

ASCI 100L: Fundamentals of Animal Biology and Industry Lab

Spring, 2023

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Office Hours: Course instructors for ASCI 100L do not maintain regular office hours. However, if the door is open, and we're in the office, you're welcome to stop in. However, to assure our presence, you are encouraged to "self-schedule" appointments through the Student Success Hub. In addition, we should be present for a few minutes immediately prior to lab and will "hang around" for as long as you need immediately after class. Bottom-line, if you have questions/concerns regarding this class or other factors that may contribute to your future and academic success, we can find a time to visit. We want to help you succeed!

Class Times / Location: Section 011: Thursday, 8:00-9:50 AM, D105 &/or D107 Animal Science
Section 012: Thursday, 10:00-11:50 AM, D105 &/or D107 Animal Science

Reference: Canvas: my.unl.edu

- Lab Preparation Materials (Please review prior to lab)
- Lab Worksheets (Bring a hard copy of the lab worksheet to lab)
- Lab Review Materials (may include actual pictures, from lab)

Educational Objectives – Upon completion of course, students should be able to do each of the following:

1. Identify external "parts" or anatomy of domestic farm & companion animals.
2. Identify digestive and reproductive "parts" or anatomy of domestic farm & companion animals.
3. Identify important breeds and breed characterizations of domestic farm & companion animals.
4. Identify and characterize feed ingredients commonly used in domestic farm & companion animal rations.
5. Describe desired genetic and phenotypic characteristics of animals to be kept for breeding purposes.
6. Describe compositional differences in market animals and explain how those differences impact value.
7. Describe the varied products derived from animals, and their benefit to human welfare.

Grading:	Grade Points and Percentages	Points	~ % of Total
Lab Attendance & Participation, 10 pts/lab; drop 1 low score		100 pts.....	15.4%
In-class team worksheets, 20 pts/lab; drop 1 low score		200 pts.....	30.8%
Lab Quizzes, 20 pts/lab; drop 1 low score		200 pts.....	30.8%
<u>Lab Practicum</u>		<u>150 pts.....</u>	<u>23.0%</u>
Total Points.....		650 pts.....	100.0%

Explanation of Basic Grading Components

Lab Attendance & Participation (100 points)

- ✓ Attendance is mandatory; for being here, you will earn 5 pts.
- ✓ Another 5 pts will be awarded based on participation, awarded at instructor & TA discretion.
 - Good to Excellent participation = 4-5 pts (we expect most people to earn the full 5 pts, ☺)
 - OK participation = 3 pts
 - Fair to poor participation = 1-2 pts
 - Disciplinary issues = 0 pts (we don't expect any of these).
- ✓ There are 11 labs, and you may miss 1 lab without penalty (excused or not).
 - If you miss a lab, canvas will show a score of zero and this will represent your low score.

Explanation of Basic Grading Components cont.

In-class team worksheets (200 pts)

- ✓ For each lab, students will be assigned to teams, at random.
 - New teams will be assigned 4X (~ every 3 lab periods) throughout the semester.
 - This provides an opportunity to meet and work with new people.
- ✓ Each team will be expected to complete & turn in one laboratory worksheet, for each lab.
 - Team copies will be provided to each team, upon start of the lab.
 - Students may print their own copies from CANVAS, if desired (strongly recommended).
 - You may keep your own copy, an excellent study aid for weekly quizzes and practicum.
 - The team worksheet is worth 20 pts for each lab.
 - All team members will initially receive the same score, except ...
 - Those not in attendance, will receive a zero.
 - Those obviously NOT contributing, based on instructor/TA discretion, will receive an adjusted score. A notation will be made in the gradebook, and that team member will receive notice of the adjustment.
 - Your LOW team worksheet score will be dropped.

