


BIOL 2311/2111-0u1.24U Syllabus

 Course Information	Course	BIOL 2311/2111.0u1.24U
	Course Title	Introduction to Modern Biology I
	Professor	Dr. Subha Sarcar, Ph.D., MS, M.Sc.
	Term	5-28-2024 to 8-08-2024
	Course Modality	<i>In-person (for both Lectures and workshops) (Mandatory graded attendance for the Lecture classes)</i>
	Class Location, Days & Time	BIOL 2311: SCI 2.215: MWF: 2.30 pm - 3.45 pm BIOL 2111: SCI 2.215: Th: 2.00 pm – 3.30 pm

Professor's Contact Information

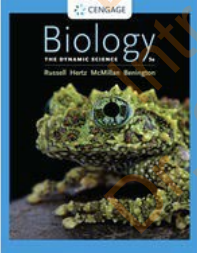
Email Address	Subha.N.Sarcar@utdallas.edu
Office	FO 3.210
Student Office Hours	Mon/Fri - 12.00 pm-1.30 pm (in-person in the office or online, via TEAM call.) Thu - 4.00 pm-5.00 pm (in-person in the office or online, via TEAM call.) (Appointments should be made by email ahead of time)

Teaching Assistants	Graduate TAs:
	John Michael Camp (john.camp@utdallas.edu)
	Undergraduate TAs:
	Vrishti Mishra (vrishti.misra@utdallas.edu) Tanvir Singh (tanvir.singh2@utdallas.edu)

General Course Information

Pre-requisites	CHEM 1311 General Chemistry I / CHEM 1315 CHEM 1312 General Chemistry II / CHEM 1316
Co-requisites	BIOL 2111.0U1: Introduction to Modern Biology I Workshop
Course Description	The course covers fundamental concepts in modern biology with an emphasis on the molecular and cellular basis of biological phenomena. Lecture topics include the basic biochemistry of biological molecules, cellular metabolism, organization of prokaryotic and eukaryotic cells, introductory classical and molecular genetics, essentials of mammalian physiology, organizational and operation principles of endocrine, immune, and nervous systems, and selected aspects of developmental biology. In addition to lectures, topics are reviewed in workshop classes in small, informal meetings with discussions, question/answer sessions, and Quizzes.

This syllabus serves as a "contract" between students and the teaching team (TAs/Faculties), for BIOL 2311.0u1.24U/BIOL 2111.0u1.24U; to ensure that the students will go through the syllabus carefully and will adhere to the syllabus guidelines

<p>Course Objective</p>	<p>Critical Thinking (CT)—to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information</p> <p>Communication (COM)—to include effective development, interpretation, and expression of ideas through written, oral, and visual communication.</p> <p>Empirical and Quantitative Skills (EQS)—to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.</p> <p>Teamwork (TW)—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.</p>
<p>Learning Outcomes</p>	<p>Upon completion of the course</p> <ul style="list-style-type: none"> • Students will be able to define the subcellular structures, macromolecules in a eukaryotic cell • Students will be able to explain and describe the basic functions of cells including energy production and utilization (in animal and plant cells), cell division, the basic mechanisms of genetic inheritance, structure of DNA, discovery of DNA, transcription and translation process, the regulation of gene expression, and selected aspects of the molecular basis of cancer. • Students will be able to understand basic cell signal transduction pathways and their final responses inside cells • Students will be able to develop hypotheses to interpret experimental observations and devise experiments to test these hypotheses.
<p>Recommended Textbooks and Online Access</p> 	<p>Textbook: Biology by Russell, (Cengage) 5th edition (Required) and the online access tool, MindTap v2.0</p> <p>Options to purchase course materials: When you try to register in MindTap using the link on the eLearning course page, you will see a page that offers several options as well as Cengage Unlimited.</p> <p>MindTap 1-semester: \$114; MindTap 2-semester: \$131 Cengage Unlimited 1-semester: \$129.99; Cengage Unlimited 2-semester (1 year): \$199.99</p> <p>With a Cengage Unlimited subscription, you will have access to ALL Cengage eBooks and digital learning products. Cengage Unlimited has a 4-month subscription, a 12-month or a 24-month subscription (see above).</p>
<p>Course Materials</p>	<p>Power point lectures as (watermarked) pdfs and grades will be posted on eLearning.</p> <p>Please look for the Cengage/Mind Tap links on eLearning under the assignments tab.</p>
<p>Course Evaluation</p>	<p>There will be in mandatory lecture attendance scores, in class lecture exams, in-class quizzes, surprise workshop quizzes, and online assignments:</p> <ul style="list-style-type: none"> • Pre-class-Learn it assignments and • Post-class- Apply it (homework case studies and practice quizzes)

