact the Office of AccessABILITY

https://hunter.cuny.edu/students/health-wellness/accessibility/

For more information or assistance, please call the Access & Technology Center at 212-772-5478 or visit us in Room 300, North Building.

Additional Information:

Lecture HW will be assigned at the start of class and immediately after each exam and any graded work will have at least one week to complete and be DUE by Sun at 11:59pm on date in syllabus. Posted Lecture Vt and recordings will be at the end of the week and reviewed for comments the following week. Because every assignment has at least one week to complete, late work will NOT be accepted.

Learning Goals and Outcomes:
This course strives to meet the learning outcomes as posted in the American Society for Microbiology (ASM) Guidelines for Microbiology in Nursing and Allied Health (MINAH) Undergraduate Curriculum Guidelines https://asm.org/ASM/media/Education/ASM-MINAH-Guidelines.pdf

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Lecture	Date	Topic (subject to change at instructor's discretion)	Chapter(s) MMB	MasteringMicrobiology 20- 45min graded
Week 1	Jan 25- Feb 4	Overview; Introduction	1, 3 (review 2, if needed)	1, 3 Due Feb 4 at 11:59pm
Week 2	Feb 5- Feb 11	Prokaryotes; Eukaryotes; Metabolism	4, 5	4, 5 Due Feb 11 at 11:59pm
Week 3	Feb 14- Feb25	Microbial Growth and Control *Exam 1 date moved to 2/21 IN PERSON	6	6 Due Feb 25 at 11:59pm
Week 4	Feb 21	**EXAM 1- IN PERSON** 35 questions- 60min 9:30am-10:45am HN118 (assembly hall)	1, 3, 4, 5	Exam 1 **IN PERSON** 9:30am-10:45am HN118 (assembly hall)
Week 5	Feb 26 - Mar 3	Microbial Genetics and Biotechnology, Foundation Figure in Chapter 2	7, 8	7 Due Mar 3 at 11:59pm
Week 6	Mar 4 - Mar 10	Microbial Genetics and Biotechnology	8, 9	8, 9 Due Mar 10 at 11:59pm
Week 7	Mar 13	**EXAM 2- IN PERSON** 35 questions- 60min 9:30am-10:45am HN118 (assembly hall)	6, 7, 8, 9	Exam 2 **IN PERSON** 9:30am-10:45am HN118 (assembly hall)
Week 8	Mar 18 - Mar 24	Review of Classification	10	10 Due Mar 31 at 11:59pm
Week 9	Mar 25 - April 31	Key Characteristics / Classification: Prokaryotes	11	11 Due Mar 31 at 11:59pm

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Lecture	Date	Topic (subject to change at instructor's discretion)	Chapter(s)	MasteringMicrobiology 20- 45min graded
Week 10	April1 - April 7	Key Characteristics / Classification: Fungi, Algae, Protozoa	12	12 Due April 7 at 11:59pm
Week 11	Apr 8 - Apr 14	Key Characteristics / Classification: Viruses, viroids.	13	13 Due Apr 14 at 11:59pm
Week 12	Apr 17	**EXAM 3- IN PERSON** 35 questions- 60min 9:30am-10:45am HN118 (assembly hall)	10, 11, 12, 13	Exam 3 **IN PERSON** 9:30am-10:45am HN118 (assembly hall)
	SPRING BREAK	SPRING BREAK Apr 22 - Apr 30	SPRING BREAK	SPRING BREAK
Week 13	May 1 – May 8	Disease and Epidemiology Microbial Mechanisms of Pathogenicity	14/15	14, 15 Due May 12 at 11:59pm
Week 14	May 9 – May 15	Immunity: Introduction Immunity: Innate and Adaptive	16/17	16, 17 (+extra credit on MMB) Due May 19 at 11:59pm
FINAL	May 22	**FINAL EXAM** comprehensive - **IN PERSON** 9am-11am Arrive by 8:45am! HN118 (assembly hall) 35 questions- Ch14, 15, 16, 17 70 questions- Ch 1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13	1, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17	FINAL EXAM **IN PERSON** Arrive by 8:45am! 9am-11am HN118 (assembly hall)