Online Quizzes (200 pts)

- ✓ There will be 11 online quizzes (via Canvas); one for each lab. Each quiz is worth 20 points.
 - Quizzes may be taken 3 times, and your high score will be used in the grade calculation.
- ✓ Quizzes are open-note, and not proctored, but you will only have 20 minutes to complete the quiz.
- ✓ Quizzes are scheduled to come available no later than 1 pm, Monday, after the lab was conducted.
 - This provides us an opportunity to adjust the quiz, if needed, based on the actual lab.
- ✓ Quizzes are DUE at 11:59 pm, Wednesday (the night before our next lab)
 - Unless specified differently in the course schedule associated with this syllabus.
 - Or if instructor/TA specifies a different closing date/time due to extenuating circumstances.
- ✓ We know, life happens; sometimes you get busy and forget.
 - While quizzes are DUE at 11:59 pm, they will remain open for 2 additional days.
 - Late quizzes will be assessed a 15% (3 pts) penalty per day late. Still, that's better than a zero.
 - If you completed at least one attempt on time but have additional attempts available after the due date, do NOT complete additional attempts after the due date (unless you really "bombed" your first attempt) as Canvas will assign the late penalty to all attempts.
- ✓ Again, your LOW online quiz scores will be dropped.
 - If you fail to take a quiz; you will receive a zero, and that will become your LOW score.

Lab Practicum (150 pts)

- ✓ A cumulative assessment of material presented throughout semester, including hands-on activities.
- ✓ There will be multiple stations, with an activity or task to complete at each station.
- ✓ The lab practicum is required, and it is scheduled for Thursday, May 11.
- ✓ NO in-person make-ups or alternative times will be provided for the lab practicum.
- ✓ For those unable to take the in-person practicum exam due to pre-approved scheduling conflicts or because of COVID (positive test, symptoms, awaiting test results, self-quarantine, etc.), an online practicum option will come available no later than 1 pm, Monday, May 15 after the in-class practicum. This online practicum will require use of Respondus Lockdown and must be completed by 11:59 PM, Wednesday, May 17.
- ✓ If you have a known scheduling conflict that may preclude you from taking the in-person practicum as scheduled, please submit your written request to take the online practicum with an explanation no later than April 13 (yes, we have lab on that day). You will be notified if your request is approved or denied.

What if I miss more than 1 lab?

- ✓ For a "verifiable" and "excused" 2nd absence only, the average of all other attendance and in-class worksheet scores accumulated throughout the semester will be input.
 - This adjustment will NOT show in the Canvas gradebook until AFTER all labs are complete; prior to then, Canvas will show a score of zero for all missed labs.
- ✓ Because all lab quizzes are conducted online, you should still be able to study materials missed and complete the online quiz. There will be no additional adjustments for the lab quiz.
- ✓ If you must miss more than 2 labs total, excused or not, it is recommended that you complete the course during another semester.

Guaranteed Grading Scale: The following overall course percentages represent guaranteed grade values.

A+ = Instructor Discretion	92% = A	89% = A-
86% = B+	82% = B	79% = B-
76% = C+	72% = C	69% = C-
66% = D+	62% = D	59% = D-

ASCI 100L Schedule - Spring, 2023

Date	Topic
Jan 26	1 st Week; No Labs
Feb 2	Lab 1: Beef
Feb 9	Lab 2: Swine
Feb 16	Lab 3: Dairy
Feb 23	Lab 4: Sheep/Goat
March 2	Lab 5: Meats 1 (Beast Feast)
March 9	Lab 6: Meats 2 (Processing)
March 16	Spring Break - No Class
March 23	Lab 7: Companion Animals 1
March 30	FFA Livestock Management CDE - No Class
April 6	Lab 8: Companion Animals 2
April 13	Lab 9: Equine 1
April 20	Lab 10: Equine 2
April 27	Lab 11: Poultry
May 4	Practicum Review
May 11	Practicum Exam

Are you looking for ways to increase your academic success either in this class or others? The First-Year Experience & Transition Programs (FYE&TP) office can help! The FYE&TP academic success coaches and weekly workshops support all UNL students with topics like time management, overcoming procrastination, and successful test-taking strategies. Schedule a coaching session on MyPLAN or call at 402-472-1880. Helpful resources can also be found on the FYE&TP website at <http://success.unl.edu>.