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BIOL 2311 MODERN BIOLOGY I – LECTURE CLASS

Topics and Tentative Schedule - Summer 2024

Week	Dates	Days	Chapters	Topics	Quiz
1	29 May	W	3	Introduction, Syllabus, Biological Molecules	Quiz-1
	31 May	F	3	Biological Molecules	
2	3 June	M	3, 4	Biological Molecules; Cells	Quiz-2
	05 June	W	3, 4	Cells	
	07 June	F	5	Cells and Membrane Transport	
3	10 June	M	5	Cells and Membrane Transport	No Quiz
	12 June	W	3, 4, 5	EXAM - 1	
	14 June	F	6	Energy	
4	17 June	M	6	Energy	Quiz-3
	19 June	W	Juneteenth/Emancipation Day, Holiday		
	21 June	F	7	Harvesting Energy	
5	24 June	M	7	Harvesting Energy	Quiz-4
	26 June	W	7, 10	Harvesting Energy, Mitosis	
	28 June	F	10	Mitosis	
6	01 July	M	6, 7, 10	EXAM - 2	Quiz-5
	03 July	W	11	Meiosis	
	05 July	F	10, 11	Meiosis and Cell Cycle	
7	08 July	M	10, 11	Meiosis and Cell Cycle	Quiz-6
	10 July	W	9	Cell Communication	
	12 July	F	9	Cell Communication	
8	15 July	M	13	<i>Genes, Chromosomes, and Human Genetics</i>	No Quiz
	17 July	W	9, 10, 11	EXAM - 3	
	19 July	F	13	<i>Genes, Chromosomes, and Human Genetics</i>	
9	22 July	M	13	<i>Genes, Chromosomes, and Human Genetics</i>	Quiz-7
	24 July	W	14	DNA discovery and Replication	
	26 July	F	14	DNA discovery and Replication	
10	29 July	M	15	From DNA to Protein	Quiz-8
	31 July	W	15	From DNA to Protein	
	02 Aug	F	13, 14, 15	EXAM 4 (FINAL EXAM)	
Final letter grades will be posted by 5th Aug and uploaded to Orion by 7th Aug.					

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(Focus will be on learning and understanding rather than finishing the syllabus)

The descriptions and timelines indicated in this syllabus are subject to change at the discretion of the Professor.

BIOL 2111 MODERN BIOLOGY I – WORKSHOP CLASS

Topics and Tentative Schedule - Summer 2024

Weeks	Dates	Days	Chapters covered
1	May 30	Th	Introduction, MindTap, and Chapter 3 review
2	June 06	Th	2, 3, 4
	June 12	W	EXAM-1
3	June 13	Th	Exam-1 Review
4	June 20	Th	6
5	June 27	Th	7, 10
	July 01	M	EXAM-2
6	July 04	Th	USA Independence Day (No Workshop)
7	July 11	Th	9, 10, 11
	July 17	W	EXAM-3
8	July 18	Th	Exam-3 Review
9	July 25	Th	13, 14
10	Aug 01	Th	14, 15
	Aug 02	F	EXAM-4

The descriptions and timelines indicated in this syllabus are subject to change at the discretion of the Professor.

<p>Lecture materials</p>	<p>Lecture materials (watermarked) will be posted online on e-learning on the dates mentioned in the syllabus. These materials may be downloaded during the course; however, these materials are for registered students' use only. Classroom materials must not be reproduced or shared with those, not in class or uploaded to other online environments except to implement an approved Office of Student Accessibility accommodation. Failure to comply with these University requirements is a violation of the Student Code of Conduct.</p>
<p>MindTap Assignments</p>	<p>All these assignments - pre (Learn it), post – (Apply It) and other (homework etc.) will be posted on eLearning. Assessments will not be accepted past the due date. Due date extension will be given under extenuating circumstances, at the discretion of the instructor. Please keep checking the eLearning course page for links to take you to the date view for assessments for weekly assignments. Please note that the assessments will be released in blocks according to the syllabus.</p> <p>LEARN IT:</p> <ol style="list-style-type: none"> 1. These assignments may be assigned every week. 2. These assignments <u>may be set up for grading</u>. 3. These assignments may be timed and may be set up for multiple attempts. When multiple attempts are allowed, the best score will be used. 4. If you incur technical difficulties, please email me the day before the assessment is due. 5. These assessment links can be found on the eLearning course page – in the assignments tab. <p>USE THESE LINKS TO ACCESS AND COMPLETE YOUR LEARN IT ASSESSMENT.</p> <p>APPLY IT - HOMEWORK, Practice quizzes, and CASE STUDIES: These assessments are assigned after the Chapter is discussed in lecture:</p> <ol style="list-style-type: none"> 1. These may be assigned every week and may be timed. 2. These are graded assignments only. 3. <u>Some of these assignments</u> may be set up for more than one attempt and the best score will be recorded. 4. Homework and practice quizzes that are included will follow the same rules as mentioned in 2 and 3. 5. The assessment links can be found on the eLearning course page under the assignments tab. <p><u>PLEASE ONLY USE THESE LINKS TO DO YOUR ASSESSMENTS.</u></p> <ol style="list-style-type: none"> 6. If you incur technical difficulties, please email me the day before the assignment is due. <p>NOTE - Once you have completed these assignments, it will populate in your gradebook automatically. Please note that if you log into MindTap/Cengage and do your assessments there, your</p>

