

Biology 350: Animal Physiology
Spring 2026 Honors Sections 005

Instructor Information

Robin L. Cooper, Ph.D.
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Tel: 859-559-7600- cell
Office hours: By appointment (appointments made by email only)

Lecture Time and Location

Mon- Wed- Friday 12:00 -1:00PM. The traditional in-person lecture time is used to determine the officially scheduled FINAL exam date/time, lecture and lab times. Building is JSB room 357 ,

Lab Time and Location Mondays 9:00AM to 11:50AM, Building is JSB room 104

Lab Instructor

Melody Danley, Ph.D.
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Office phone: 859-257-1053
Office hours: By appointment

Lab Graduate Teaching Assistants

Lab Location: 104 Jacobs Science Building (JSB)

Labs Times by Section

001: Monday 9:00-11:50 AM

Textbooks

There are several textbooks one can use. Having a textbook helps in reading about the topics and understanding the concepts. However, we will cover the main points that are needed for exams and quizzes in the lecture. But if you want to build up your textbook library and have a reference source a book is a good idea.

If you would like a general animal physiology textbook this one you can get cheap by buying it used. Maybe students and people sell textbooks at the end of the semester, and they end up on Amazon or book rental companies.

The textbook is not required but is RECOMMENDED: ***Animal Physiology: From Genes to Organisms*** ©2016 | Thomson & Brooks/Cole, Sherwood, Klandorf, and Yancy. Note that access to online material is not required. Older versions of the textbook (©2013) are also acceptable.

Other textbooks are good as well but a bit pricier. Such as **Animal Physiology 5th Edition by Richard Hill** (Author) or **Eckert Animal Physiology: Mechanisms and Adaptations**, Fifth Edition, by David Randall, Warren Burggren, and Kathleen French. ISBN-13: 978-0716738633 or ISBN-10: 0716738635

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Course Description

Physiology is the study of the function of living organisms. It is a vast field, ranging from studies of molecules in cells to populations of organisms. By comparing diverse physiological adaptations of organisms to their specific environments, we learn about fundamental physiological principles.

The laboratory component of the course is a **major** portion of the fundamental learning of all concepts in Animal Physiology. The course has been designed so that the lab and classroom material are closely aligned. *The lab sessions are not a separate part of the course*; rather they are an essential component for the learning and application of classroom concepts.

Course Goal

The overall goal of this course is for you to gain and retain knowledge of the fundamental concepts of animal physiology which you can apply to any future endeavor in the biological sciences.

Course Objectives

Students should emerge from the course with a firm foundation in:

1. Understanding the fundamental principles of animal physiology.
2. How the scientific and experimental processes are used to develop fundamental physiological knowledge about animal functions.
3. Understanding how organisms across the animal kingdom utilize similar and different physiological functions as adaptations to exist in their environment.
4. Conducting laboratory experiments (collect data, analyze data, write up the results and interpretation) on living organisms.

Student Learning Outcomes

1. Describe the anatomy & physiology of the major systems of the body within the framework of the underlying principle of homeostasis.
2. Describe and identify the variations in form and function between certain animal species.
3. Demonstrate skills in animal handling and experimentation.
4. Demonstrate skills in presenting scientific results and explanations.

Recommended materials and associated expenses for the course

1. **The textbook is not required but is RECOMMENDED:** *Animal Physiology: From Genes to Organisms* ©2016 | Thomson & Brooks/Cole, Sherwood, Klandorf, and Yancy. Note that access to online material is not required. Older versions of the textbook (©2013) are also acceptable.
2. No other required expenses are anticipated with this course.

Minimum skill and technology requirements

1. Computer with reliable internet access. If you do not own a personal computer or have reliable internet access, UK has several computer labs with internet access throughout campus that are available to students free of charge.
2. Familiarity with basic word processing and spreadsheet software. We will be using MS Word and Excel in this course.

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3. Familiarity with logging in and using Canvas. If you are not familiar with how Canvas works, or would like additional information, please visit the Canvas online training site at: <http://www.uky.edu/ukonline/canvas-0>. Turn-off pop-up blockers (or allow pop-up windows for course-related links).

