

**University of Central Florida**  
**Biology Department**  
**MEDICAL BOTANY**

**BOT 4850 – 0001**

**LECTURE SYLLABUS**

**FALL 2021**

**Instructor:** Dr. Rani Vajravelu (“Dr. RANI”)      Phone: (407)823-0990      Office: Biology 201D  
Email: [rani.vajravelu@ucf.edu](mailto:rani.vajravelu@ucf.edu) (for general purpose only; see below for course-related use)

**Lectures:** BIO 209      Tues & Thurs: 10:30 AM – 11:50 AM      Credits: 3

**PREREQUISITES:** PCB 3522 or a “C” (2.0) or better in PCB 3023, or C.I.

**Office hours:** Tues: 2:00 – 3:00 PM exclusively for this course (through Zoom - find the link on Webcourses)  
Thursday: chat and one-one video conferencing available with prior appointment.

**email:** Contact me through Webcourses Inbox (expect 2 business days for a reply). I will address most general concerns regarding course content/procedure in class or through online announcements.  
All communication between student and instructor should be respectful and professional. Include a subject in emails.

**Course homepage:** Access BOT4850 through Webcourses@UCF  
More course policies on homepage with (\*) are to be considered as extension of this syllabus.

**Browser recommendations:** See <http://guides.instructure.com>    **Read through Canvas Student Guide**  
**Tech help:** [onlinesupport@ucf.edu](mailto:onlinesupport@ucf.edu) or call CDWS 3-0407 / [helpdesk@mail.ucf.edu](mailto:helpdesk@mail.ucf.edu), 3-5117

**Course Description:** The medicinal properties of plants and their role in both traditional and modern medicine; history of herbal medicine, and alternative medicinal practices around the world.

**Suitable for:** Students pursuing a pre-professional degree in health-related disciplines from all colleges.  
Restricted elective for Biology majors.

**Note:** Please expect a tedious workload and a vast amount of technical information that will require organizational skills & committed study habits. Prior knowledge on general plant structure is essential.

**Objectives:**

- to gain knowledge on the value and diversity of widely used medicinal plants of the world.
- to understand the role of phytochemicals in prevention and treatment of health conditions.
- to get an overview of alternative medicine systems employed around the world.
- to learn about the historical and modern uses of plants in medicine.

**Required:**

1. Textbook 1: ***Medicinal Plants of the World*** Ben-Erik van Wyk & M. Wink  
CABI Publications, 2017 ISBN 13: 978 1 786393 25 8
2. Access to Webcourses with a secure internet connection for all class meetings & assignments.
3. CANVAS App - free to download from UCF (enable ‘notifications’ from Webcourses).
4. A camera-enabled device if we must switch to online testing. Policy is supported by the Office of Academic Conduct, UCF.

**Recommended:**

1. Guide to **Medicinal Herbs: The World’s Most Effective Healing Plants**. 1st ed., Washington, D.C., Johnson RL, Foster S, Weil A. National Geographic, 2010 ISBN 978 1 43515 658 6
2. Access to a variety of free digital resources through UCF Library.

**Please note:**

This course serves as an introduction to the medicinal properties of plants and their medical applications. Do not attempt to self-diagnose and treat yourself with medicinal plants. The course content is not designed to substitute medical advice and supervision from trained physicians.

**Late Registration:** August 23-27; **ADD/ DROP/ SWAP:** August 27; **Withdrawal Deadline:** Oct 29  
**University Holidays:** Sep 06, Nov 11, & 24 (student holiday), 25 – 27

**Attendance:** Regular attendance is expected of all students, but not mandatory.

Your attendance is determined by your class participation during lectures, discussions, and course-related assignments.

You are responsible for all materials covered and all announcements made in every class, whether it was in face-to-face class or through a virtual platform.

You need not bring class absence excuses unless you missed a test/exam.

*All faculty members are required to document students' academic activity at the beginning of each course. In order to document that you began this course, please complete the academic activity marked as "Pre-test" on course homepage by the end of the first week of classes, or as soon as possible after adding the course, but no later than August 27. Failure to do so will result in a delay in the disbursement of your financial aid.*

**Lecture schedule [tentative] & Test dates [fixed]:**

Selected topics from the textbook and any posted material will be covered in the form of lectures, reading/online assignments, and group work. Any changes to the schedule will be announced in class.