	<p>grade might not immediately transfer over to eLearning. Only assignments with links on eLearning will be counted towards your final grade. So please complete these assignments using the links on eLearning. And the extra assignments available on MindTap may be used for practice.</p>
<p>Class Attendance</p>	<p>Lecture attendances are mandatory and graded, and students are highly encouraged to attend the in-person lectures every week and clarify any doubts they may have. Class attendance also counts toward final grading. Students who fail to comply with the above-mentioned guidelines are inviting scholastic difficulty.</p> <p>Students are requested to schedule their calendars to be there, for lectures on time or 5 min before. Coming late to class makes a disruption to the attention span of the students attending the class as well as disrupts the focus of the faculty and students alike. Late coming (10 min after the start of the class) is not recommended and in case of repeat activity the respective faculty can take steps that may adversely impact the overall grades.</p> <p>Arriving at class punctually and regularly is a part of your responsibility. Lateness or leaving the workshops early is not tolerated as it is disruptive to the orderly and efficient conduct of the class. Students who establish a trend of habitual lateness/chronic tardiness or leave the class early are reported to the Dean of Students Office.</p>
<p>Class Absence</p>	<p>Missing a lecture requires a student to notify the Professor at least 24hs prior to the missing class. A maximum of 3 absences (13%) out of 23 lectures (excluding the first day of the class and lecture exam days) can be accepted.</p> <p>Missing a class due to extenuating circumstances (may include personal health emergencies/medical or dental school interviews/university-related affairs) and upon prior communication with the instructor will not incur any loss of attendance credit. Any other reasons (there can be potentially N number of valid reasons) with prior notification to the Professor will incur a loss of half of the total attendance credit for that lecture class (-2.5 points).</p> <p>If the absence is on the lecture quiz day, upon prior notification and approval by the professor the student can do a make-up quiz with a different format of questions (may have descriptive questions), by scheduling a time and place after consultation with the Professor.</p>

<p>Workshop Absence</p>	<ul style="list-style-type: none"> • Missing a workshop requires a student to notify the Professor at least 24hs prior to missing the workshop. • Workshops will be covered by the faculty and will include QnA sessions. • Students are highly encouraged to read/review/study any previous materials (until the day of the workshop) and clarify any doubt during the workshop. • TAs may prepare some non-graded quiz for the class, during the workshops. • During workshops, lecture materials/topics will not be repeated, rather specific doubts will be covered. • During the workshops, questions can be asked to random students to understand the level of clarity from the student's end.
<p>Workshop Attendance</p>	<p>Timely review of the class materials before coming to the workshops is encouraged to secure a thorough understanding of the subject. Please do not defer this learning to the last moment. Students are highly encouraged to attend the in-person workshops every week and clarify any doubts they may have. Workshop attendance and participation in-class activities are helpful for your success in the course. Attendance and participation in the course are reported to the registrar as mandated by the University.</p> <p>Arriving at the workshops punctually and regularly is a part of your responsibility. Lateness or leaving the workshops early is not tolerated as it is disruptive to the orderly and efficient conduct of the class. Students who establish a trend of habitual lateness/chronic tardiness or leave the class early are reported to the Dean of Students Office.</p> <p>While learning styles may be different, success in the course generally depends upon class attendance and participation in the workshop meetings, asking questions, completing workshop quizzes, and reviewing the textbook chapters/sections. Be diligent with your studies. It is difficult to catch up on an exam and quizzes if you fall behind.</p>
<p>Use of Electronic Devices</p>	<p>Students are expected and required to adhere to the University of Texas at Dallas student conduct and discipline policies (policy.utdallas.edu/utdsp5003) established in accordance with The University of Texas System. Each student is charged with notice and knowledge of and compliance with the contents and provisions thereof.</p>