Inclement Weather Policy

Lectures are held in person. If a lecture session cannot be held in person (e.g., instructor quarantine, campus moves to remote learning), lectures will be delivered through Zoom.

Labs are held 8 times during the semester, in-person. If a lab session cannot be held in person, labs may be postponed (for affected sections only) or moved online. An announcement will be posted through Canvas with 2 hours of any disruption to a scheduled lab session.

Lecture Activities, Assignments and Grades

While attending lectures is required, attendance is not taken. In person lectures will be recorded via ECHO360. Graded exams will be administered in person, approximately every 4-5 weeks throughout the semester. Graded, in-person quizzes will be administered approximately halfway between exams. More details are provided below.

Exams: Exam dates are listed in the course schedule at the end of this syllabus. Exams will be delivered in the lecture period or in JSB 104 during your regularly scheduled lab period. If delivered during the lab period, an exam will not be delivered during the same week there is also a regular lab session. For these exams, all sections will complete their exam in the same manner (lecture or lab location/time, not a mix). The final exam will be delivered in lecture room, during the official final exam date/time set by the Registrar's Office. All exams consist of hard copy, multiple choice and short answer (open response) questions covering the material taught in that unit. **Physiology concepts build upon one another and therefore, all exams will be cumulative from beginning to end of the course.** In other words, concepts learned in all previous exams will be required for conceptual understanding of current exams. Regardless of time, location or date, all exams are in-person, closed-note type of exams, and completed individually. Missed exams due to unexcused absences cannot be made-up. In the event of an excused absence, documentation may be requested and will follow Senate Rules regarding excused absences and make-up assignments (noted below). Make-up exams are limited to no more than one per student per semester (20% Rule applies). Exams 1 and 2 are worth up to 120 points each. The final exam is worth up to 150 points.

Quizzes: Hard copy lecture quizzes will be delivered in person, during the lecture or lab times, in a manner like those described above for the exams. Like the larger exams, hard copy lecture quizzes will be composed of multiple choice and short answer type of question sets that are completed individually, with closed notes. Quiz assignments may include submission of short journal article reviews, which would be submitted through Canvas. Lecture quizzes are designed to help you prepare for exams. Missed quizzes due to unexcused absences cannot be made-up. In the event of an excused absence, documentation may be requested and will follow Senate Rules regarding excused absences and make-up assignments (noted below). Make-up quizzes are limited to no more than one per student per semester (20% Rule applies). Each quiz is worth **up to 15 points. A total of 6 quizzes will be delivered during the semester.** Homework will also be assigned for up to 30 points total.

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Lab Activities, Assignments and Grades

Description of Lab: There are 8 lab sessions which must be completed as part of the course. For each lab session, there is a graded pre-lab quiz, an in-person lab session, and a graded post-lab worksheet. All graded lab assignments are managed through Canvas and must be uploaded or completed using the appropriate assignment links in the BIO 350 course shell on Canvas before their respective deadlines. The lab procedures (protocol), a data collection sheet, and additional resources will also be provided through Canvas, as downloadable files (PDF, Excel, or Doc). We do not provide hard copies of any lab files loaded to Canvas. There is no separate lab manual to purchase. You are responsible for printing out your own hard copies (if preferred) or accessing electronic copies of the written lab materials for all files loaded to Canvas. Finally, during the in-person lab sessions 6-8, students will be asked to volunteer as experimental subjects. Volunteers will be provided with hard copies of informed consent forms which must be reviewed, signed, and returned to the TA prior to volunteering during any experimental exercise. No individual student is required to serve as an experimental volunteer and there are no penalties or points associated with volunteering.