*Syllabus, Exam and Lab Calendar are subject to change
Please go to Bb to view Microbiology Laboratory Schedule

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Laboratory Grading Overview:

to be reviewed in detail by your laboratory instructor and subject to change

All laboratory sections meet at
BROOKDALE HEALTH SCIENCE CENTER Room 204W

Required Lab Manual: LABORATORY EXPERIMENTS IN MICROBIOLOGY, 12/e
by T.R. Johnson, C.L. Case (2018), Pearson

Grading: Laboratory work constitutes 40% of course grade (200 out of 500 points)

- Microscope Practicum = 5 points
- Aseptic technique Practicum= 5 points
- Staining = 15 points
- Simple staining-5pts
- Negative staining-5pts
- Gram staining-5pts (Unknown Identification)
- Streaking Plate = 5 points
- Practicum = 25 points
- Quizzes = 100 points (11 quizzes total: Best 10 out of 11 kept {10 pts each quiz})
- Analysis of Results (Week 6, 9, 10, 11, 12 {5 pts each}) = 25 points
- Lab manual Homework Questions (11 assignments total: Best 10 out of 11 kept {2 pts. each homework}) = 20 points

You will receive a zero for a missed quiz. Quizzes are given at the start or immediately following instructor review at your laboratory instructor's discretion. Your quizzes will cover past results, preparatory reading and concepts reviewed in class or in your laboratory manual. Be prepared for the quiz at the start of each meeting.

Lab Manual Homework is due at the beginning of each lab. Late homework will not be accepted.

Absence: If you missed a lab, you will need to provide a doctor's note for course credit to be given AND promptly, see Mr. Evan Lee elee@genectr.hunter.cuny.edu for procedure to be followed in making up missed labs (see below).

Microscope: Microscopes are to be returned to cabinet with low power (10X) objective in place and cord wrapped around the stage.

All objectives are to be **wiped clean with lens paper** after each session. Use only the microscope that is assigned to you.

*Failure to adhere to the above may result in reduction of grade.

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Lab Makeup Policy:

It is highly encouraged that each student makes every effort to attend their assigned lab sections. Due to limitations on lab space, makeup labs can only be granted with proper documentation, and even then it is NOT guaranteed and only allowed on a space available basis. If a student misses a lab and provides a doctor's note, they will not be penalized for the missed lab and arrangements will be made to makeup any missed quizzes and assignments. With proper documentation, **students can only makeup a lab within the same week that particular lab is held. For example, you cannot makeup Lab 1 during Week II when the entire class has already moved onto Lab 2. This is why you need to check the Lab Calendar when planning your Makeup.** No exceptions to this rule. If a student can foresee an event ahead of time where they will have to miss a lab, it will be the student's responsibility to contact both their lab instructor and the lab coordinator, Evan Lee, and arrange a makeup date and time at least 2 weeks prior to the lab they are going to miss. Each student will only be allowed to have one opportunity to schedule an advance make up arrangement for the semester. All correspondence regarding missed labs needs to be sent to both the student's lab instructor and the lab coordinator, Evan Lee. Examples of acceptable documentation/excuses are doctor's note, funeral, accidents, or other family emergencies. Examples of Non-acceptable forms of documentation/excuses are vacation itineraries, weddings, employment obligations, etc...

1. Look over the Lab calendar, Lab instructor sections, days, and times, and Lab instructor emails under “Laboratory Materials”
2. Email Evan Lee (elee@genectr.hunter.cuny.edu) with your documentation and cc’ your regular lab instructor and intended makeup lab instructor once you have decided which lab you will attend for the makeup. **Again, check the Lab Calendar to plan for your makeup. Makeups will NOT be possible once all the sections have moved onto the next lab.**
3. Makeups will only be allowed with proper documentation as stated above.