<p>Makeup Exams</p>	<p>Make-up exams will be given ONLY in case of documented excuses or emergencies such as in the event of an illness documented by a doctor's report (with clinic contact information), an official university business, or professional school interviews. Most "return to work" slips do not indicate that there was a sickness or emergency and they do not specify the date and reason for the visit and diagnosis by a doctor or clinic. Thus, you need to provide official documentation indicating specifically the date and reason for admission to a clinic, or documentation indicating attendance to a school interview or demonstrating an extraordinary or emergency situation.</p> <p>You must request a make-up exam within a 2-day window of the original exam day.</p> <p>Since religious holidays are known in advance, you must inform them at the beginning of the semester.</p> <p>Make-up exam format may be different from regular exams and may include short answer components and/or drawings of structures. The highest grade possible on a make-up exam is the average of a student's other exam scores. Students should not be able to benefit from the extra time that other students do not have. Students can maintain their average but not improve upon it.</p>
<p>Mid Term Grades</p>	<p>Students are issued mid-term grades to apprise them of their progress within the semester. Midterm grades are important for advising and retention purposes, therefore it is vital that the grades accurately reflect academic progress. These grades are not a part of the permanent record and will not appear on academic transcripts.</p>
<p>Exam Viewing Office Hours</p>	<ul style="list-style-type: none"> • Instructor will send announcements on eLearning about office hours for discussing exams after they have been graded. • Please be sure to come and visit the instructor during these in-person office hours. • Only missed questions and your performance will be discussed. • No online exam review is available (only in person review during assigned hours). • No grade changes will be made ONE week after the date of the exams (1-3). (No such option is available for the Final exam)

<p>Intellectual Property and Copyrighted Material</p>	<p>It is the policy of The University of Texas at Dallas to adhere to the requirements of the United States Copyright and Intellectual Property Laws. Content of the course, including, but not limited to, course outlines, class notes, PowerPoint slides or lecture recordings, exams, and assignments may contain copyright-protected material and/or intellectual property, and therefore, they should not be distributed, shared in any public domain, posted on a third-party website, or sold. Intellectual property and copyright infringements are treated as civil – intellectual property disputes.</p>
<p>Class Recordings</p>	<p>Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student AccessAbility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings must not be published, reproduced, or shared with those, not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. Failure to comply with these University requirements is a violation of the Student Code of Conduct.</p> <p>NOTE: if the instructor records any part of the course, then the instructor will need to use the following syllabus statement:</p> <p><i>The instructor may record meetings of this course. Any recordings will be available to all students registered for this class as they are intended to supplement the classroom experience. Students are expected to follow appropriate University policies and maintain the security of passwords used to access recorded lectures. Unless the Office of Student AccessAbility has approved the student to record the instruction, students are expressly prohibited from recording any part of this course. Recordings may not be published, reproduced, or shared with those not in the class, or uploaded to other online environments except to implement an approved Office of Student AccessAbility accommodation. If the instructor or a UTD school/department/office plans any other uses for the recordings, consent of the students identifiable in the recordings is required prior to such use unless an exception is allowed by law.</i></p> <p>Failure to comply with these University requirements is a violation of the Student Code of Conduct.</p>
<p>Use of Artificial Intelligence and related tools</p>	<p>We expect your work/reports/assignments to be original. One must get written permission to use AI tools like ChatGPT or similar tools. These tools are often not a reliable source of information, and to be scientifically correct one must verify the sources and references painstakingly.</p> <p>ChatGPT and AI can be great tools to use at times. But, for academia, it falls short of helping us become original and critical thinkers. That’s why we must learn, with guidance, how to use the tool. Don’t allow ChatGPT to think FOR you. Your professors want to know what YOU think, not what the collective Internet thinks.</p>

<p style="text-align: center;">Student Conduct and Discipline</p>	<p>The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD publication, <i>A to Z Guide</i>, which is provided to all registered students each academic year.</p> <p>The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the <i>Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3</i>, and in Title V, Rules on Student Services and Activities of the university's <i>Handbook of Operating Procedures</i>. The rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391).</p> <p>A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off-campus, or whether civil or criminal penalties are also imposed for such conduct.</p>
<p style="text-align: center;">Academic Integrity</p>	<p><i>The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work. See https://conduct.utdallas.edu/integrity.</i></p>
<p style="text-align: center;">Academic Dishonesty</p>	<p><i>Academic dishonesty can occur in relation to any type of work submitted for academic credit or as a requirement for a class. It can include individual work or a group project. Academic dishonesty includes plagiarism, cheating, fabrication, and collaboration/collusion. In order to avoid academic dishonesty, it is important for students to fully understand the expectations of their professors. This is best accomplished through asking clarifying questions if an individual does not completely understand the requirements of an assignment. Additional information related to academic dishonesty and tips on how to avoid dishonesty may be found here: https://conduct.utdallas.edu/dishonesty.</i></p>