Start of Semester Pre-lab Requirements: Prior to the start of the first lab session, each student is required to successfully complete UK's EHS online chemical hygiene and laboratory safety (general awareness) course, as well as a plagiarism awareness quiz. Neither assignment has any point value towards the course grade, however, both assignments must be completed before a student is permitted to participate in lab. For students that previously completed the EHS general awareness training, the training must be up-to-date (no more than one year has passed since training was completed). Students that have completed the EHS lab safety training, prior to Jan 31, 2026, can opt complete the shorter Annual refresher version of the training to meet this requirement. Students that have not completed the training must complete the full version of the online training. For the plagiarism awareness quiz, the quiz must be completed with 100% score. The deadline to complete each assignment is 11:59 pm the night before your first regularly scheduled lab session. Announcements along with appropriate links will be posted on Canvas to each assignment at the start of the semester. Any student that does not complete either assignment prior to the deadline, will not be allowed to participate in the lab until both requirements have been met. Rules for late arrival to lab apply. Students will not be given time during lab to complete the assignments.

Pre-Lab Quizzes: Success and learning during the lab require advance preparation. Therefore, students are REQUIRED to read each lab protocol before the lab and complete the online lab quiz before each lab activity (applies to labs 1-7). Each online quiz opens five days before the regularly scheduled lab session. Each online lab quiz must BE COMPLETED ONLINE by 11:59:00 PM THE NIGHT BEFORE THE LAB. For example, Monday lab sections, the deadline is Sunday evening each week. For Tuesday lab sections, the deadline is Monday evening. For Wednesday lab sections, the deadline is Tuesday evening. Familiarity with the concepts and technical details of the lab protocol will be assessed by the lab quizzes. Online lab quizzes are worth 2.5 points each and can be taken twice. If completed twice, the highest score from the two attempts will count as the final score for that quiz. Quiz scores are visible immediately after an attempt has been submitted to Canvas. For the final lab (#8), an alternative assignment is provided to help students prepare for the salt and water balance lab activity. A MS Word (docx) file will be available through Canvas for students to document their individual preparation for 24-hours prior to the start of their lab session. Once completed, this file must be submitted through the Lab 8 "Quiz" assignment link on Canvas, no later than 5 minutes after your regularly scheduled lab section officially begins. This modified lab quiz (#8) is also worth 2.5 points.

In-person lab session and attendance: At the start of each lab, the TA will take attendance. Students must attend the section in which they are officially enrolled or have prior authorization from Dr. Danley to

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attend a different section (requires documentation). Students that are more than 10 minutes late to lab will be counted as late. If a student arrives more than 15 min late, or after the hands-on portion of lab has started, they may be dismissed with an unexcused absence. Students marked late 3 or more times will be asked to provide written documentation excusing the tardy. Students that have an excessive number of late, unexcused arrivals may be counted as absent (unexcused). Students marked absent from lab are not eligible to submit the post-lab worksheet for points. Unexcused absences from lab cannot be made-up.

Most lab sessions will run the full 2 hours and 50 minutes. You must stay until all work is completed. In general, students will conduct lab exercises/experiments and collect data. Completed data sheets are then uploaded to the appropriate link on Canvas and checked by the TA before the student is permitted to leave. Students that upload falsified results or without uploading their completed data sheet will be marked as absent and will not be eligible to complete the post-lab worksheet. Leaving early and asking your lab partner to complete the work for you is not acceptable. Students caught leaving before all work is completed will be marked absent and will be awarded 0 points on the associated lab worksheets. Make-up labs are limited to no more than two labs per student per semester, and only after documentation is provided.

Post-Lab Assignments: Each student will complete two assignments after each lab session. Only students that successfully complete the in-person lab session are eligible for the post-lab assignment points. Post-Lab assignment content includes identification of basic physiological principles covered during lecture, scientific written and visual presentation of section results from the lab, and discussion/interpretation of the results associated with that week's lab activity that require connections between the lecture content and the lab results. **Post-lab assignments are due 6 days after the lab section meets, by uploading the electronic file to the appropriate assignment link on Canvas.** Hard copies of lab assignments, or electronic copies of lab assignments that are not uploaded to Canvas are not accepted with one exception – if you are having difficulty uploading a file to Canvas, you can email the electronic copy to you TA before the deadline to verify your work was completed prior to the deadline. We will then work with you to successfully upload that copy to Canvas. Post-lab assignments are worth 20 points per lab (10 points for written summary and 10 points for discussion video). Post-lab assignment scores are generally posted to Canvas 7-10 days after the deadline has passed (TAs have 7 days to grade each worksheet + up to 3 days for review grading among sections). A total of 8 post-lab assignment sets will be assigned, but only 7 sets of scores count towards the overall course grade (one, lowest scoring lab written results and one discussion video score will be dropped at the end of the semester). Unexcused, late submissions are not accepted. For late submissions associated with excused absences, Senate Rules apply.

