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Calumet College

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of Saint Joseph

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*Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.*

*We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.*

## **COURSE SYLLABUS, Fall 2020**

### **Course: FRSC 400 Forensic Molecular Biology Laboratory**

<b>Instructor Information:</b>	
<b>Instructor Name</b>	Dr. Edward Draper
<b>Office Number:</b>	514
<b>Phone Number:</b>	219-473-4268
<b>Email:</b>	edraper@ccsj.edu
<b>Office Hours:</b>	Monday 1:00 – 1:30, Wednesday 1:35 – 2:35, Thursday 10:30 – 11:30, Thursday 1:35 – 2:35. I will be available in my office or via my office phone, listed above, during these times.
<b>Instructor Background:</b> B.S. in Biology from Loyola University Chicago. M.S. in Biology from Purdue University. Ph.D. in Biology from University of Illinois Chicago. My research focuses on using the yeast, <i>Saccharomyces cerevisiae</i> , as a model system to study cellular biology.	

<b>Course Information:</b>	
<b>Course Delivery Method:</b>	This course will meet face-to-face
<b>Course Time:</b>	TBD
<b>Classroom:</b>	TBD
<b>Prerequisites:</b>	C or better in science courses: FRSC 200, FRSC 200L, FRSC 300, FRSC 300L
<b>Required Books and Materials:</b>	Forensic Analysis of Biological Evidence by J. Thomas McClintock. ISBN: 978-1-4665-0456-1

**Learning Outcomes/ Competencies:**

Students in this course will:

- The student will understand the history and current state of forensic biological testing and the role of a forensic biologist in a forensic investigation. The student will also understand the role that the scientific method plays in a forensic biological investigation
- The student will develop competency in the use of equipment and techniques typically employed in a forensic biology laboratory
- The student will know the different types of biological evidence encountered in a forensic investigation and the analyses of each
- The student will learn the proper methods for the handling of biological evidence
- The student will become familiar with the various peer-reviewed journals in forensic science and various important journal articles dealing with forensic biological testing

This course meets the following learning objectives for the Forensic Science program:

1. Scientific Knowledge and Critical Thinking:
  - Students will demonstrate substantial and up to date core knowledge of broad areas in basic biology, chemistry, DNA analysis, instrumentation theory, analysis and use.
  - Students will demonstrate the ability to accurately and critically evaluate their own scientific work and the work of others.
2. Investigation/Research Skills and Problem Solving Ability:
  - Students will demonstrate advanced understanding of a range of technical and conceptual approaches used in forensic laboratories.
  - Students can design, carry out, and interpret crime scene scenarios that generate new knowledge that can be used to solve crime scenes and scientific situations.
3. Specific Expertise:
  - Students can articulate the significance of their findings in both historical and forwardlooking contexts.
  - Students will demonstrate mastery of a range of technical and conceptual approaches used in their selected scientific forensic field (DNA analysis, hair analysis, drug testing, etc.).
4. Communication:
  - Students will demonstrate the oral, written and media communication skills required to be effective communicants, teachers and mentors of peers, future scientists and scientifically literate citizens
5. Ethics and Advocacy:
  - Students will apply highest standards of ethics to their studies (data management, research subjects, stewardship of research funds)
  - Students will improve their confidence and interactions with colleagues and the public.
  - Students will be able to advocate for the role of forensic science
6. Career Preparation:
  - Students can articulate an appropriate set of desired potential career paths, and are aware of the preparation and initiative required to pursue these paths

**Course Description:** 1 hour. This laboratory will expose students to the various components of forensic DNA analysis including methods for extraction, quantification, amplification, and capillary electrophoresis. The course will also provide students with hands-on experience operating instruments commonly used in forensic DNA laboratories. Laboratory exercises should enhance lecture (FRSC 400) components

**Learning Strategies:**

Active learning, BlackBoard, group discussions, team projects, collaborative learning, laboratory exercises, demonstrations

