

Course Number & Name, section number
BIO 4504 Pathogenic Microbiology – Section 1
Tuesday – Thursday 12:30 – 1:45

Instructor

Name and Title
Email (indicate preferred method of email)
Phone
Office

Office Hours

Course Description

Brief description from the Course Catalog

Class Schedule and Due Dates

Consider using a table format for clarity. Include the titles and due dates of major class assignments, including tests. Some instructors choose to list lecture titles and required readings by class day. Include dates in which the class will not meet (e.g., fall break, holidays, etc.).

*List the day of the final exam.

***Learning Objectives**

Be specific. You may want to include broader course goals and objectives on the syllabus, with additional detail in additional handouts or posted on myCourses. If you have accreditation standards, such as in teacher education programs, include any required additional information. You may also have requirements that are specific to your college.

Course Materials

List all books according to appropriate reference system indicating which ones are required. List any other materials such as reserve or optional materials. List any additional materials or online material that will be used.

Class Assignments

In this section have a subheading for each class assignment/test. You may include descriptions of test format or include an overview of papers and projects. Some instructors give detailed directions for assignments.

***Methods of Evaluation and *Standards of Achievement**

Describe how students will be evaluated, including the number of exams.

Include the relative importance to be assigned to various factors by providing the specific number of points or the percentage for which assignments or exams count

Give the points or percentage required for each letter grade. MSU uses letter grades of A, B, C, D, and F.

General Class Information

Many instructors choose to include student expectations and requirements, cell phone policies, attendance policies, technology policies, and email policies.

***Student Honor Code**

Mississippi State has an approved Honor Code that applies to all students. The code is as follows: “As a Mississippi State University student, I will conduct myself with honor and integrity at all times. I will not lie, cheat, or steal, nor will I accept the actions of those who do.” Upon accepting admission to Mississippi State University, a student immediately assumes a commitment to uphold the Honor Code, to accept responsibility for learning, and to follow the philosophy and rules of the Honor Code. Student will be required to state their commitment on examinations, research papers, and other academic work. Ignorance of the rules does not exclude any member of the MSU community from the requirements or the processes of the Honor Code. For additional information, please visit: <http://honorcode.msstate.edu/policy>.

****Title IX**

MSU is committed to complying with Title IX, a federal law that prohibits discrimination, including violence and harassment, based on sex. This means that MSU’s educational programs and activities must be free from sex discrimination, sexual harassment, and other forms of sexual misconduct. If you or someone you know has experienced sex discrimination, sexual violence and/or harassment by any member of the University community, you are encouraged to report the conduct to MSU’s Director of Title IX/EEO Programs at 325-8124 or by e-mail to titleix@msstate.edu. Additional resources are available at <http://www.msstate.edu/web/security>, or at <http://students.msstate.edu/sexualmisconduct/>.

***Support Services**

Students who need academic accommodations based on a disability should visit the Office of Student Support Services, 01 Montgomery Hall, call 662-325-3335, or visit the website at www.sss.msstate.edu.

***Attendance Policy**

As stated in AOP 12.09, “A policy should include, but is not limited to, how the instructor defines class attendance, particularly as it pertains to in-class responsibilities that go beyond the student’s mere presence in the classroom, how attendance relates to student learning outcomes, the extent of credit or penalty, how excused and unexcused absences are measured, and how all absences are recorded.”

Campus Resources (optional)

List any resources that students may wish to utilize, such as the Writing Center.

*indicates a required area under AOP 13.03 – Faculty Responsibilities in Instruction and Curriculum. This policy also requires that the syllabus be available on the first day of classes and there will be no variation.

**statement required by General Counsel, effective 1/8/2015.