Summary of Graded Assignments to Determine Course Grade

Lecture

Exams during the semester (2)	2 x 120 = 240 points
Final Exam	1 x 150 = 150 points
Quizzes (6) might include an article review	15 x 6 = 90 points
Homework problems (multiple sets)	total = 30 points

Lab

Lab quizzes (7 online + 1 in-person)	8 x 2.5 = 20 points
Post-lab assignments (8 sets assigned, one dropped)	7 x 20 = 140 points

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670 points possible

Grading: Final grades will be based on total points earned and will be assigned as follows:

A = 603-670 points

B = 536-602 points

C = 469-535 points

D = 402-468 points

E = less than 402 points

Questions about Grades:

If you have a concern regarding your posted score for an assignment or exam, **you have 1 week from the day the scores are posted (in Canvas) to contest that score.** After one week the score remains as posted. It is your responsibility to check your scores in a timely manner and to follow-up immediately if you have a concern. Contact Dr. Cooper for exam/quiz/clicker questions or Dr. Danley or lab TA for laboratory-related questions.

Additional Course Policies:

Note any amendments to this syllabus will be posted on Canvas and are considered course policy

- 1. Attendance:** You are expected to attend all lab classes. Attendance is the best way to prepare for exams. **All of the material on the exams is covered in class.** If you miss a class, it is your responsibility to get any missed information, assignments, etc. Contact other students in the course for the lecture notes. You are expected to spend a MINIMUM of 3-6 hours per week interacting with the course material OUTSIDE of the classroom. Participation credit will only be awarded for clicker questions completed during course time by students that are present in class.
 - 2. Please meet with instructors if you encounter any problems!** We are here to help you! If you are having any difficulty with the coursework, it is best to get help sooner rather than later. In addition, please let me know of any special circumstances you may have.
 - 3. E-mail Communication:** You are responsible for all instructions and information sent out to the class through e-mail. The anti-spam software for many e-mail accounts (g-mail, yahoo, hotmail, etc.) will not deliver mail that has been sent to multiple addresses. Announcements and class communications are sent to all students in the class and so they are often filtered into junk mail folders. Avoid missing announcements by using your UK e-mail account. Check your email often (at least daily). Email sent to instructors from Yahoo and Gmail accounts is often filtered, so please send communication using your UKY email account.
- FOR LECTURE CONTENT : WE MAY ALSO USE A GOOGLE DRIVE AND WE WILL USE YOUR UK EMAIL TO OBTAIN PERMISSION TO HAVE ACCESS TO A CLASS GOOGLE DRIVE FOLDER FOR CLASS CONTENT. We can also USE your Google email if you provide it from your UK email, so I know it came from you and your permission. (This is for lecture content only).**
- 4. Disabilities/ Medical Conditions:** If you have a documented disability that requires academic accommodations, you must provide me with a Letter of Accommodation from the Disability Resource

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Center for the 2021-2022 academic year or current semester (Suite 407 Multidisciplinary Science Center. Phone: 257-2754. Email: dtbeach1@uky.edu). DRC letters must be received no later after the 1st week of classes starting if testing accommodations are needed for EXAM 1.

5. Course Policy on Classroom Civility and Decorum: The University, College, and Department all have a commitment to respect the dignity of all and to value differences among members of our academic community. There exists the role of discussion and debate in academic discovery and the right of all to respectfully disagree from time-to-time. Students clearly have the right to take reasoned exception and to voice opinions contrary to those offered by the instructor and/or other students (S.R.