University of Nebraska, Animal Science – General Class Policies

Instructional Continuity Plans: If in-person classes are cancelled by the University, you will be notified of the instructional continuity plan for this class with an announcement posted to Canvas. It is recommended that Canvas be set-up to automatically forward announcements to you, via email or text.

Grading Appeals: A student who feels that he/she has been unfairly graded must ordinarily take the following sequential steps in a timely manner, usually by initiating the appeal within the 1st 3 weeks of the semester following awarding of the grade:

- 1) Student should schedule a meeting with the course instructor to discuss the issue. Most concerns are resolved at this point.
- 2) If student is not satisfied with results of the instructor meeting, a written appeal may be submitted to the ASCI Undergraduate Coordinator who will then forward that appeal to the Animal Science Undergraduate Curriculum Committee. The committee decision will be forwarded, in writing or via email, to the student by the ASCI Undergraduate Coordinator with instructor copied.
- 3) If student is not satisfied with the committee decision, he/she may meet with the instructor's unit administrator (ASCI Department Head) to discuss the situation.
- 4) If the concern is not resolved at the departmental level, the final step is to submit a grade appeal to the CASNR Dean by contacting the Dean's Office, 103 Agriculture Hall. Notification to the Dean must be in writing and will include in the notice a statement of the grounds of appeal. Both the student and the instructor will be given an opportunity to present materials to the Dean in the presence of each other.

Photography and Videography in Areas with Animals: Contact between visitors (including students) to the University and animals used in research and teaching can constitute both a positive learning experience for the visitors, and a health risk to the animals and visitors. The following policy is intended to ensure a minimally disruptive environment to resident animals, to protect the health of research and teaching animals, to protect confidentiality and integrity of research, and to help in the accurate representation of the University's policies and procedures.

- 1) **Use of recording devices** such as cameras, video recorders, tape recorders, camera phones, etc. in a secured animal facility **must receive prior approval** from the Department Head, IACP Attending and/or Clinical Veterinarian, or the IACUC Compliance Coordinator, with the following exceptions.
 - a. When performed by authorized PI or designee when required for scientific or publicity reasons, when due consideration is given to ensuring that the University of Nebraska is accurately represented.
 - b. When performed by authorized personnel when required to assist in clinical diagnosis of disease.
 - c. When performed by authorized personnel when required to document compliance or animal handling issues at the direction of University officials, IACUCs, veterinarians, and representatives of federal agencies
- 2) This requirement is waived for government inspectors, and other visitors present at the request or as a requirement of the University (e.g., AAALAC site visitors, IACUC members, Laboratory Animal Veterinarians).
- 3) All approved recording procedures have been documented in the Animal Use Protocol on file for this course.
- 4) All visitors must abide by individual facility Standard Operating Procedures pertaining to protective clothing, TB testing, etc. If protective clothing is required for any particular activity conducted within this course, students will be notified of such needs (i.e., hard-soled shoes, etc.), or such protective gear will be provided (i.e., frocks and hard hats in the meat lab, etc.).
- 5) **Every effort** should be made **to show appropriate and accurate context** when audio or visual recordings are made (i.e., if an animal is anesthetized or sedated, include the vaporizer or tray holding the bottle of injectable drug).
- 6) The IACUC **reserves the right to review** any and all pictures and video recordings, tape recordings, or camera (film or digital) images **before release**, and **may require** that these **images/recordings** be **destroyed**.

University-wide Course Policies and Resources (<http://go.unl.edu/coursepolicies>).

