

LECTURE SYLLABUS BOT 3015 Spring 2024

University of Central Florida

Biology Department

Principles of Plant Science BOT 3015-0M01; Credits: 3

Note: This course is a mix of in-person and virtual mode

Instructor Information

- Dr. Rani Vajravelu ("Dr. RANI")
- Phone: (407) 823-0990
- Office: Biology 201D
- Office Hours: Monday:1:00 – 3:00 PM (in-person), Wednesday 3:00 pm – 4:00 pm (Webcourses).
- Email: Through Webcourses Inbox. This is the preferred method of contact for this course.

Class Meeting Times:

- In-person class: HS-1 room 119 on Tuesday and Thursday: 1:30 PM – 2:50 PM
- Being a 'Mixed Mode' course, a portion of instruction and assignments will be online. The virtual class will be in synchronous mode. See page 3 for the schedule.

Prerequisites: BSC 2011C, or with the consent of the instructor (C.I.)

Course homepage:

[Principles of Plant Science](#) Access to BOT3015 Webcourses page

This site will be used for turning in assignments and as a forum for communicating with your instructor and other students. My recommendation is to check Webcourses before every class meeting for updates. You are strongly encouraged to download the CANVAS App and enable notifications.

Browser recommendations:

Check Canvas guides by clicking <http://guides.instructure.com> Read through Canvas Student Guide Respondus Lockdown Browser for Webcourses graded assignments.

Tech help contacts:

Email for Online support: onlinesupport@ucf.edu or call CDWS 3-0407 helpdesk@mail.ucf.edu, 3-5117

Course Description:

Introduction to core botanical concepts: diversity in the Plant Kingdom, structure and function, growth and development, photosynthesis, water relations, and ecology.

Course Materials:

- **Textbook:** Free OER (Open Educational Resource) through LibreTexts. Selected chapters from various sources will be curated and offered as a link or pdf on the Webcourses module.
- A mobile device with WebCAM capabilities. You may rent a laptop from the UCF Library.
- A reliable internet connection for remote quizzes and in-class tests.
- Respondus Lockdown browser – free to download from UCF. For assistance with setup, contact Webcourses@UCF Support at 407-823-0407 or UCF IT at 407-823-5117 [Respondus](#) - UCF

Course Objectives:

- Understand the role of plants in the environment and their importance in human civilization.
- Gain competency with plant cell and tissue types and their basic function in vascular plants.
- Learn plants' unique growth and development patterns and reproductive strategies.
- Describe the basic metabolism in plants concerning photosynthesis.
- Explain the connection between water uptake and nutrient uptake strategies.
- Identify the major groups of land plants and features that distinguish the major lineages.

Late Registration, Add/Drop/Swap/Withdrawal deadlines, and Holidays:

Late registration January 08 - 12

ADD/ DROP/ SWAP: January 12

Withdrawal Deadline: March 29

University Holidays: January 15, Spring break March 18 - 22

Attendance:

- Regular attendance is required of all students and is important to succeed in this course.
- Instructor cannot send missed lecture notes and announcements to individual students.
- If you need help with any missed lecture, stop by during office hours or make an appointment.
- You are responsible for all materials covered and all course-related announcements.
- You need not bring class absence excuses unless you miss a scheduled test.

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 "C.P.1" (Class Participation 1) on the course homepage by the end of the first week of classes, or as soon as possible after adding the course, but no later than January 12. Failure to do so will result in a delay in the disbursement of your financial aid.

Evaluation:

Assignment type (details in the upcoming pages)	Number of assignments	Points	Grade % value
Tests (closed-book, in-person)	2 tests @ 100 points each	200	40%
Homework quiz (closed-book, virtual location)	Best 5 @ 20 points each	100	20%
Class participation (C.P.) a variety of activities	Best 10 @ 6 points each	60	12%
Video assignments (out-of-class team assignments)	2 @ 20 points each	40	8%
Final exam (closed book, in-person)	Cumulative, 100 points	100	20%

Grading scale:

The following scale will convert your numerical grade into a letter grade. The decimal grades will NOT be rounded up. For example, 89.9 is still a 'B+', so consider every opportunity to earn a point important.