6.1.2). Equally, a faculty member has the right -- and the responsibility -- to ensure that all academic discourse occurs in a context characterized by respect and civility. Obviously, the accepted level of civility would not include attacks of a personal nature or statements denigrating another on the basis of race, sex, religion, sexual orientation, age, national/regional origin or other such irrelevant factors.

6. * A Note Concerning Copyrighted Class Materials (READ THIS INFORMATION CAREFULLY)**

The Instructor's lectures and course materials, including power point presentations, tests, outlines, and similar materials, are protected by copyright. You may take notes and make copies of course materials for your own use. You may not allow others to reproduce or distribute lecture notes and course materials publicly whether or not a fee is charged without the express written consent of the Course Instructor.

7. Class Recordings/Copying Notifications

- The University of Kentucky Student Code of Conduct defines Invasion of Privacy as using electronic or other devices to make a photographic, audio, or video record of any person without their prior knowledge or consent when such a recording is likely to cause injury or distress.
- As addressed in the Student Code of Conduct, students are expected to follow appropriate university policies and maintain the security of linkblue accounts used to access recorded class materials. Recordings may not be reproduced, shared with those not enrolled in the class, or uploaded to other online environments.
- If the instructor or a University of Kentucky office plans any other uses for the recordings, beyond this class, students identifiable in the recordings will be notified to request consent prior to such use. In anticipation of such cases, students may be asked to complete an "authorization of use" form by a faculty member.
- Video and audio recordings by students are not permitted during the class unless the student has received prior permission from the instructor. Any sharing, distribution, and or uploading of these recordings outside of the parameters of the class is prohibited. Students with specific recording accommodations approved by the Disability Resource Center should present their official documentation to the instructor.

8. Cheating: Cheating or committing acts of plagiarism on any graded material is not tolerated in this course! All students are expected to uphold a basic standard of academic honesty as outlined by the University of Kentucky Senate Rules (<http://www.uky.edu/USC/New/SenateRulesMain.htm>).

University Senate Rules Regarding Plagiarism (SR 6.3.1)

– **Plagiarism:** All academic work, written or otherwise, submitted by students to their instructors or other academic supervisors, is expected to be the result of their own thought, research, or self-expression. In cases where students feel unsure about a question of plagiarism involving their work, they are obliged to

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consult their instructors on the matter before submission. When students submit work purporting to be their own, but which in any way borrows ideas, organization, wording or anything else from another source without appropriate acknowledgment of the fact, the students are guilty of plagiarism. Use of AI to complete any assignment is not allowed. There may be a lecture assignment using AI *ChatGPT* (a free-to-use AI system) as a learning tool but this will be explicitly stated when it can be used.

University Senate Rules Regarding Cheating (SR 6.3.2)

--**Cheating** is defined by its general usage. It includes, but is not limited to, the wrongfully giving, taking, or presenting any information or material by a student with the intent of aiding himself/herself or another on any academic work which is considered in any way in the determination of the final grade. The fact that a student could not have benefited from an action is not by itself proof that the action does not constitute cheating. Any question of definition shall be referred to the University Appeals Board.

All lecture quizzes and exams are "closed-book", meaning that you are not permitted to use written information in the form of notes, books, or "crib-notes" during these examinations. Behaviors considered cheating in this course include the following (this list is NOT exhaustive):

- a. Using unauthorized materials during a quiz or exam
- b. Copying from other students during a quiz or exam, or allowing someone to copy from you
- c. Communicating with other individuals during quizzes or exams
- d. Allowing someone else to complete your graded work for you (lab worksheets, quizzes assignments, exams)
- e. Having someone else bring your clicker to class and click for you in your absence
- f. Using someone else's clicker during class to click for them in their absence
- g. Copying or paraphrasing someone else's writing and presenting them as your own

The **minimum** penalty for these offenses is an "E" grade for the assignment. A cheating offence of any kind will result in your being reported to the Academic Ombud.