Academic Honesty: Students are expected to adhere to guidelines concerning academic dishonesty outlined in Section II (<https://studentconduct.unl.edu/student-code-conduct#sectionii>) of the UNL Student Code of Conduct. Students are encouraged to contact the instructor for clarification of these guidelines if they have questions or concerns. Academic dishonesty may involve cheating; fabrication or falsification of information; plagiarism, including copying of written materials or "cutting and pasting" from websites without proper referencing; destroying, defacing, stealing, or making inaccessible library or other academic resource material; complicity in the academic dishonesty of others; falsifying grade reports; or misrepresenting illness, injury, accident, etc., to avoid or delay an examination or the timely submission of academic work. Consequences of

academic dishonesty in Animal Science courses, depending upon degree of severity as interpreted by the instructor, may range from a warning to receipt of an "F" for the course. The instructor may also choose to assign a zero or partial credit for a specific assignment, quiz, examination, or laboratory report in which dishonesty was involved. If a student facing sanctions due to academic dishonesty in an Animal Science course wishes to appeal such a sanction, the following process must be followed. First a written appeal is submitted by the student to the chief instructor of the course. If resolution is not obtained, the student may submit a written appeal to the Animal Science Department Head who will forward the matter to the Animal Science Curriculum Committee. If a satisfactory solution is still not achieved at the departmental level, the student may then appeal through the CASNR Dean's Office and the University Director of Student Judicial Affairs, in that order and subject to the processes and requirements of those offices.

Emergency Responses (<https://emergency.unl.edu/>)

- 1) **Fire Alarm (or other evacuation):** In the event of a fire alarm, gather belongings (purse, keys, cellphone, N-card, etc.), and use the nearest exit to leave the building. Do not use the elevators. After exiting, notify emergency personnel of the location of persons unable to exit the building. Do not return to the building, unless told to do so by emergency personnel.
- 2) **Tornado Warning:** When sirens sound, move to the lowest interior area of the building or designated shelter. Stay away from windows and stay near an inside wall when possible.
- 3) **Active Shooter:**
 - a. **Evacuate** – If there is a safe escape path, leave belongings behind, keep hands visible and follow police officer instructions.
 - b. **Hide out** – If evaluation is impossible, secure yourself in your space by turning out lights, closing blinds, and barricading doors, if possible.
 - c. **Take action** – As a last resort, and only when your life is in imminent danger, attempt to disrupt and/or incapacitate the active shooter.
- 4) **UNL Alert:** Notifications about serious incidents on campus are sent via text message, email, unl.edu website, and social media. For more information, go to <http://unlalert.unl.edu>.
- 5) **Additional Emergency Procedures** can be found at ...
 - a. <https://emergency.unl.edu/>.

Disability Clause: The University strives to make all learning experiences as accessible as possible. If you anticipate or experience barriers based on your disability (including mental health, chronic or temporary medical conditions), please let me know immediately so that we can discuss options privately. To establish reasonable accommodations, I may request that you register with Services for Students with Disabilities (SSD). If you are eligible for services and register with their office, see me as soon as possible to discuss your accommodations so they can be implemented in a timely manner. SSD contact information: 117 Louise Pound Hall Bldg., 402-472-3787.

Mental Health and Well-being Resources: UNL offers a variety of options to students to aid them in dealing with stress and adversity. Counseling and Psychological & Services (CAPS) is a multidisciplinary team of psychologists and counselors that works collaboratively with Nebraska students to help them explore their feelings and thoughts and learn helpful ways to improve their mental, psychological, and emotional well-being issues arise. CAPS can be reached by calling 402-472-7450. Big Red Resilience & Well-Being provides one-on-one well-being coaching to any student who wants to enhance their well-being. Trained well-being coaches help students create and be grateful for positive experiences, practice resilience and self-compassion, and find support as they need it. BRRWB can be reached by calling 402-472-8770.

Face Coverings: We do not know everyone's individual situation, and we should fully respect everyone's right to wear a face covering to protect themselves from communicable diseases including COVID-19. Face coverings will only be required, if mandated by upper administration in efforts to protect the general and University community.

We, the members of the University of Nebraska community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.