Windward Community College Mission Statement

Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives, and become contributing, culturally aware members of our community.

Activities Required at Scheduled Times Other Than Class Time
1. Read each appropriated Chapter prior to class session. (Do objective type study questions at the end of each chapter in the textbook).
2. Write your summaries and notes in a journal
3. Turn in selected homework assignments, Current Events, etc.
4. Learn all definitions thoroughly

All Assignments Are To Be Handed Over in Person on or Before the Due Date. Late Assignments, Assignments Left in My Mailbox, or E-Mailed Would Be Subject to Penalty.

Introduction:
The course is designed to introduce the students the basic concepts and an understanding of general biological sciences in relation to human affairs. The course is geared to emphasize on the structure and function of cells, tissues, organs and systems of the human body, their relation to body fitness, nutrition and health. The role of genetics and inheritance, genetic engineering and cancer in relation to human body is also discussed. The course fulfils the natural science requirements for the Liberal Arts curriculum at WCC and at U.H-Manoa.
Evaluation:
The student evaluation will be based on quizzes, examinations, short-term projects, class attendance and active participation during class periods. There will NOT BE A RETEST under any circumstances. Make up tests will not be given without a valid reason (medical certificate) and must be taken on the day the student returns to the class. Though unexpected and extremely unpleasant to mention, but any unfair practices (cheating, etc) during the course activities would automatically lead to a final grade of “F”, without any compromises. In case of a missed class, student alone shall be responsible for the material covered or any announcements made during that class period.

Grading Policy:

Your learning outcomes will be achieved through the aid of the following activities:

1. Read the assigned chapters before coming to the class
2. Take good notes and be attentive in the class
3. Form a cluster of 3 students and work together.

Assigned reading will provide background and supplemental information to enhance your comprehension of the principles of biology. Homework assignments will expand your understanding of the topics.

Four quizzes and exams will be administered during the semester. Each quiz and exam will cover the lectures and chapters assigned since the preceding exam was given. The four quizzes will be of open book type. For each exam, you are allowed to bring an index card (3”X5”). All quizzes and exams will consist of objective types questions.

ALL QUIZZES AND EXAMINATIONS WILL BE ANSWERED ON SCANTRON FORMS ONLY AND STUDENTS SHALL BE RESPONSIBLE FOR PROVIDING THEIR OWN SCANTRONS. SCANTRONS ARE AVAILABLE AT THE BOOKSTORE.

Then distribution of points for the final grade shall be as follows:

<table>
<thead>
<tr>
<th>Type</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Current Events</td>
<td>12%</td>
</tr>
<tr>
<td>4 OPEN BOOK QUIZZES (45 Minutes each)</td>
<td>20%</td>
</tr>
<tr>
<td>First, Second and Third Exam</td>
<td>51 %</td>
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<tr>
<td>Final Examination</td>
<td>17 %</td>
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</table>
The final grade will be determined by the following range:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
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<tbody>
<tr>
<td>A</td>
<td>90 % and above</td>
</tr>
<tr>
<td>B</td>
<td>80-89 %</td>
</tr>
<tr>
<td>C</td>
<td>70-79 %</td>
</tr>
<tr>
<td>D</td>
<td>60-69 %</td>
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<tr>
<td>F</td>
<td>59 % and less</td>
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</tbody>
</table>

Additional Information:
Any detailed information can be obtained from the WCC general catalog.


NAYYAR: STUDY GUIDE


<table>
<thead>
<tr>
<th>DATE</th>
<th>TOPIC</th>
<th>CHAPTER</th>
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<tbody>
<tr>
<td>Aug, 21</td>
<td>Course Introduction, A Human Perspective</td>
<td>1</td>
</tr>
<tr>
<td>Aug, 23</td>
<td>The Chemistry of Life</td>
<td>2</td>
</tr>
<tr>
<td>Aug, 28, 30</td>
<td>Cell Structure and Function</td>
<td>3</td>
</tr>
<tr>
<td>Sept, 4</td>
<td>Organization and Regulation of Body</td>
<td>4</td>
</tr>
<tr>
<td><strong>Sept, 3</strong></td>
<td><strong>HOLIDAY- LABOR DAY</strong></td>
<td></td>
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<tr>
<td>Sept, 6</td>
<td>REVIEW, QUIZ-I</td>
<td>1-4</td>
</tr>
<tr>
<td><strong>Sept, 11</strong></td>
<td><strong>FIRST EXAMINATION, DEAD LINE TO TURN IN</strong></td>
<td>1-4</td>
</tr>
<tr>
<td>Sept, 13</td>
<td>Skeletal System</td>
<td>10</td>
</tr>
<tr>
<td>Sept, 18</td>
<td>The Muscular System</td>
<td>11</td>
</tr>
<tr>
<td>Sept, 20</td>
<td>Cardiovascular System-Blood</td>
<td>6</td>
</tr>
<tr>
<td>Sept, 25</td>
<td>Cardiovascular System-Heart and Blood Vessels</td>
<td>5</td>
</tr>
<tr>
<td>Sept, 27</td>
<td>Defenses Against Disease</td>
<td>21</td>
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<tr>
<td><strong>Oct, 2</strong></td>
<td><strong>REVIEW, QUIZ-II</strong></td>
<td>10, 11, 6,5, 21</td>
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<tr>
<td><strong>Oct, 4</strong></td>
<td><strong>SECOND EXAMINATION, DEAD LINE TO TURN IN</strong></td>
<td>10, 11, 6,5, 21</td>
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<tr>
<td>Oct, 9</td>
<td>Respiratory System</td>
<td>8</td>
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<tr>
<td>Oct, 11</td>
<td>The Nervous System</td>
<td>12</td>
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<tr>
<td>Oct, 16</td>
<td>Senses</td>
<td>13</td>
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<tr>
<td>Oct, 18</td>
<td>The Endocrine System</td>
<td>14</td>
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<td>Oct, 23, 25</td>
<td>The Digestive System and Nutrition</td>
<td>7</td>
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<td><strong>Oct, 30</strong></td>
<td><strong>REVIEW, QUIZ-III</strong></td>
<td>7,8,12-14</td>
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<td>Nov, 1</td>
<td>THIRD EXAMINATION, DEAD LINE TO TURN IN</td>
<td>7,8,12-14</td>
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<td><strong>NOV, 3</strong></td>
<td><strong>HOLIDAY-ELECTION DAY</strong></td>
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<tr>
<td>Nov, 8</td>
<td>The Urinary System and Excretion</td>
<td>9</td>
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<tr>
<td>Date</td>
<td>Topic</td>
<td>Exam Dates</td>
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<tr>
<td>Nov, 13</td>
<td>Reproductive System</td>
<td>15</td>
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<td>Nov, 15</td>
<td>Development And Ageing, Cancer</td>
<td>16, 24</td>
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<tr>
<td>Nov, 20, 27</td>
<td>Cell Division, Patterns of Inheritance</td>
<td>17, 18</td>
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<td>Nov., 29</td>
<td>DNA Biology and Technology, Genetic Counseling</td>
<td>19, 20</td>
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<td>Dec, 5</td>
<td>REVIEW, QUIZ-IV, DEAD LINE TO TURN IN CURRENT EVENT #4</td>
<td>9, 15, 16, 17, 18, 19, 20, 24</td>
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**FINAL EXAMINATION: AS ANNOUNCED IN THE FINAL EXAM SCHEDULE**

The schedule is subject to change at the discretion of the instructor. Prior notice will be given.

**NOTE:** Failure of the instructor to arrive within 15 minutes of the scheduled class timings would lead to the automatic dismissal of the class for that period. Mahalo.