Course Syllabus

Course Prefix and Number BIO 1311

Course Title Botany Laboratory

Credit Hours 1 credit hour

Pre-/co-requisite courses Co-requisite is BIO 1313

Course Description (from catalog)

A laboratory course that contains experiments and exercises that reinforce the principles introduced in BIO 1313 Botany I, Lecture.

Course Objectives

At completion of Botany I Laboratory, a student should be able to know, identify, recognize, or have knowledge of:
External structure of a basic plant.
Parts, function and use a microscope.
Plant cell structure and function.
Stages of plant cell mitosis.
Structure and function of roots, stems, and leaves.

Course Transferability

Contact the institution to which you plan to transfer.

Grading Scale

A =	90 - 100
B =	80 - 89
C =	70 - 79
D =	60 – 69
F =	below 60

Attendance Policy

Plagiarism/Academic Honesty

Students are expected to uphold the school's standard of conduct relating to academic honesty. Students assume full responsibility for the content and integrity of the academic work they submit. The guiding principle of academic integrity shall be that a student's submitted work, examinations, reports, and projects must be that of the student's own work. Students shall be guilty of violating the honor code if they:

1. Represent the work of others as their own.
2. Use or obtain unauthorized assistance in any academic work.
3. Give unauthorized assistance to other students.
4. Modify, without instructor approval, an examination, paper, record, or report for the purpose of obtaining credit.
5. Misrepresent the content of submitted work.

The penalty for violating the honor code is severe. Any student violating the honor code is subject to the guidelines identified in the Student Handbook. If a student is unclear about whether a particular situation may constitute an honor code violation, the student should meet with the instructor to discuss the situation.

If a student is caught cheating or plagiarizing they will receive a zero for the assignment, possible failing of the course, and possible dismissal/suspension from school.

ADA Statement/Non-discrimination Statement

Students with documented disabilities that qualify under the Americans with Disabilities Act (ADA) may apply to the Office of Disability Support Services (Hinds Community College, Raymond Campus, Moss Hall, Suite 211) to determine eligibility for educational accommodations. (601-857-3310). Disabilities covered by the ADA may include learning, psychiatric, physical disabilities or chronic health disorders.

In compliance with Title VII, Civil Rights Act of 1964, Education Amendments of 1972 to the Higher Education Act, Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, Section 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans Readjustment Act of 1974, Executive order 11246 and Revised order No. 4, Hinds Community College assures that no one shall, on the grounds of race, color, national origin, religion, sex, age, or disability be excluded from participation in or be denied the benefits of or otherwise be subject to discrimination in any program or activity of the College.

Official Hinds CC Disability Support Services Statement

Hinds Community College provides reasonable and appropriate accommodations for students with disabilities. Disability Services staff members verify eligibility for accommodations and work with eligible students who have self-identified and provided current documentation. Students with disabilities should schedule an appointment with the designated Disability Services staff member on their respective campuses to establish a plan for reasonable, appropriate classroom accommodations.

Campus	Number
Raymond	601.857.3310
Jackson – NAHC	601.376.4803
Utica	601.885.7045
Jackson – ATC	601.366.1405
Rankin	601.936.5544
Vicksburg-Warren	601.629.6807

Policies, procedures, and college regulations are fully accessible to students on the College Website at www.hindscc.edu under the Current Students/Documents tab. There you will find the 2008-2009 Student Handbook, the College Catalog, Transfer Guides, and many other helpful links.

Video Surveillance

Hinds Community College utilizes Video Surveillance Cameras in order to enhance security and personal safety on its campuses. It has been determined that use of this equipment may prevent losses and aid in the law enforcement activities of the Hinds Campus Police. To ensure the protection of individual privacy rights in accordance with the law, a formal Policy on the Use and Installation of Video Surveillance Equipment has been written to standardize procedures for the installation of this type of equipment and the handling, viewing, retention, and destruction of recorded media. Under no circumstances shall the contents of any captured audio or video recordings be exploited for purposes of profit or commercial publication, nor shall recordings be publicly distributed except as may be required by law.

Individual instructors will provide additional information in their course syllabus including, but not limited to:

- Instructor contact information and office hours
- Meeting location and dates/times
- Textbook and course materials
- Instructional methods
- Grading plan
- Topic outlines
- Exam information
- Assignments