<p>Email Use</p>	<p>The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence to be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individuals corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.</p>
<p>Withdrawal from Class</p>	<p><i>The administration at UT Dallas has established deadlines for withdrawal from any course. These dates and times are published in the Comet Calendar (http://www.utdallas.edu/calendar) and in the Academic Calendar (http://www.utdallas.edu/academiccalendar). It is the student's responsibility to handle withdrawal requirements from any class. In other words, a professor or another instructor cannot drop or withdraw any student unless there is an administrative drop such as the following:</i></p> <ul style="list-style-type: none"> • <i>Not meeting the prerequisites for a specific course</i> • <i>Not satisfying the academic probationary requirements, resulting in suspension</i> • <i>An Office of Community Standards and Conduct request</i> • <i>Not making appropriate tuition and fee payments</i> • <i>Enrollment is in violation of academic policy</i> • <i>Not admitted for the term in which they registered</i> <p><i>It is the student's responsibility to complete and submit the appropriate forms to the Registrar's Office and ensure that he or she will not receive a final grade of "F" in a course if he or she chooses not to attend the class after being enrolled. Undergraduate students: please review the <u>Dropping and Withdrawing</u> section in the catalog.</i></p>
<p>Incomplete Grades</p>	<p><i>As per university policy, incomplete grades may be given at the discretion of the instructor of record for a course, when a student has completed at least 70% of the required course material but cannot complete all requirements by the end of the semester. An incomplete course grade (grade of 'I') must be completed within the time period specified by the instructor, not to exceed eight (8) weeks from the first day of the subsequent long semester. Upon completion of the required work, the grade of 'I' may be converted into a letter grade (A through F). If the grade of Incomplete is not removed by the end of the specified period, it will automatically be changed to a grade of F. The incomplete grade policy is included in the online UT Dallas Undergraduate Catalog, https://catalog.utdallas.edu/now/undergraduate/policies/academic#incomplete-grades and the Graduate Catalog, https://catalog.utdallas.edu/now/graduate/policies/grades#grade-of-i-incomplete.</i></p>

<p>Student Grievance Procedures</p>	<p>Procedures for student grievances are found in university policy UTDSP5005 (https://policy.utdallas.edu/utdsp5005). In attempting to resolve any student grievance regarding disputes over grades, application of degree plan, graduation/degree program requirements, and thesis/and dissertation committee, adviser actions and/or decisions, evaluations, and/or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originated.</p>
<p>AccessAbility Resource Center (OSA/ODEI affiliation):</p>	<p>Students who have registered and are eligible to receive accommodations will provide an accommodation letter on official letterhead to their course instructor. Only students who provide such a letter should be accommodated. As of September 1, 2022, The Office of Student AccessAbility will be changing its name to the AccessAbility Resource Center to better serve the UT Dallas community and will be under the Office of Diversity, Equity and Inclusion (ODEI). Students who seek accommodation, must furnish "signed OSA document, to each of the faculties, as early in the semester as possible"; accordingly, the relevant accommodations will be provided.</p> <p>The center is located in the Administration Building (AD 2.224), and its personnel can be reached at (972) 883-2098 or via email at studentaccess@utdallas.edu.</p>
<p>Social Media Use</p>	<p>The <u>Student Code of Conduct</u> includes behaviors conducted via any digital platform. Students will not use any digital platform to seek or provide unauthorized assistance for any assignment done for academic credit. Students will not use any digital platform to impersonate or represent any person other than themselves. Please consult with your instructor regarding authorized assistance.</p>
<p>Copyright Notice</p>	<p>It is the policy of UT Dallas to adhere to the requirements of the United States Copyright Law of 1976, as amended, (Title 17, United States Code), including ensuring that the restrictions that apply to the reproduction of software are adhered to and that the bounds of copying permissible under the fair use doctrine are not exceeded. Copying, displaying, reproducing, or distributing copyrighted material may infringe upon the copyright owner's rights. Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing, may subject students to appropriate disciplinary action as well as civil and criminal penalties. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. For more information about the fair use exemption, see https://guides.lib.utexas.edu/fairuse/home. As a UT Dallas student, you are required to follow UT Dallas' copyright policy (UTDPP1043 at https://policy.utdallas.edu/utdpp1043) and the UT System's policy, UTS107 at https://www.utsystem.edu/board-of-regents/policy-library/policies/uts107-use-copyrighted-materials.</p> <p>Materials presented and distributed in the class or outside (towards class/course material) are copyright materials of the Faculty and the University and not to be shared in any online or offline platform (for example course hero, Chegg, etc.) without an explicit approval of the Faculty in charge of this course. Illegal activities will call for immediate adverse action.</p>