**Experiential Learning Opportunities:**

Laboratory experience is essential for a fundamental understanding of the scientific method. This course has a required laboratory portion that provides students with experiential learning through experimental design, hypothesis development, data interpretation, and communication of results through laboratory reports

**Assessments:**

<b>Assessments:</b>		
<b>Laboratory assignments</b>	Students will complete 12 laboratory assignments	25 points each
<b>Student presentation</b>	Students will complete a 15 minute presentation on a topic related to forensic molecular biology of their own choosing. Topic must be approved by the instructor	50 points
<b>Class Participation:</b>	Students are expected to participate in each lab session	5 points each
<b>Total</b>		410
<b>Grading Scale:</b>		
410 - 375: A	374 - 367: A-	
366 - 359: B+	358 - 334: B	333 - 326: B-
325 - 318: C+	317 - 293: C	292 - 285: C-
284 - 277: D+	276 - 252: D	251 - 244: D-
243 and below:	F	

**Course Schedule:**

<b>Class Date</b>	<b>Class Discussion/Activities</b>	<b>Assignments</b>
8/24	Syllabus	
8/31	Lab 1	
9/7	Lab 2	
9/14	Lab 3	
9/21	Lab 4	
9/28	Lab 5	
10/5	Lab 6	
10/12	Lab 7	
10/19	Lab 8	
10/26	Lab 9	
11/2	Lab 10	
11/9	Lab 11	

11/16	Lab 12	
11/23	No lab	
11/30	Student presentation	
12/7	No lab	

**I reserve the right to change this schedule to meet the needs of the class.**

<b>Student Responsibilities</b>	
<b>Safety Measures</b>	<p>The safety of our College Family in this unprecedented time is our primary concern. Following guidelines presented by the Centers of Disease Control (CDC), the Indiana Health Department, and best practices among other institutions of higher education, we are requiring the following:</p> <ul style="list-style-type: none"> <li>• Face coverings over the mouth and nose in all indoor public spaces, including classrooms, the library, the Tutoring Center, and faculty offices.</li> <li>• Because face coverings are in use, no eating or drinking in the classroom. Plan to meet your needs between classes using appropriate social distancing.</li> <li>• Daily self-monitoring. If you have a temperature of 100.4 or higher, or any symptoms of COVID-19 – fever or chills, a cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, or nausea or vomiting – stay home and consult the class policy for staying on track.</li> <li>• Disinfecting your personal space using the materials provided when you enter the classroom.</li> <li>• Maintaining physical distancing of at least six feet within classrooms and other common spaces.</li> </ul> <p><b>Please note:</b> To accommodate students who may not be able to attend class in person, this class may be taped and posted to the course Blackboard site. Tapes will not be used for any other purpose outside of class.</p>
<b>What to Do in Case of Illness</b>	<p>If you are exposed to COVID 19, become ill, or are otherwise unable to attend classes as required, notify the College by sending an email to <a href="mailto:illness@ccsj.edu">illness@ccsj.edu</a>. The message that you are unable to attend class will be relayed to your faculty. The College will contact you with expectations regarding next steps and follow-up.</p>
<b>Attending Class</b>	<p>You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. Being absent doesn't excuse you from doing class work; you have <b>more</b> responsibilities to keep up and meet the objectives of this course.</p> <p><b>Attendance</b> Attendance is counted as being present from the first 10 minutes of class until the end of lecture/lab. Anyone missing after the first 10 minutes of class will be marked late. If you are still missing after the first 15 minutes of class, you will be marked absent unless a written excuse is provided within 24</p>