Date	Topic <i>Please note: The chapter numbers below are used for meaningful organization of the instructor's material. They may not correspond with the chapters found in your textbook.</i>
Aug 24 & 26	Syllabus distribution, course policies explained. Ch. 1 Introduction to the Medicinal Plants <span style="color: red;">Pre-test (Financial aid) due on 8/27</span>
Aug 31 & Sep 02	Ch. 2 Overview of plant parts/products used in herbal medicine Ch. 3 Risk-Benefit profiles of herbal therapies <span style="color: blue;">Quiz 1 on 9/02</span>
Sep 07 & 09	Ch. 3 Risk-Benefit profiles of herbal therapies Ch. 4 Phytochemicals and their actions <span style="color: blue;">Quiz 2 on 9/09</span>
Sep 14 & 16	Ch. 4 Phytochemicals and their actions... contd.
Sep 21 & 23	Ch. 4 Phytochemicals and their actions... end. <span style="color: blue;">Quiz 3 on 9/21</span> <span style="color: red;">Sep 23 - Test 1 on previous material</span>
Sep 28 & 30	Ch. 5 Alternative Medicine Systems of the World
Oct 05 & 07	Ch. 5 Alternative Medicine Systems- contd. Other- Aromatherapy, Homeopathy <span style="color: blue;">Quiz 4 on 10/07</span>
Oct 12 & 14	Ch. 6 Therapeutic uses of plants in human health conditions: part 1
Oct 19 & 21	Ch. 6 Therapeutic uses of plants in human health conditions: part 1 Test Review <span style="color: blue;">Quiz 5 on 10/19</span>
Oct 26 & 28	<span style="color: red;">Oct 26- Test 2 on material covered since Test 1</span> Ch. 6 Therapeutic uses of plants in human health conditions: part 2
Nov 02 & 04	Ch. 6 Therapeutic uses of plants in human health conditions: part 2 <span style="color: blue;">Quiz 6 on 11/04</span>
Nov 09 (9/11-holiday)	Ch. 6 Therapeutic uses of plants in human health conditions: part 2
Nov 16 & 18	Ch. 7 Medicinal plants in your lives
Nov 23	Ch. 7 Medicinal plants in your lives
Nov 30 & Dec 02	Review for final exam. Last day to clear any grade-related concerns so far.
Dec 07	<span style="color: red;">Dec 07 Final</span> comprehensive exam. Tuesday 10 AM – 12: 50 PM

**Evaluation: Total points for the course:**

**TESTS** 2 tests, each worth 100 points:

**FINAL** Comprehensive examination:

**Quizzes** (best 5 submissions counted out of 6)

**400**

**200 points** [50%]

**100 points** [25%]

**100 points** [25%]

Online proctoring service PROCTORHUB will be enabled for remote online quizzes and tests. ProctorHub is a UCF test monitoring system that utilizes a webcam to monitor test-taking activity during online testing. Videos are only accessible to your instructor and are stored in a secure environment. If you do not have a webcam, there are computers with webcams in the UCF library, or you can visit the LibTech desk at the library to check one out. LibTech can also direct you to a computer in the library with a webcam. It is your responsibility to ensure that you will have access to a computer with a webcam and know how to log into and use ProctorHub prior to the time that the tests start. Currently, ProctorHub is not yet compatible with Apple iOS (iPhone, iPod Touch, iPad) or Android smartphones. If an issue occurs during a test, finish the test and contact me via email. Test your webcam before the test at [https://proctorhub.cdl.ucf.edu/proctorhub/test\\_webcam/](https://proctorhub.cdl.ucf.edu/proctorhub/test_webcam/)

**\*Makeup Policy (Find a makeup request form on Webcourses)**

If you anticipate missing a scheduled test/quiz due to university/government- related reasons, reach out to me a week in advance. A makeup can be arranged at the earliest convenience.

For all other reasons for missing a test, students must provide signed documents (signed & dated note from your doctor/lawyer/clergy/priest/interview schedule and any such, from issuing authority) submitted through Webcourses email. Merit of the reason is to be determined by the instructor only upon the submission of valid, signed documents. Once approved, a makeup will be arranged on or prior to the last day of class. Make up will be of a different version. There is No ‘makeup’ for a missed makeup. A student can have a maximum of one missed test including final exam for the entire semester.

There is NO MAKE UP for a missed quiz and no points will be given for late submission.

Instructor is NOT responsible for internet problems (unless from Webcourses that affects the entire class) including but not limited to late attempt, last minute submission issues, browser problem, etc.

Any issues with quiz should be resolved by the next posted office hour.

**Evaluation Policy for the entire course:**

All of the points earned from above categories determine your final course grade. The following scale will be used to convert numerical grade into a letter grade. That is,

90% and above =A	80% - 85% = B	70% - 75% = C	60% - 65% = D
86% - 89 = B+	76% - 79% = C+	66% - 69% = D+	59% and below = F

**Z designation:** Academic dishonesty may result in the designation of Z in front of your grade. For more info see <http://ied.sdes.ucf.edu/integrity> Check “Academic Dishonesty” on page 4 of this syllabus.