9) **Additional Lab Guidelines**

An essential component of learning in physiology requires the use of live animals. It is impossible to demonstrate the full extent of possible responses through textbooks readings or oral lectures. As emerging professionals, it is expected that all students will demonstrate respect and maturity when working with these animals. If any disrespect or intentional cruelty is inflicted upon the animals, it may be reason to be expelled from the course with an "I" (incomplete), "W" (withdrawal), or automatic "E" (failing grade) depending on the timing and degree of the offense.

Missed Deadlines and Absentee Policies and Dates:

Make-up opportunities will only be given for **DOCUMENTED** excused absences **as defined by the University (Senate Rule V.2.4.2).**

A missed assignment, quiz, or exam will result in a score of zero for that assignment, unless an acceptable written excuse is presented **within 1 week of the missed assignment or within 1 week of returning to class after an EXCUSED illness. THERE WILL BE NO EXCEPTIONS.** Tier 1 excuses from UK Student Health, notes from family members, friends, etc. and documentation that has been altered (dates crossed out or changed) are not acceptable forms of documentation for missed assignments. Further, we will not accept

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any doctor's notes or other documentation if it is submitted more than 7 days after the date of the doctor's note or other excused absence. I recommend that you contact me and Dr. Danley as soon as you are well enough to send an email, and within 24 hours of any missed assignment even if you do not yet have documentation. For labs especially, waiting until the last day to notify the course instructor and provide documentation may result in you being unable to make-up the missed lab, due to the nature of the labs (live animals, time-sensitive materials, etc.). **Note: Problems associated with parking, traffic, library services, family commitments (including attending weddings), travel itineraries, internet connection issues, computer crashes, procrastination, over-sleeping or forgetfulness are not acceptable excuses for missing an exam.**

Make-up exams will consist of short-answer questions and/or multiple-choice questions. **If you miss an exam, you have 2 options:**

1. You can make it up **WITHIN ONE WEEK** of the scheduled exam. Contact Dr. Cooper as soon as you are able to schedule the make-up.
2. If you are not able to make it up within one week, then you will make up the exam on the last day of classes during dead week.

Any student with **more than two** Final Exams scheduled on any one date is entitled to have the examination for the class with the **highest catalog number** rescheduled. The option to reschedule must be exercised **in writing** to the appropriate instructor **two weeks prior** to the scheduled examination.

Policy on determination of midterm grades

Midterms grades will be calculated based on all graded assignments, exams and quizzes posted by Friday, March 15th. We anticipate midterm grades will include the following grades:

- Exam 1 (120 points)
- Lecture quizzes 1 through 4 and maybe a news article (60 points)
- Lab worksheets for labs 1 – 4 (80 points)
- Lab quiz for labs 1-6 (15 points)

Or approximately 275 out of 670 points, or 41% of the total points for the semester.

For current copies of the various Academic Policy Statements regarding course designs, absences, grading schemes, etc. please visit the Academic policy statements link:

https://www.uky.edu/ombud/sites/www.uky.edu.ombud/files/2022_Spring_Faculty_Reminders.pdf?j=448821&sfmc_sub=222668474&l=21_HTML&u=13051319&mid=10966798&jb=2

Acceptable (or not acceptable) documentation for excused absences (Note in the syllabus that Tier 1 excuses are NOT accepted as documentation)

Acceptable documentation for excused absences (e.g., a letter from an institution or medical provider, or published information). See SR 5.2.5.2.1. Other types of documentation may be accepted on a case-by-case basis. Note that Tier 1 excuses from UK Student Health are NOT accepted as documentation.

See: <https://www.uky.edu/universitysenate/excused-absences>

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Course policy for major religious holidays

Major religious holidays may be considered non-emergency, excused absences for individual students when advance notice (at least 2 weeks) along with proper documentation (note from clergy, church staff, etc.) is provided along with a written request (email). Excused absences due to major religious holidays follow make-up rules similar to any other excused absences (limit to the number and timing of make- assignment opportunities).

See the official Academic Senate Rules regarding excused absences for more information:

<https://www.uky.edu/universitysenate/excused-absences>

Commonly asked questions:

1. *Are the lecture Powerpoint slides posted on Canvas?*

Yes! Go to Canvas, to Modules, and then choose the lecture file. Or they will be posted in lecture class web page.