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<p>Accommodations for Students with Disabilities</p>	<p>The University of Texas at Dallas is committed to providing reasonable accommodations for all persons with disabilities. The syllabus is available in alternate formats upon request. If you are seeking classroom accommodations under the Americans with Disabilities Act (2008), you are required to register with the AccessAbility Resource Center (ARC), located in the Administration Building, Suite 2.224. Their phone number is 972-883-2098, email: studentaccess@utdallas.edu and the website is https://accessability.utdallas.edu/. To receive academic accommodations for this class, please register and request services by completing the Request for Services form with the proper documentation and meet with the Director of ARC at the beginning of the semester.</p> <p>For additional information regarding the ADA Section 504 of the Rehabilitation Act or the Rehabilitation Act of 1973, you may refer to the following link: Disability Discrimination: Overview of the Laws.</p> <p>In the case of OSA/ODEI-approved students, students need to inform the respective faculty at the beginning of the semester (by the first week of class) and present the document and discuss the accommodation with the faculty for the entire semester.</p>
<p>Religious Holy Days</p>	<p><i>UT Dallas will excuse a student from class or other required activities, including examinations and travel time for the observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, of the Texas Tax Code.</i></p> <p><i>Students are encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment.</i></p> <p><i>Excused students will be allowed to take missed exams or complete assignments within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week.</i> A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.</p> <p><i>If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the President of UT Dallas or from the President's designee. The chief executive officer or designee must take into account the legislative intent of Texas Education Code 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.</i></p> <p><i>This information is also included in the online UT Dallas Undergraduate Catalog, https://catalog.utdallas.edu/now/undergraduate/policies/religious-holy-days.</i></p>

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<p>Technical Requirements</p>	<p>If you experience any issues with your UT Dallas account, contact the UT Dallas Office of Information Technology Help Desk via e-mail at assist@utdallas.edu or via telephone at 972-883-2911.</p> <p>UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The services include a toll-free telephone number for immediate assistance (1-866-588-3192), email request service at elarning@utdallas.edu, and an online chat service. Please use this link to access the UTD eLearning Helpdesk: https://ets.utdallas.edu/elarning/helpdesk</p> <p>Due to the nature of this course, every student is required to arrange for their own electronic devices (laptop/computer, etc.) in the class and a hi-speed/stable internet connection (for the outside activity); to be able to complete the course.</p>
<p>Course Access and Navigation</p>	<p>This course can be accessed using your UT Dallas NetID account on the eLearning website.</p> <p>Please see the course access and navigation section of the Getting Started with eLearning webpage for more information.</p> <p>To become familiar with the eLearning tool, please see the Student eLearning Tutorials webpage.</p> <p>UT Dallas provides eLearning technical support 24 hours a day, 7 days a week. The eLearning Support Center includes a toll-free telephone number for immediate assistance (1-866-588-3192), a email request service, and an online chat service.</p>
<p>Communication</p>	<p>This course can be accessed using your UT Dallas NetID account on the eLearning website.</p> <p>Please see the course access and navigation section of the Getting Started with eLearning webpage for more information.</p> <p>To become familiar with the eLearning tool, please see the Student eLearning Tutorials webpage.</p> <p>The student's email will be addressed within 24 hours (in normal circumstances), and the same is expected from the students as well.</p>
<p>Diversity Statement</p>	<p>This class strives to be an inclusive community, learning from the many perspectives that come from having differing backgrounds and beliefs. As a community, we aim to be respectful to all. We reject all forms of prejudice and discrimination, including but not limited to those based on age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, socio-economic class, sexual orientation, and veteran status. Faculty and students are expected to commit to creating an environment that facilitates inquiry and self-expression, while also demonstrating diligence in understanding how others' viewpoints may be different from their own.</p>