**Incomplete Grade:** ‘I’ is given only for students who have completed all of the course assessments with a minimum ‘C’ average and missed the final exam with a valid, documented excuse submitted to the instructor within 24 hours of missing the final exam.

**Grade posting:**

All graded activities through WebCourses; Final course grade will be issued through Registrar’s office.

**Feedback & Grade concerns:**

- For all quizzes, expect individual feedback on Webcourses within a week’s time.
- Bring concerns regarding posted grades to the attention of the instructor within 24 hrs from the date of initial grade posting.
- If your grade concern can NOT be resolved within two email transactions from each side, the student MUST make an appointment to resolve it during a scheduled one-on-one meeting.
- Prior appointment, ID verifications and video chat (if through Zoom) required for individual test feedback.
- If any grade change occurred, student will receive a notification through UCF Knight’s email. If you do not have one, set up an account at <https://www.secure.net.ucf.edu/KnightsEmailSelfService>

- Test answers will not be released; however, a general feedback will be given during the next class meeting only if the entire class has completed the test.

**Copyright statement:**

This course may contain copyright protected materials such as audio or video clips, images, text materials, etc. These items are being used with regard to the Fair Use doctrine in order to enhance the learning environment. Please do not copy, duplicate, download or distribute these items. The use of these materials is strictly reserved for this classroom environment and your use only. All copyright materials are credited to the copyright holder.

The instructor may provide links to various external websites to enhance your understanding of the course content. Students are advised to use caution and good judgment in using such content that should not be copied, duplicated, or downloaded. For more info visit:

[http://www.copyright.com/content/cc3/en/toolbar/education/resources/copyright\\_on\\_campus.html](http://www.copyright.com/content/cc3/en/toolbar/education/resources/copyright_on_campus.html)

**Course Accessibility Statement:**

Students with disabilities who need accommodations for quizzes/exams must be registered with UCF Student Accessibility Services, phone (407) 823-2371. This syllabus is available in alternate formats upon request. In addition, if accommodations are required within the classroom or with assignments, students must schedule an appointment with the professor by the first week of classes to help in executing such accommodations in a timely manner. Email requests without SAS approval will not guarantee any accommodations. Accommodations may need to be added or adjusted should this course shift from an on-campus to a remote format. Students with disabilities should speak with their instructor and should contact [sas@ucf.edu](mailto:sas@ucf.edu) to discuss specific accommodations for this or other courses.

**Academic Dishonesty, Plagiarism, or Cheating:**

UCF faculty members have a responsibility for your education and the value of a UCF degree, and so seek to prevent unethical behavior and when necessary, respond to infringements of academic integrity. All kinds of graded assignments are CLOSED BOOK type. Copying the work of others, signing in for someone else, getting someone's help in online assignments, or cheating from your own or someone's notes during a graded quiz/test will not be tolerated, and will result in an automatic F for both the offending student and any assisting them.

Penalties can include a failing grade in an assignment or in the course, suspension, or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty. Please read <https://ied.sdes.ucf.edu/integrity/>

As reflected in the UCF creed, integrity and scholarship are core values that should guide our conduct and decisions as members of the UCF community. Plagiarism and cheating contradict these values, and so are very serious academic offenses. Penalties can include a failing grade in an assignment or in the course, or suspension or expulsion from the university. Students are expected to familiarize themselves with and follow the University's Rules of Conduct (see <https://scai.sdes.ucf.edu/student-rules-of-conduct/>).

**Quiz Audit Log**

For each quiz, (and test, or exam if we must switch online) you are expected to remain on the testing screen for the duration. You may not visit course homepage, other websites, text website, or communication tools for assistance. I will be monitoring the Webcourses@UCF quiz audit log for compliance. Failure to only access the quiz, test, or exam during testing will result in an academic integrity violation.

**Unauthorized use of technology for graded work**

If you were in a classroom setting taking a quiz, would you ask the student sitting next to you for an answer to a quiz or test question? The answer should be no. This also applies to graded homework, quizzes, tests, etc.

Students are not allowed to use GroupMe, WhatsApp, or any other form of technology to exchange course material associated with a graded assignment, quiz, test, etc. when opened on Webcourses. The completion of graded work in an

online course should be considered a formal process: Just because you are not in a formal classroom setting being proctored while taking a quiz or test does not mean that the completion of graded work in an online course should not be treated with integrity.