90% and above = A

86% - 89% = B+

80% - 85% = B

76% - 79% = C+

70% - 75% = C

66% - 69% = D+

60% - 65% = D

59% and below = F

Weekly Schedule

Week	Schedule	Date	Synchronous lecture schedule (tentative)	Quiz/Test/Lab submissions
	Lecture location		Any change to this schedule will be announced. Class participation (C.P.) is conducted during class duration.	Fixed schedule. All H.W.Q. due by 11:59 pm.
1	HS1 -119	1/9	Course policies explained. Introduction to Plant Biology	
	HS1 -119	1/11	Plant Cells	C.P. 1 (for Fin. Aid) due by 1/12
2	HS1 -119	1/16	Plant Tissues	
	Zoom	1/18	Plant Tissues	H.W. Quiz 1 on 1/18
3	HS1 -119	1/23	Roots	
	HS1 -119	1/25	Roots	
4	HS1 -119	1/30	Stems	
	Zoom	2/01	Stems	H.W. Quiz 2 on 2/01
5	HS1 -119	2/6	Stems lecture followed by Test review	
	HS1 -119	2/8	Test 1	TEST 1 in HS-1 room 119
6	HS1 -119	2/13	Leaves	
	HS1 -119	2/15	Leaves	
7	HS1 -119	2/20	Flowers	
	Zoom	2/22	Fruits	H.W. Quiz 3 on 2/22
8	HS1 -119	2/27	Seed dispersal, Dormancy	
	HS1 -119	2/29	Photosynthesis	
9	HS1 -119	3/5	Water transport, Nutrients	
	Zoom	3/7	Plant hormones	H.W. Quiz 4 on 3/7
10	HS1 -119	3/12	Hormones lecture followed by Test review	
	HS1 -119	3/14	Test 2	TEST 2 in HS-1 room 119
11		3/19 & 21	No classes due to Spring Break	
12	HS1 -119	3/26	Early Land Plants: Bryophytes	
	HS1 -119	3/28	True moss, peat moss, hornworts, liverworts	
13	HS1 -119	4/2	Seedless Vascular Plants	
	Zoom	4/4	Seedless Vascular Plants	H.W. Quiz 5 on 4/4
14	HS1 -119	4/9	Gymnosperms	
	HS1 -119	4/11	Gymnosperms	
15	Zoom	4/16	Angiosperms	H.W. Quiz 6 on 4/16
	HS1 -119	4/18	Angiosperms	Last day of class
16	Zoom	4/29	Final exam review (optional to join) Time: TBA	
	HS1-119	4/30	Final exam-Cumulative and required to complete this course.	Final exam in HS1-119 1:00 PM – 3:50 PM

Please Note: You may miss up to two class participation quizzes without a grade penalty. Homework Quizzes are open for completion for any 20 minutes between 2:30 pm and 11:59 pm on the due date and based on assigned reading and lecture content. Late submissions of all kinds of assignments will receive a 10 % grade penalty. It is your responsibility to update your browser, check your internet speed, and be prepared at all times.

Things to know about Zoom:

Our virtual lectures will be synchronous through live Zoom. The Zoom link will be available on Webcourses. You must log in to my Zoom session using your UCF NID and password. The sessions will not be recorded, chat will be visible to everyone. Expect participation activities anytime during the lecture session.

You should contact <https://cdl.ucf.edu/support/webcourses/zoom> for any technical difficulties.

Things to know about the Respondus browser:

Respondus 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 Respondus before the time that the quizzes start. If an issue occurs during a quiz, finish the quiz, and contact me via email. For assistance with setup, contact Webcourses@UCF Support at 407-823-0407 or UCF IT at 407-823-5117

Tests and final exam:

We plan to complete the tests during the scheduled class duration. Access and complete them on Webcourses. Respondus Lockdown browser is required. Bring Your Own Device (BYOD). Smartphones and Tablets cannot access all components of quizzes and tests. The instructor will not be responsible for any issues that result from your negligence. You are strongly advised to be prepared with fully charged devices and log-in updates. Bring your UCF picture ID.

Class participation (C.P.):

We will not use any clickers in this course. A variety of participation activities including, but not limited to, pop quizzes, discussion posts, verbal questions, and game activities will be available as we proceed with the semester. These activities are designed to encourage active learning.

Most will be completed in class on Webcourses, within a limited duration of 2 to 3 minutes.

If you are unable to be in the classroom at that time, you may choose to complete them remotely, but no advance notifications can be sent to individual students.

There is no makeup for late submission issues and missed participation activities.

You are allowed to miss any two such assignments without a grade penalty. Always be prepared and update your browser and login details. It is a good idea to have a supply of unused notecards and pencils for all classes.

Late arrival policy:

Anyone arriving later than 5 minutes from the start of the test will be marked absent and required to go through the makeup test policy. You should NOT enter the exam hall once the test is in progress.