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	<p>We are all expected to contribute to creating a respectful, welcoming, and inclusive environment. To this end, classroom discussions should always be conducted in a way that shows honor, respect, and dignity to all members of the class. Moreover, disagreements should be pursued without personal attack and aggression, and instead, should be handled with grace and care. This will allow for rigorous intellectual engagement and a deeper learning experience for all.</p>
<p>Making a False Alarm or Report Involving a Public or Private Institution of a Higher Education</p>	<p><i>Making a false threat at any Texas higher education institution is considered a State Jail Felony, not a Class A misdemeanor, according to a law passed by the Texas Legislature.</i></p> <p><i>This legislation was enacted in response to several threats in past years at several universities across the U.S. that disrupted classes and prompted evacuation of campus property, even though the reports turned out to be a hoax.</i></p> <p><i>This law relates to the offense of making or causing a false alarm or report involving a public or private institution of higher education. A person commits an offense under Section 42.06, Texas Penal Code, if he or she knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or another emergency that he or she knows is false or baseless and that would ordinarily:</i></p> <ol style="list-style-type: none"> <i>1. Cause action by an official or volunteer agency organized to deal with emergencies.</i> <i>2. Place a person in fear of imminent serious bodily injury; or</i> <i>3. Prevent or interrupt the occupation of a building, room, place of assembly, place to which the public has access, or aircraft, automobile, or other mode of conveyance.</i> <p><i>An individual adjudged guilty of a state jail felony shall be punished by confinement in a state jail for any term of not more than two years or less than 180 days and, in addition to confinement, may be punished by a fine not to exceed \$10,000.</i></p> <p><i>UT Dallas students should be aware that the State of Texas takes these threats seriously, and the legal consequences, which are severe, go beyond anything that the University's disciplinary committee can address.</i></p> <p><i>This information is also included in the online UT Dallas Undergraduate Catalog,</i> https://catalog.utdallas.edu/now/undergraduate/policies/false-alarms <i>and in the Graduate Catalog,</i> https://catalog.utdallas.edu/now/graduate/policies/false-alarms.</p>

<p>Academic support resources: https://go.utdallas.edu/academic-support-resources</p>	<p>For help with a research assignment, such as finding journal articles or using a database, try CHAT at <u>McDermott Library</u>. The <u>Comet Cupboard</u> is a UT Dallas food pantry initiative dedicated to helping students in need. The Comet Cupboard is located in MC 1.604, on the first floor of the McDermott Library, and can be contacted by calling 972-883-2709.</p> <p>Comet Cents provides financial literacy to students with the peer-to-peer model. This money management center provides one-on-one appointments and workshops throughout the semester. Comet Cents works to help students improve their financial situation with topics such as budgeting, credit card debt, investing, and other personal finance areas.</p> <p>Intercultural Programs provides a host of transition programs for international students and intercultural competency training for all students. They are located in SSB 3.6, on the third floor of the Student Services Building. Their phone number is 972-883-4528.</p> <p>The Student Counseling Center offers confidential services to students either for individual appointments or as part of groups. Initial appointments must be made in person in the Student Counseling Center, which is located in SSB 4.600, on the fourth floor of the Student Services Building. Their main number is 972-883-2575 and the 24/7 Crisis Hotline is 972-883- 8255 (972-UTD-TALK).</p> <p>The Testing Center, run by the Education Technology Services, offers a 300-seat computer lab, providing UT Dallas students access to a comfortable and secure test environment for online/paper exams, quizzes, instructional testing, and assessments. The Testing Center is located in Room 11.175, the first floor of the Synergy Park North 2 (SP2) building, and can be contacted by calling 972-883-2460. See https://ets.utdallas.edu/testing-center. If you experience issues taking an exam in eLearning, please contact the UTD eLearning Helpdesk: https://ets.utdallas.edu/elearning/helpdesk.</p> <p>The Graduation Help Desk is a one-stop resource within the Office of Undergraduate Education designed to help undergraduate students overcome obstacles to timely graduation. The Graduation Help Desk supports undergraduate students, faculty, and staff to develop solutions to complex academic and non-academic issues. This resource is equipped to promote all undergraduate students' success by helping them at any point during their academic careers from their arrival at UT Dallas until their graduation. Contact the Graduation Help Desk at graduationhelpdesk@utdallas.edu.</p>
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The Student Success Center (SSC) offers assistance to students in the areas of writing, mathematics, communication, multiple science fields, study skills, and other academic disciplines. These services are available through individual appointments, small group appointments, drop-in labs, workshops, and weekly reviews. All undergraduate students enrolled at UT Dallas are eligible to participate in these services. Not all courses will be supported by all services. Please check the website at the beginning of each semester to find out which courses are supported by which services.

The Student Success Center's main office is located in the McDermott Library Building on the first floor, MC 1.302, and can be contacted by calling 972-883-6707 or by sending an email to ssc@utdallas.edu. Additional university resources, "Resources for Study and Campus Life" are listed in the online Undergraduate Catalog, <https://catalog.utdallas.edu/now/undergraduate/resources/index>.

Additional 'IMPORTANT' Pointers

Please read these very carefully:

1. All lectures, workshops, and any form of assignment submissions (except online MindTap assignments) will be **in-person** unless mentioned otherwise. Attendance will be taken in class during every lecture and workshop and attendance credits will be counted toward the final grade.
2. Late coming to class (later than the first 10 min) is not recommended, and **repeated similar activity will result in null scores for attendance (for those days)**.
3. Students are expected to arrange for their own electronic devices (laptops/iPads/Tablets) required to complete this course and related activities, as needed.
4. If you are approved by the Office of Student Access Ability (OSA)/ODEI, please sign and/or scan the approved letter and send it to Dr. Sarcar as soon as possible (**at the beginning of the semester**).
5. It is the individual student's responsibility to keep track of their scores/grades and in case of any discrepancies inform and follow up with the respective faculty and TAs until it gets resolved and not wait until the end of the semester.
6. In the lecture section starting from the 2nd lecture (05/31/2024), the roster will be taken daily. In the workshop section starting from the first workshop (30th May), the roster will be taken weekly. Absence in lecture and/or workshop, without prior, formal notification will prevent students from completing a makeup assignment.

