

Cover Sheet: Request 10910

MCB3020 - change organic chemistry prerequisite requirement

Info

Process	Course Modify Ugrad/Pro
Status	Pending
Submitter	Oli,Monika moli@ufl.edu
Created	4/5/2016 2:47:14 PM
Updated	5/5/2016 2:40:33 PM
Description	We would like to request to change organic chemistry to be a co-requisite instead of a pre-requisite for MCB3020.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	CALS - Microbiology and Cell Science 514910000	Triplett, Eric		4/6/2016
Added MCB 3020 syllabus change prerequisite.pdf					4/5/2016
College	Approved	CALS - College of Agricultural and Life Sciences	Brendemuhl, Joel H	Approved at the CALS CC on 4/15/16.	5/5/2016
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			5/5/2016
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|Modify for request 10910

Info

Request: MCB3020 - change organic chemistry prerequisite requirement

Request description: We would like to request to change organic chemistry to be a co-requisite instead of a pre-requisite for MCB3020.

Submitter: Oli,Monika moli@ufl.edu

Created: 4/8/2016 4:25:20 PM

Form version: 2

Responses

Current PrefixMCB

Course Level3

Number 020

Lab Code None

Course Title BASIC BIOLOGY OF MICROORGANISMS

Effective Term Earliest Available

Effective Year Earliest Available

Requested Action Other (selecting this option opens additional form fields below)

Change Course Prefix?No

Change Course Level?No

Change Course Number?No

Change Lab Code?No

Change Course Title?No

Change Transcript Title?No

Change Credit Hours?No

Change Variable Credit?No

Change S/U Only?No

Change Contact Type?No

Change Rotating Topic Designation?No

Change Repeatable Credit?No

Change Course Description?No

Change Prerequisites?Yes

Current PrerequisitesBSC 2010 and BSC 2010L, or equivalent, with minimum grades of C; BSC 2011 and BSC 2011L, or equivalent, or AGR 3303, with minimum grade/s of C; CHM 2200 or CHM 2210, with minimum grade of C; non-microbiology majors only.

Proposed PrerequisitesBSC 2010 and BSC 2010L, or equivalent, with minimum grades of C; BSC 2011 and BSC 2011L, or equivalent, or AGR 3303, with minimum grade/s of C; non-microbiology majors only.

Change Co-requisites?Yes

Current Co-requisitesnone

Proposed Co-requisitesCHM 2200 or CHM 2210

RationaleWe would like to change organic chemistry to be a co-requisite instead of it being a pre-requisite. The reason is that the students don't need the knowledge of organic

chemistry to succeed in the class as it is currently taught. Secondly this change will allow the students to take microbiology earlier in their academic career and thus provides them more time to take other classes with microbiology as prerequisite.

Thirdly, we changed the same prerequisite to co-requisite in our MCB3023 class and want to make sure both of our microbiology classes have the same pre/co-requisites.

This request is approved by the instructor.

MCB 3020

BASIC BIOLOGY OF MICROORGANISMS

Spring 2015 (3CR)

INSTRUCTOR

Dr. Karim Asghari, 1046 Microbiology Bldg.
Office Hours Mondays and Wednesdays 9:30-11:30am
Email: Asghari@ufl.edu
Tel: 352-392-5226 office
352-214-2469 cell

COURSE DESCRIPTION (from catalogue)

Structure, nutrition and growth of microorganisms; characterization of representative microorganisms and viruses; metabolic properties and introduction to microbial genetics, immunology and pathogenesis of microorganisms.

COURSE OBJECTIVES:

Provide student with a foundation in microbiology and explore current areas of interest.

TEXTBOOK:

(Required) the textbook for this course is Prescott's Principles of Microbiology (Willey, Sherwood and Woolverton, 2009). The textbook serves as a reference that provides additional information, to help students prepare for the lectures, and to supplement the lectures. Most of the tables and figures used in the lectures come from the textbook. Specific chapters and pages will be assigned as required readings for each exam.

WEBSITE:

The class is on E-learning (Canvas (<http://elearning.ufl.edu/>)). The class syllabus, lecture note, lecture presentations, study guides, practice exams and other materials will be posted on ELearning throughout the semester. Questions about lecture material should be addressed during live lecture sessions, office hours, via email, and on the regularly Q&A sessions. Details and clarifications about class policy will be posted online on a regular basis, and or will be announced in class presentations. Students should check their emails and announcements on Sakai on a regular basis (once a day).

Attendance:

Attendance is not mandatory. Lectures are pre-recorded and will be posted online on a regular basis.

