

OFFICE HOURS & COMMUNICATION:

Email: Email is the simplest and primary way to contact me outside of class and is the quickest way for me to contact you as well. All email should be sent directly to jfelder@valdosta.edu. You are required to check and maintain your Valdosta State University email account regularly. I will only communicate with you through this official email account. Do NOT email using the Blazeview system.

Blazeview: We will be using Blazeview throughout the semester as a tool for sharing grade information. I will post course tentative grades as well as any necessary class materials. Note that I use the Blazeview site grade sheet only to report grades to you. I do not use it to actually calculate grades. I use a separate spreadsheet. All official course information is located on Blazeview and students are expected to regularly access the Blazeview website.

BIOLOGY TUTORING: The Student Success Center (SSC) at Valdosta State University is located in Langdale Residence Hall above the Tech Shop and is available to all students. The SSC provides free peer tutoring in core curriculum courses, including biology, chemistry, math, writing, and foreign languages. The SSC also provides free professional academic advising and on-campus job information in one location. Call 333-7570 to make an appointment, or visit the website: www.valdosta.edu/ssc.

MID-TERM, OR IN-PROGRESS GRADES: The instructor is required to submit in-progress grades prior to mid-term as posted. In theory, a mid-term grade is necessary for a student to assess how s/he is doing in class by midterm. In this course, students will have feedback on at least one major exam by midterm, several lab quizzes, lab assignments, and any homework or writing assignments. The instructor will, in general, assign an overall average grade at this point on the normal scale of A-F viewable on Banner. Students receiving a grade of "D" or lower should therefore carefully evaluate their option of dropping this course by midterm without academic penalty.

PRIVACY ACT (FERPA): THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) prohibits the public posting of grades by social security number or in any manner personally identifiable to the individual student. No grades can be given by email or over the telephone, as positive identification cannot be made by this manner.

ACCESS STATEMENT: Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V), 229-375-5871 (VP) and 229-219-1348 (TTY). For more information, please visit VSU's Access Office or email: access@valdosta.edu.

TITLE IX STATEMENT: Valdosta State University (VSU) is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment. VSU is dedicated to creating an environment where all campus community members feel valued, respected, and included. Valdosta State University prohibits discrimination on the basis of race, color, ethnicity, national origin, sex (including pregnancy status, sexual harassment and sexual violence), sexual orientation, gender identity, religion, age, national origin, disability, genetic information, or veteran status, in the University's programs and activities as required by applicable laws and regulations such as Title IX. The individual designated with responsibility for coordination of compliance efforts and receipt of inquiries concerning nondiscrimination policies is the University's Title IX Coordinator: Maggie Viverette, Director of the Office of Social Equity, titleix@valdosta.edu, 1208 N. Patterson St., Valdosta State University, Valdosta, Georgia 31608, 229-333-5463.

See Lab Class Schedule in getting started and use it to remain aware of due dates.