Homework quiz (H.W.Q.):

The H.W. quiz will be based on assigned reading sections for each chapter and the lecture content. The reading content for each homework quiz will be available on the Webcourses module. Once the reading window is

completed, the quiz will be available for completion. Quizzes are closed-book type, each with 20 minutes duration to complete. Quiz answers will be released only after the quiz deadline and after the entire class submits the quiz.

The Respondus lockdown browser will be required only for the quiz portion, so be prepared. Update your browser as per the instructions given under tech help.

Should there be a change to paper tests or quizzes, the instructor will notify you at least 24 hours in advance and will provide the scantrons for you.

Please note:

- When a student leaves the testing location once the quiz or test is in progress, the student is considered to have completed the assignment and will not be allowed back to continue. This policy also includes the class quizzes and all tests and exams.
- Grades will be posted on the course homepage and may take about a week after each test. The instructor is not responsible for network problems and log-in difficulties that arise from your end.

Video assignments:

This is a group assignment. Due to the size of the class, the group members will be assigned randomly.

Submissions are graded individually, so everyone is responsible for their own submission and grade. Find more details on Webcourses.

Z designation:

Academic dishonesty may result in the designation of Z in front of your grade. For more info see Student Conduct and Academic Integrity by clicking <http://ied.sdes.ucf.edu/integrity>

Incomplete Grade:

'I' is given only for students who have completed all 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 the final exam.

Grade posting:

All graded assignments through WebCourses. The final course grade will be issued through the Registrar's Office. Your total grade % on Webcourses will not be visible until the end of the semester.

Feedback and Grade Concerns:

- Quiz and test scores will be released within three business days after completion. Published grades can be accessed anytime using the Grades section of Webcourses@UCF.
- Bring concerns regarding posted grades to the instructor's attention within 24 hours from the date of initial grade posting.
- Please understand that I usually receive a volume of emails daily, so expect at least two business days for a reply.
- If the grade concern can NOT be resolved within two email transactions from each side, the student MUST make an appointment to resolve it during a personal meeting.
- Test and Quiz answers will be discussed during the next class meeting after the entire class has completed the assignment. Final exam answers will not be revealed. You may schedule a meeting for any major concerns.
- If any grade change occurs, the student will receive a notification through the Webcourses inbox.

Make-up opportunity:

Missed test due to university/government-related reasons: Reach out to me a week in advance. Makeup for a scheduled quiz/test can be arranged at the earliest convenience.

Missed for a personal reason: If a scheduled test is missed, inform me ASAP, or by 5 PM on that day. The instructor cannot discuss or approve your makeup until all the documents are submitted. It is strongly advised that you include valid documents (signed & dated note from your doctor/lawyer/clergy/priest/interview schedule and any such, from issuing authority) along with your makeup request form available on Webcourses. Attach all the documents in ONE email. Please Do NOT attach any pictures or videos as documents, unless asked. The decision to provide a makeup is based on the merit of the reason and the validity of the documents.

With an approved excuse, the makeup will be arranged on Monday of the following week. It is the student's responsibility to initiate the request by submitting a makeup request form that is available under modules.

Missed Homework Quiz:

There is no makeup for missed homework quizzes. However, with a valid documented excuse as mentioned above, any ONE quiz can be considered for a makeup opportunity. Quiz makeup must be completed in person by Monday of the following week. Please email, bring your excuse with you, and visit during office hours to complete your makeup quiz.

The makeup quiz may be of a different version and format. There is no 'makeup' for a missed makeup. A student can have a maximum of one makeup opportunity for the entire semester.

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 for your learning 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 <https://www.copyright.com/education-copyright-foundations>

Course Accessibility Statement:

Students who need accommodation for quizzes/tests must be registered with UCF Student Accessibility Services, sas@ucf.edu (407) 823-2371. This syllabus is available in alternate formats upon request. In addition, if accommodation is required within the classroom or with assignments, students must schedule an appointment with me by the end of the first week of classes to help execute such accommodations in a timely manner. If extended time accommodation is needed, students should choose the SAS location for scheduled quizzes and tests. With a prior email request from SAS, I will arrange your quiz/test with the approved accommodation. Late notifications (less than 48 hours) may not guarantee accommodation.