2. *I am having a difficult time understanding the lecture material. What can I do?*

There are several ways to improve your understanding of the material! First, you can read the recommended textbook. You can either purchase the textbook (there are low-cost online options in addition to the hard copy textbook) or you can “check out” Dr. Cooper’s textbook. Second, you can go to the Biology Learning Center. Check the schedule to make sure that you attend when a BIO 350 student tutor is available. Third, you can email Dr. Cooper and set up a time to meet and discuss physiology.

3. *I believe my quiz or exam was graded incorrectly, or I have a question about the grading of my quiz or exam. Who should I contact?*

You should email Dr. Cooper about grading of exams and quizzes. You must contact Dr. Cooper within 7 days of when he handed back the quiz or exam in class.

4. *I believe my lab worksheet or scientific writing assignments were graded incorrectly. Who should I contact?*

First, you should contact the primary TA for your lab section within 7 days of receiving your grade. The primary TA grades your lab worksheets and assignments, so they will be best suited to answer your questions.

5. *I have already spoke to my TA about my lab assignment, but I would still like it to be regraded. Who should I contact?*

You should email Dr. Danley. Dr. Danley handles all lab regrade requests but only after the student has first met with their lab TA. If you have not met with your lab TA prior to contacting Dr. Danley, you will be directed back to your TA.

6. *What if I miss a lab assignment deadline and don't have an excuse? Can I complete the work late or turn-in the work late?*

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No. Students that miss their official synchronized lab session as a result of an unexcused absence, or those failing to provide proper documentation for absences, or those that do not submit work by the submission deadline will not be allowed to make-up the missed work, submit a graded assignment for credit, take a make-up quiz, or submit work late. Furthermore, students that are absent from lab are not eligible to receive points for any worksheets based on the in-lab work. Late or ineligible assignments submitted as a result of unexcused absences will not be accepted. Such submissions (if submitted anyways) will receive an automatic **zero points**.

7. What if I have a documented excuse for missing lab? What should I do?

First, send Dr. Danley an email. Dr. Danley coordinates all make-up lab sessions. Be prepared to provide documentation for your absence. For lab related non-emergency absences, you must notify Dr. Danley at least 7 days in advance of the absence. For emergency-related absences, you must notify Dr. Danley no later than 48 hours after the missed lab. Acceptable documentation must be submitted no later than 3 days after the missed lab. Excused, missed work must be completed within one week (7 days) of the original scheduled due date, unless other arrangements have been made with the TA/instructor.

8. Where do I turn in my lecture or lab assignments?

Unless noted otherwise, all course assignments must be submitted electronically through the appropriate link on Canvas on the **Assignments** page. A separate link will be made available for each assignment due. After the deadline for the assignment has passed, the link is automatically deactivated, and is no longer available. Most links will be programmed to close at exactly 11:59:00 pm. This means if you log in or try to upload your assignment at 11:59:01 pm, the link will be deactivated and your assignment will be considered late.

9. I've been trying to submit my assignment through Canvas but I keep getting error messages. The deadline is approaching quickly. What should I do?

First, it is your responsibility to ensure all submissions through Canvas go through successfully. You can verify a submission was successful by clicking on the assignment link again after uploading your work to it. If the assignment doesn't show up as submitted, you need to resubmit it. Be sure to click "submit" after uploading it. If you are unable to successfully submit your assignment through Canvas, you can email a copy of the assignment in MS Word format, to your TA BEFORE THE DEADLINE has passed. Late submissions, including any emailed to your TA after the deadline, will not be accepted. Failure to submit your lab assignments will negatively affect your lab points, and can negatively affect your overall course grade.