	<p>hours of the occurrence. Similarly, anyone leaving early without a written excuse will be counted as absent.</p> <p><b>General Absences</b>  <b>You are responsible for all material presented in class and all in-class announcements and assignments.</b> If for whatever reason you have to miss class, please approach your fellow students for the notes you missed, and take advantage of the class materials that will be posted on Blackboard <a href="http://class.ccsj.edu">http://class.ccsj.edu</a>  <b>ALL</b> planned and unplanned absences must be communicated to your instructor via email (Subject: Last name, First name, “BIOL 115A Absent”, Date) with a brief explanation.  Intellectual growth and success in college is reinforced through interaction in the classroom. Students reach personal goals and course outcomes through regular and prompt attendance. Therefore, three (3) unexcused absences will result in an administrative withdrawal from the course. Furthermore, excessive tardiness (every 2 late arrivals) will result in 1 absence. The student may be subjected to a grade of F or FW per the policy stated under the Withdrawal from Classes section on this syllabus.</p> <p><b>Absence due to college events</b>  We do not want to penalize students for participating in college-sponsored events. When you miss class because of a college event, you must give notice of your absence 24 hours in advance according to the communication guidelines above, and you are responsible for all missed work. Being absent doesn’t excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <p><b>Missed labs cannot be made up.</b> With permission of the instructor, a student will be allowed to attend another lab section during the same week as the lab that the student missed/will miss.</p> <p><b>Absence due to COVID-related health issues</b>  If you have to miss lab due to a COVID-related health issue, you will be required to complete an alternative assignment determined by the laboratory instructor.</p>
<p><b>Turning In Your Work</b></p>	<p>You cannot succeed in this class if you do not turn in all your work when due. <b>Homework will not be accepted after the due date.</b> Extension requests for extenuating circumstances can be submitted via email to the instructor. Decisions on make-up work are left to the discretion of the instructor.</p>
<p><b>Meeting Standards for Classroom Behavior</b></p>	<ul style="list-style-type: none"> <li>• <b>Use all the class time.</b> Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others.</li> <li>• <b>Come prepared.</b> Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class.</li> <li>• <b>Respect others.</b> Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately.</li> <li>• <b>Use electronic devices only for class purposes.</b> Engage with your classmates and the instructor without technological distractions.</li> </ul>

<b>CCSJ Student Honor Code</b>	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> <li>• Continuously embrace <b>honesty and curiosity</b> in the pursuit of my educational goals;</li> <li>• Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my <b>community</b>;</li> <li>• Do my own work with <b>integrity</b> at all times, in accordance with syllabi, and without giving or receiving inappropriate aid;</li> <li>• Do my utmost to act with commitment, inside and outside of class, to the goals and <b>mission</b> of Calumet College of St. Joseph.</li> </ul>
<b>Doing Your Own Work</b>	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at <a href="http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite">http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</a></p> <p>You'll also find a comprehensive guide to understanding what constitutes plagiarism, "What Is Plagiarism," on the Specker Library Web page at <a href="https://www.ccsj.edu/library/What%20is%20Plagiarism.pdf">https://www.ccsj.edu/library/What%20is%20Plagiarism.pdf</a> This guide comes from Plagiarism.com, and covers many ways in which plagiarism can occur. Be sure to review this important source!</p> <p><b>Please note:</b> All papers may be electronically checked for plagiarism.</p>
<b>Sharing Your Class Experience</b>	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
<b>Withdrawing from Class</b>	<p>After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.</p>

<b>Resources</b>	
<b>CCSJ Book Rental Program</b>	<p>The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be</p>

	delivered to their homes and they can return them by mail. For more information, see <a href="http://www.ccsj.edu/bookstore">http://www.ccsj.edu/bookstore</a> . <b>All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.</b>
<b>Student Success Center</b>	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library. In addition, you can access online tutoring at Tutor.com. See the link within the Blackboard course.
<b>Disability Services</b>	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
<b>Student Assistance Program</b>	Through a partnership with <b>Crown Counseling</b> , Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, <b>contact Kerry Knowles SAP Counselor</b> , at 219-663-6353 (office), 219-413-3702 (cell), or <a href="mailto:kerryk@crowncounseling.org">kerryk@crowncounseling.org</a> .
<b>CCSJ Alerts</b>	Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: <a href="http://www.ccsj.edu/alerts/index.html">http://www.ccsj.edu/alerts/index.html</a> .