The following is not all inclusive of what is considered academic misconduct. These examples show how the use of technology can be considered academic misconduct and could result in the same penalties as cheating in a face-to-face class:

- Taking a screen shot of a quiz or test question, posting it to social media Apps, GroupMe or WhatsApp, and asking for assistance is considered academic misconduct.
- Answering an online quiz or test question posted to GroupMe or WhatsApp is considered academic misconduct. Giving advice, assistance, or suggestions on how to complete a question associated with an online assignment, quiz, or test is considered academic misconduct.
- The use of outside assistance from another person/student or by searching the internet, Googling for answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc. is considered academic misconduct.
- Gathering to take an online quiz or test with others and sharing answers in the process is considered academic misconduct.

If a student or group of students are found to be exchanging material associated with a graded assignment, quiz, or test through any form of technology (GroupMe, WhatsApp, etc.), or use outside assistance (Googling answers, use of websites such as Quizlet, Course Hero, Chegg Study, etc.), they could receive anywhere from a zero grade on the exercise to an “F” in the course depending on the act.

#### **Unauthorized Use of Websites and Internet Resources**

There are many websites claiming to offer study aids to students, but in using such websites, students could find themselves in violation of academic conduct guidelines. These websites include (but are not limited to) Quizlet, Course Hero, Chegg Study, and Clutch Prep. UCF does not endorse the use of these products in an unethical manner, which could lead to a violation of our University’s Rules of Conduct. They encourage students to upload course materials, such as test questions, individual assignments, and examples of graded material. Such materials are the intellectual property of instructors, the university, or publishers and may not be distributed without prior authorization. Students who engage in such activity could be found in violation of academic conduct standards and could face course and/or University penalties.

#### **Unauthorized distribution of class notes**

Third parties may attempt to connect with you to sell your notes and other course information from this class. Distributing course materials to a third party without my authorization is a violation of our University’s Rules of Conduct. Please be aware that such class materials that may have already been given to such third parties may contain errors, which could affect your performance or grade. Recommendations for success in this course include coming to class on a routine basis, reviewing previous lecture material, completing assignments on a regular basis, and visiting me during my office hours. If a third party should contact you regarding such an offer, I would appreciate your bringing this to my attention. We all play a part in creating a course climate of integrity.

#### **Statement regarding masks in classrooms**

UCF expects that all members of our campus community who are able to do so get vaccinated, and we expect all members of our campus community to wear masks indoors, [in line with the latest CDC guidelines](#). Masks are required in approved clinical or health care settings.

### **Notifications in case of changes to course modality**

If the instructor falls ill during the semester, there may be temporary changes to this course, including having a backup instructor take over the course or going remote for a short time. Please look for announcements or mail in Webcourses@UCF or Knights email for any temporary alterations to this course.

### **COVID-19 and illness notification**

Students who believe they may have been exposed to COVID-19 or who test positive must contact UCF Student Health Services (407-823-2509) so proper contact tracing procedures can take place. Students should not come to campus if they are ill, are experiencing any symptoms of COVID-19 or have tested positive for COVID-19. Students should contact their instructor(s) as soon as possible if they miss class for any illness to discuss reasonable adjustments that might need to be made. When possible, students should contact their instructor(s) before missing class.

### **In-class recording statement**

Students of this class may, without prior notice, record video or audio of a class lecture for a class in which the student is enrolled for their own personal educational use. A class lecture is defined as a formal or methodical oral presentation as part of a university course intended to present information or teach students about a particular subject.

Students are prohibited from recording class activities other than lectures, including but not limited to:

- Class discussion (except when incidental to and incorporated within a class lecture),
- academic exercises, pop-quizzes involving student participation,
- student presentations,
- content reviews prior to a test or quiz,
- test or examination administrations,
- feedback after a graded activity,
- and private conversations of students with the instructor.

Recordings may not be used as a substitute for class participation and class attendance and may not be published or shared without the written consent of the faculty member. Failure to adhere to these requirements may constitute a violation of the University's Student Code of Conduct as described in the Golden Rule.

*To publish means to share, transmit, circulate, distribute or otherwise provide access to the recording, regardless of format or medium, to another person, or persons, including but not limited to another student in the class. Additionally, a recording, or transcript of the recording, is published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited social media, book, magazine, newspaper, leaflet, picket signs, or any mode of print.*

### **Diversity and Inclusion**

The University of Central Florida considers the diversity of its students, faculty, and staff to be a strength and critical to its educational mission. UCF expects every member of the university community to contribute to an inclusive and respectful culture for all in its classrooms, work environments, and at campus events. Dimensions of diversity can include sex, race, age, national origin, ethnicity, gender identity and expression, intellectual and physical ability, sexual orientation, income, faith and non-faith perspectives, socio-economic class, political ideology, education, primary language, family status, military experience, cognitive style, and communication style. The individual intersection of these experiences and characteristics must be valued in our community.