GRADING/TESTS and MAKEUP POLICY:

The final class grade is based on accumulated points

There are four (4) regularly scheduled non-cumulative exams. The course is based on 400 points. A written (short answer) makeup exam is allowed for a missed exam due to an excused absence. Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Grading scale (accumulated points):

A 360 – 400 points

A- 356 – 359.9 points

B+ 348 – 355.9 points

B 320 – 347.9 points

B- 316 – 319.9 points

C+ 308 – 315.9 points

C 280 – 307.9 points

C- 275 – 279.9 points

D 240 – 274.9 points

E 000 – 239.9 points

More information on grades and grading policies is here:

<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

EXAMS:

Exams are on Sakai and students will take them online during the scheduled times. Four scheduled exams are proctored and administered by ProctorU test management system. Students must schedule their exam with ProctorU in advance. Students take the exams administered by ProctorU on Sakai using their own laptop computers. Students must make sure their computer is in compliance with University of Florida antivirus/software policy. Update your antivirus software the day before the exams. Students will not be allowed to exit/re-enter the session or use phones during the session. Please see the introduction given during the first day of classes for more details.

Exam materials will come from lectures presentations, lecture notes, and assigned textbook readings. In some cases information presented in class may be in contradiction with information from other sources, especially internet-posted materials. In these

cases exam questions will be based only on the information available in the textbook, lecture notes, or materials presented during the lecture presentations, and exams will be graded accordingly. To help students prepare for exams practice exams/answers will be posted online. Students should use these exams as real assessments of learning rather than study guides. Never try to memorize answers to these questions.

EXTRA CREDIT POINTS:

Extra credit points are provided as online quizzes. Please see the announcements for more details.

WK Date TOPIC

01.	01-05	Introduction to Microbiology and Microscopy
02.	01-12	Macromolecules and Cellular Chemistry, Cell Biology
03.	01-19	Macromolecules and Cellular Chemistry, Cell Biology
04.	01-26	Microbial Growth and Nutrition, Bacterial Metabolisms

EXAM I Wednesday January 28, 2015

05.	02-02	Microbial Growth, Nutrition, and Bacterial Metabolisms
06.	02-09	Bacterial Genetics, Regulation of Gene Expression (Quiz ONE Due)
07.	02-16	Molecular Biology, Genetic Engineering
08.	02-23	Biotechnology, Bioinformatics

EXAM II Wednesday February 25, 2015

09.	03-09	Microbial Diversity, Virology (Quiz TWO Due)
10.	03-16	Control of Microbial Growth, Antibiotics and other Antimicrobial Agents
11.	03-23	Immunity, Hypersensitivity, Immunodeficiency

Exam III Wednesday March 25, 2015

12.	03-30	Epidemiology, Mechanism of Pathogenicity
13.	04-06	Public Health, Clinical, and Diagnostic Microbiology (Quiz THREE Due)
14.	04-13	Public Health, Clinical, and Diagnostic Microbiology

Exam IV Monday April 20, 2015

Other UF resources

Students Requiring Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Campus Resources

Resources are available on campus for students having personal problems or lacking clear career and academic goals, which interfere with their academic performance. These resources include:

Health and Wellness

- U Matter, We Care: If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.
- Counseling and Wellness Center: <http://www.counseling.ufl.edu/cwc/Default.aspx>, 392-1575;
- Sexual Assault Recovery Services (SARS) at the Student Health Care Center, 392-1161.
- For emergencies call: University Police Department, 392-1111 (or 9-1-1 for emergencies). <http://www.police.ufl.edu/>

Academic Resources

- E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. <https://lss.at.ufl.edu/help.shtml>.
- Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling. <http://www.crc.ufl.edu/>
- Library Support, <http://cms.uflib.ufl.edu/ask>. Various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. <http://teachingcenter.ufl.edu/>
- Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <http://writing.ufl.edu/writing-studio/>

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

Class demeanor

Students are expected to arrive to class on time and behave in a manner that is respectful to the instructor and to fellow students. Please avoid the use of cell phones and restrict eating to outside of the classroom. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion

should be held at minimum, if at all.

Netiquette guide for online courses

It is important to recognize that the online classroom is in fact a classroom, and certain behaviors are expected when you communicate with both your peers and your instructors. These guidelines for online behavior and interaction are known as netiquette.

<http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf>

University Honesty Policy

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Software Use

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

Microsoft Office 365 Software is free for UF students

<http://www.it.ufl.edu/gatorcloud/free-office-365-downloads/>

Other free software is available at:

<http://www.software.ufl.edu/>

To check for availability of the media and technical requirements, contact the UF Computing Help Desk at (352)392-HELP(4357).

University of Florida Complaints Policy and Student Complaint Process

The University of Florida and most instructors believe strongly in the ability of students to express concerns regarding their experiences at the University. Most problems, questions and concerns about courses can be resolved by professionally communicating

with the instructor. Please try to meet your instructor in person, make an appointment to call, or try to set up a remote meeting through Skype or other media.

If this does not help the University encourages the students who wish to file a written complaint to submit that complaint directly to the department that manages that course. If a problem really persists and cannot be resolved by communicating with the instructor and the department, contact

- Residential Course:
https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf.
- Online Course: <http://www.distance.ufl.edu/student-complaint-process>.

This said, professionalism is a two-way-street. Unprofessional behavior includes among other things: lack of communication, blaming other people or external factors, lying, affecting others negatively in a group or in the class, not accepting criticism and not being proactive in solving problems or seeking help.

If a student is lacking professionalism repeatedly, the instructor has the rights to file formal complaint against the student as well.