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7. All the 8 Lecture quizzes (5 points each, 5-10 questions) will be closed book, within a fixed time (5 min), and in-class. Students need to study and clarify the necessary materials for the lecture quizzes prior to attempting the lecture quizzes. The quiz format can be between T/F, fill in the blanks, MCQs, etc., and can begin at any point during the lecture, as informed by the faculty during the day of the quiz.
8. 4 lecture exams (each 100 points worth) will be in-class (during the lecture time as mentioned in the syllabus) and will contain questions ranging from MCQs/T-F/Fill in the blank/one-line answer/free response, etc.
9. Makeup lecture exams/make-up quizzes are not preferred and only based on prior email notification, and at the discretion of the Professor make-up exam/ class quizzes can be arranged, where the format and level of the questions may vary and may contain descriptive questions.
10. Reviews for the first 3 lecture exams will be during the student's office hours on the same week as the exam, in office FO 3.210 with the Professor. While the Review for the final/4th lecture exam will be on 5th Aug during regular class time, in office FO 3.210.
11. Final grade calculation will be completed by 7th Aug, and letter grades will be submitted to Orion. Thereafter, there won't be any further possibility of any kind of modification afterward.
12. The opportunity to complete make up quizzes or make exams are based on extenuating circumstances and this opportunity should be used wisely based on common sense while remaining fair to our fellow classmates. Thus, to exercise this option, one needs to think before availing oneself of this opportunity. Each individual case will be assessed after discussion with the student and will be treated as such at the discretion of the faculty. No exceptions/make up quizzes/workshop quiz/exam will be allowed on the final week and the week before the finals.
13. *It is a student's responsibility to have a clear understanding of the syllabus/relevant dates/materials to be examined/clarify any materials at least 24 hrs before the exam. (No exam related queries will be addressed 24 hrs to exam)*
14. **"Cold calling"** (link added) is a standard practice, adopted to create a better teaching/learning experience in the classroom (approved by American Council on Education, and The Association of College and University Educators), and as such random students can be asked random class related questions during lecture/workshops, to gain insight about class/student's understanding level.
15. The professor will respond to student's emails preferably within 24-48 hrs or as deemed appropriate (based on emergency). The same is expected from a student (an email reply to the Professor's/TAs email within the same day/within 24 hrs is highly recommended).
16. An email without proper format (link added), (concise subject line with Course no., proper email greeting, possible logical solutions/formal email closing) may not be acknowledged. (Faculty doesn't respond to emails in eLearning)

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17. It is expected from students, TAs, and faculty to have a respectful communication (verbal or otherwise) among, at all times.
18. Students are expected to have a clear understanding of all the pre-requisites.
19. Throughout the syllabus, "You" has been used to indicate students in general and no one in particular.
20. The Professor has the right to change/update the syllabus at any point during the semester.
21. To have the best outcome in this course, the following steps/guidelines are recommended:
 - A. Regularly attend the lectures on time and pay full attention during the lectures. Ask and clarify any immediate doubts during the lectures (by raising a hand and asking specific questions)
 - B. Regularly attend the workshops on time and pay full attention during the workshops. Ask and clarify any doubts during the workshops (by raising a hand and asking specific questions)
 - C. Studying the lecture materials and having a clear understanding of the study materials before attempting the lecture quiz and the workshop quiz.
 - D. If necessary, study the specific section (in doubt) from other sources, for example, the recommended textbook, review specific YouTube videos, refer to other relevant study materials, etc. If still in doubt, please clarify during the workshop.
 - E. In addition, students can reach out to the respective workshop TAs via email, with specific questions.
 - F. If students still have any doubts after following through with previous steps, can schedule a meeting with the Professor during one of the office hours and get clarification on the specific topic.
 - G. Follow basic class etiquette including being on time, not having food inside the class during the lecture/workshop, being respectful to classmates/TAs/faculties, following up regarding any issue (including missing grades, class absences, etc.) as soon as possible, clarifying any doubts with TAs/Professor on time, have a respectful verbal/non-verbal communication (including emails), and actively participate in the class discussion.

The descriptions and timelines indicated in this syllabus are subject to change at the discretion of the Professor.