Find resources and information at <https://letsbeclear.ucf.edu> and <http://cares.sdes.ucf.edu/>.

If there are aspects of the design, instruction, and/or experiences within this course that result in barriers to your inclusion or accurate assessment of achievement, please notify the instructor as soon as possible and/or contact Student Accessibility Services.

### Third party software and FERPA

During this course you might have the opportunity to use public online services and/or software applications sometimes called third-party software such as a blog or wiki. While some of these could be required assignments, you need not make any personally identifying information on a public site. Do not post or provide any private information about yourself or your classmates. Where appropriate you may use a pseudonym or nickname. Some written assignments posted publicly may require personal reflection/comments, but the assignments will not require you to disclose any personally identity-sensitive information. If you have any concerns about this, please contact your instructor.

### Religious Observances

Students must notify their instructor in advance if they intend to miss class for a religious observance. For more information, see the UCF policy at <http://regulations.ucf.edu/chapter5/documents/5.020ReligiousObservances>

### UCF Cares

During your UCF career, you may experience challenges including struggles with academics, finances, or your personal well-being. UCF has a multitude of resources available to all students. Please visit [UCFCares.com](http://UCFCares.com) if you are seeking resources and support, or if you are worried about a friend or classmate. Free services and information are included for a variety of student concerns, including but not limited to alcohol use, bias incidents, mental health concerns, and financial challenges. You can also e-mail [ucfcares@ucf.edu](mailto:ucfcares@ucf.edu) with questions or for additional assistance. You can reach a UCF Cares staff member between 8 a.m. and 5 p.m. by calling 407-823-5607. If you are in immediate distress, please call Counseling and Psychological Services to speak directly with a counselor 24/7 at 407-823-2811, or please call 911.

### Other important course policies:

1. Students who are officially registered for this course only can participate in the lectures and assignments.
2. Instructor is not responsible for any problems related to registration and any missed activity that results from late registration.
3. Students must follow the University standards for personal and academic conduct as outlined in The Golden Rule. See <http://www.ucf.edu/goldenrule>
4. Avoid late arrival to class as it disrupts the lecture, and you risk missing pop-quizzes that record participation.
5. Online features such as Zoom lectures and PROCTORHUB may be used in this course as needed.
6. Duplication and distribution of class lectures and quiz questions strongly prohibited. *Third parties are selling class notes and other materials from this class without my authorization. Please be aware that such class materials may contain errors. Use these materials at your own risk.*
7. Anyone who interrupts the classroom-learning environment by any kind of repeated disruptive behavior (including #4 above) that interferes with the instructor's right to teach and fellow students' right to learn, will be removed from the classroom and appropriate University disciplinary action will be initiated.
8. You are advised to use the course homepage for BOT4850 related posting only.
9. Your instructor is **not** the person to resolve your tech issues. Reach out to the following centers for your tech solutions: [webcourses@ucf.edu](mailto:webcourses@ucf.edu) and UCF IT Support Center <https://ucf.service-now.com/ucfit>

### General Policy:

I recognize and understand the difficult times we are all in. The COVID-19 pandemic impacts us all in many ways, including physically, mentally, emotionally, financially, academically, and professionally. I will work with you on challenges you may be encountering and to provide support to help you succeed. However, please keep in mind that I will hold you accountable, especially in terms of class attendance, participation, and contributions.

Changes will be made in the above policy if, in my judgment, the interest of learning and fairness dictate such changes. Any concern on posted final grade should be resolved by 5 pm Dec 09, 2021.

### If you want to succeed in this course:

- Develop a positive attitude towards learning.
- Be prepared for long hours of intensive work.
- Develop a productive study habit.
- Buy the required course materials.
- Read all lecture materials from previous class meeting.
- Arrive (or join, if delivered via Zoom) at least five minutes before class start time.
- Choose a distraction free area for class work.
- Complete the assigned work. Actively participate in class discussions.
- Avoid scheduling appointments that will overlap with course duration.
- If you are striving for B grades or higher, **I recommend that you schedule about 6 – 7 hours per week for engaging with this course.** Please plan accordingly by scheduling time on your calendar now.
- *Remember that your final grade is what you earn.*

### Friendly Note:

Please feel free to discuss your course-related concerns directly to me. I will do everything possible in my capacity to make this course a pleasant experience for you!

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