10. What if I am running late to lab, can I come in late and still do the lab?

It depends. If you arrive after the TA has already taken attendance, but before the lab exercise is started, you will be marked late and may be permitted to complete the lab exercise for credit if you have no more than 2 late arrivals, total, for the semester). If you arrive after the lab activity is already underway and you do not have a valid and documented excuse, you will not be permitted to complete the lab, you will be marked absent, and you will not be eligible to complete the associated lab worksheet for credit. If you arrive after the lab is underway, with documentation,

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you may be asked to complete a make-up lab instead (at the TA's discretion). Students with excessive, unexcused late arrivals that have been marked absent will not be permitted to complete the lab activity for credit.

11. I have a (medical/dental/PT etc.) interview and I will miss class. What should I do?

First, you must contact the appropriate instructor at least 7 days in advance of the absence. If you will miss lecture only, please email Dr. Cooper. If you will miss lab, please email Dr. Danley to set up a make-up lab.

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Class Schedule: *Note the classroom topics are tentative and flexible*

<u>Date</u>	<u>Classroom Topic</u>	<u>Lab (by week)</u>
12 Jan	Course overview; homeostasis and feedback control	Section 001 will meet in Lab 9:00AM to 11:50 AM- Cooper will be the TA- lab #1 Homeostasis Lab; Complete online lab safety training
14 Jan	What is plagiarism? Cellular energy	
16 Jan	Cellular energy	
19 Jan	Holiday	No Lab
21 Jan	Membrane physiology	
23 Jan	Membrane physiology Communication along and between neurons Quiz 1	
26 Jan	Communication along and between neurons	Lab: Intracellular Recording Equipment/Software Training
28 Jan	Communication along and between neurons	
30 Jan	Synaptic integration & the NMJ	
2 Feb	Synaptic integration & the NMJ	Lab 2: Resting Membrane Potentials in Crayfish
4 Feb	Synaptic integration & the NMJ Quiz 2	
6 Feb	Nervous systems	
9 Feb	Sensory physiology	Lab 3: Compound Action Potentials (CAP) in Grass Frogs
11 Feb	Sensory physiology Quiz 3	
13 Feb	Sensory physiology	
16-Feb	EXAM 1 (given in lecture or maybe during your normal lab times)	NO lab- Exam maybe given in lab
18 Feb	Muscle physiology	
20 Feb	Muscle physiology	
23 Feb	Cardiovascular physiology	Lab 4: Skeletal Muscle Properties in Grass Frogs

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25 Feb	Cardiovascular physiology Quiz 4	
27 Feb	Cardiovascular physiology	
2 Mar	Cardiovascular physiology	Lab 5: Cardiovascular physiology in frogs
4 Mar	Endocrine systems,	
6 Mar	Endocrine systems,	
9 Mar	Endocrine systems	Lab 6: Electrocardiograms in College Students
11 Mar	Endocrine systems, Quiz 5	
13 Mar	Endocrine systems	
March 16-20	Monday through Saturday - Spring Vacation - Academic Holidays	
23 Mar	Endocrine systems,	NO wet lab. BUT SECTION 001 will meet in the lab as a review and catch-up time of lecture material.
25 Mar	Endocrine systems, Catch up time...	
27 Mar	Respiration	
30 Mar	Respiration Exam 2 (given in lecture or maybe during lab times)	Exam maybe given in lab
1 Apr	Respiration	
3 Apr	Respiration	
6Apr	Excretion, fluid and ionic/osmotic balance	Lab 7: Endocrine Responses in College Students
8 Apr	Excretion, fluid and ionic/osmotic balance	
10 Apr	Excretion, fluid and ionic/osmotic balance	
13 Apr	Excretion, fluid and ionic/osmotic balance Quiz 6	Lab 8: Water and Salt Balance in College Students
15 Apr	Acid-base balance	
17Apr	Acid-base balance	
20 Apr	Acid-base balance	NO LAB
22 Apr	Digestion	
24 Apr	Digestion	

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27 Apr	Digestion	
29 Apr	Reproduction/thermal regulation-catch up-review	No lab; April 29 -- End of class work
1May	Reading day	
4 May	FINAL EXAM Monday, May 4 1:00 - 3:00 PM	In lecture room JSB 357 https://registrar.uky.edu/examination-schedules