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 except the homework are CLOSED BOOK type. Copying the work of others, signing in for someone else, getting someone's help in online or remote 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 the course, suspension, or expulsion from the university, and/or a "Z Designation" on a student's official transcript indicating academic dishonesty. Please visit Student Conduct and Academic Integrity by clicking <https://scai.sdes.ucf.edu/academic-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 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, you are expected to remain on the testing screen for the duration. You may not visit other sections of the course, other websites, eText, your notes, 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 paper 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 online work, 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 environment should be considered a formal process.

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 screenshot of a quiz or test question, posting it to social media Apps, such as 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, using 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 using outside assistance (Googling answers, use of websites such as Quizlet, Course Hero, ChatGPT, 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

Many websites are 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, ChatGPT, 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 regularly, 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.

In-class recording statement

Outside of the notetaking and recording services offered by Student Accessibility Services, the creation of an audio or video recording of all or part of a class for personal use is allowed only with the advance and explicit written consent of the instructor. Such recordings are only acceptable in the context of personal, private studying and notetaking and are not authorized to be shared with anyone without the separate written approval of the instructor.

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, including but not limited to:

- Class discussion,
 - academic exercises (example: pop-quizzes) involving student participation,
 - student presentations,
 - content reviews before a test or quiz,
 - test or examination administrations,
 - feedback after a graded activity,
 - and private conversations of students with the instructor.
- 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 to social media, book, magazine, newspaper, leaflet, picket signs, or any mode of print.

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 religious observance. It is the student's responsibility to include a printout of the UCF holidays from the UCF website as part of the document. 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 if you are seeking resources and support, or 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 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.

Campus Safety Statement

Emergencies on campus are rare, but if one should arise in our class, we will all need to work together. Everyone should be aware of the surroundings and familiar with some basic safety and security concepts.

- In case of an emergency, dial 911 for assistance.
- Every UCF classroom contains an emergency procedure guide posted on a wall near the door. Please make a note of the guide's physical location and consider reviewing the online version at http://emergency.ucf.edu/emergency_guide.html.
- Familiarize yourself with evacuation routes from each of your classrooms and have a plan for finding safety in case of an emergency.
- If there is a medical emergency during class, we may need to access a first aid kit or AED (Automated External Defibrillator). To learn where those items are located in this building, see <http://www.ehs.ucf.edu/AEDlocations-UCF>
- To stay informed about emergency situations, sign up to receive UCF text alerts by logging in to my.ucf.edu
Click on "Student Self Service" located on the left side of the screen in the toolbar, scroll down to the blue "Personal Information" heading on your Student Center screen, click on "UCF Alert", fill out the information, including your e-mail address, cell phone number, and cell phone provider, click "Apply" to save the changes, and then click "OK."
- If you have a special need related to emergency situations, please speak with me during office hours.
- Consider viewing this video ([You Can Survive an Active Shooter](#)) about how to manage an active shooter situation on campus or elsewhere.

Deployed Active-Duty Military Students

If you are a deployed active-duty military student and feel that you may need a special accommodation due to that unique status, please contact your instructor to discuss your circumstances.

Other policies

1. Students who are officially registered for this course can only attend the lectures and take the quizzes and tests. The instructor is not responsible for any problems related to registration and any missed activity that results from late registration.
2. Students must follow the University standards for personal and academic conduct as outlined in The UCF Golden Rule. Click <https://goldenrule.sdes.ucf.edu/>
3. Avoid late arrival to class as it disrupts the lecture, and you risk missing polls and announcements. Refrain from taking pictures of the podium area during lecture duration.
4. The instructor cannot send the class lecture slides to individual students.

5. Duplication and distribution of class lectures and quiz questions are 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.*
6. Anyone who interrupts the classroom-learning environment with any kind of repeated disruptive behavior (including #3 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. Frequent tardiness will be recorded and will impact your overall grade.
7. You are advised to use the course homepage for BOT4303C-related posting only.
8. Your instructor is not the person to resolve your tech issues. Reach out to the following centers for your tech solutions: webcourses@ucf.edu and UCF IT Support Center <https://ucf.service-now.com/ucfit>
9. Keep track of all announcements and new uploads on the Webcourses course homepage.

General Policy:

I will work with you on challenges you may be encountering and 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 academic integrity.

Changes will be made in the above policy if, in my judgment, the interest of learning and fairness dictate such changes. Any concerns on the posted final grade should be resolved by 5 pm April 26, 2024.

Friendly Note:

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.

Do not solely rely on emails to resolve grade concerns. Please feel free to use the scheduled office hours or make an appointment to discuss your course-related concerns with me.

I will do everything possible in my capacity to make this course a pleasant experience for you!
