Supplemental Information For Addition Of Distance Education (DE) Course

1. Proposing College / School: Agriculture
   Department: Entomology & Plant Pathology

2. Course Prefix and Number: PLPA 5203/6206
   3. Effective Term: Fall 2013

4. Course Title:
   Abbreviated Title (30 characters or less): Mycology

5. On-Campus Pre/Corequisites:
   (Indicate any applicable pre/corequisites for the on-campus version of the course. Use the space provided below to indicate how they will be adjusted to accommodate DE students.)
   Prerequisite(s): BIOL 1030
   Corequisite(s):
   Pre/Corequisite(s):
   DE Adjustment: Departmental Approval

6. Affected Program(s):
   (Respond "N/A" if not included in any program; attach memorandum if more space is required)
<table>
<thead>
<tr>
<th>Program Type (e.g.: minor, major, etc.)</th>
<th>Program Title (e.g.: MS in Chemistry, Performance Option, Minor in Art)</th>
<th>Requirement or Elective? (required or optional?)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major</td>
<td>MS Soil, Water, &amp; Environmental Science</td>
<td>Elective</td>
</tr>
<tr>
<td>BS</td>
<td>BS in Agronomy and Horticulture</td>
<td>Elective</td>
</tr>
</tbody>
</table>

7. Justification for DE Delivery:
The class will provide educational opportunities for the non-traditional student. It will add an applied elective for the MS degree in SWES and the Turfgrass programs.

   (Include a concise, yet adequate rationale for the addition of a distance education version of the course in question (e.g.: accreditation, as part of a proposed distance education program, expansion of opportunity for working professionals/students, etc.)

8. Access to Resources:
Students will have access to resources the same as on-campus students. All materials will be delivered through the LMS Canvas. Library materials are also available for distance students.
9. Course Content Delivery:

see attached

(Outline, in specific detail, what adjustments will be made to the existing course in order to accommodate learning via distance education. Include delivery of lecture material, discussion sessions, and submission of assignments/papers, as applicable.)

10. Course Interaction:

The instructors will communicate with students via e-mail and message board, and other methods utilizing a LMS (discussions, chat, web conferencing). Appointments/phone calls may also be scheduled.

(Provide specific information regarding the adjustments that will be made to the course, in order to accommodate interaction between the student and instructor and peers via distance education. Include such aspects as office hours, class participation, and -- if applicable -- any time that the student would be required to be on-campus.)

Approvals

Department Chair / Head

Date

College / School Curriculum Committee

Date

College / School Dean

Date

Dean of the Graduate School (for Graduate Courses)

Date

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

Contact Person: Kathy Lawrence

Telephone: 4-1950

E-Mail Address: lawrence@auburn.edu

Fax: 4-1947
Mycology
PLPA 5203/6206

Instructor: Dr. Kathy Lawrence
Email: lawrekk@auburn.edu
Telephone: (334) 844-1956
Virtual Office Hours: 8 a.m. – 10 a.m. - Wednesday

1) Credit Hours: 4

2) Text and major resource materials:


WELCOME TO OUR COURSE

Course Rationale:

In this an undergraduate/graduate level course, that will broaden your knowledge about fungi. This is a comprehensive survey of the fungi, their evolution, morphology and ontogeny of reproductive structures will be discussed. Consideration will be given to their physiology and role as plant pathogens.

3) Course Description:

PLPA 5200/6200 and 5203/6206 Introductory Mycology (4). Lec. 2 Lab 4. Pr., BIOL 1030. Mycology will be presented as a systematic survey of the fungi with emphasis on morphology.

4) Course Objectives:

Graduate students will be able to define and classify fungi based on the morphological characteristics of the organism. Graduate students will apply their skills by collecting and identifying fungi found on the university campus. Identification will allow for comparing and distinguishing fungal families and genera to the conclusions of a final judgment on identification. Graduate students will be required to collect twice as many fungal specimens as the undergraduates. They will be required to identify the fungi and use higher level critical thinking skills to understand the consequences of each species
infestation to the grower and our food chain. Graduate students will be require to present their fungal collections to the class applying their knowledge of fungi, justifying their identifications, and answering questions to support their conclusions.

Undergraduates will gain an appreciation of general Mycology while learning the morphology of fungi and mechanisms and environmental conditions which facilitate the fungal plant pathogens.

5) Course Content:

The course consists of 7 phyla spread across 15 sessions. Students are required to do the assigned readings from the textbook and supplemental books and refereed papers. Videos and handouts with images will also be presented.

Course Topics:
The topics in this course provide a thorough knowledge of the following:

Unit – 1:

1. **Introduction:** – In session one, we will introduce the general characteristics of fungi and their biological uniqueness.

2. **Myxomycota – slime molds and Plasmodiophoromycota – endoparasitic slime molds:**

3. **Chytridiomycota:**

4. **Oomycota – water molds:**

5. **Zygomycota – bread molds and sugar fungi:**

Unit – 2:

6. **Introduction to Ascomycota – sac fungi:** The ascomycetous yeasts -Saccharomycetales and the filamentous Ascomycetes I- Eurotiales.

7. **Ascomycota – filamentous Ascomycetes II – obligately biotrophic ‘powdery mildews’**

8. **Ascomycota – filamentous Ascomycetes – the perithecial fungi – Pyrenomycetes**

9. **Ascomycota – filamentous Ascomycetes – cup fungi – Discomycetes**
10. Ascomycota – filamentous Ascomycetes – ascostromatic fungi – Loculoascomycetes

   Unit - 3:

11. Basidiomycota – mushroom fungi – Agaricales

12. Basidiomycota – bracket fungi and related fungi – Aphyllophorales


15. You will need to have 15 weeks – maybe this is Review for final or presentations

The lab assignments in this course provide thorough hands on experience of the following:

1. Introduction – use of the microscope.
2. Myxomycota, Plasmodiophoromycota, and Chytridiomycota
3. Oomycota – Pythium and Phytophthora
4. Zygomycota - Rhizopus
5. Ascomycota – Yeasts
6. Ascomycota - Powdery mildews
7. Ascomycota – Cup fungi
8. Ascomycota - Perithecial fungi
9. Ascomycota - Ascostromatic fungi
10. Review of the fungi
11. Basidiomycota - mushrooms
12. Basidiomycota – puff balls
13. Basidiomycota - rusts and smuts
14. Holiday
15. Mycology Practical

6) Course Requirements:

1. Lecture Presentations:

Lectures will be in the form of power point presentations or recorded lectures (captured lectures) with questions intermingled throughout the lecture. Presentations will include all the information about each fungal phyla as well as color photos of the fungal cultures and structures. Questions will be asked frequently to stimulate student understanding and retention. Discussion board questions will be posted at the beginning and end of lecture to stimulate thinking.
2. Lab Assignments:

Lab assignments will be conducted through a variety of methods. Labs will present the fungi covered in class lecture. For some labs, students will observe the cultures, identify the structures, photograph the images and write a lab report describing the organism. Graduate students will be required to further the reports by illustrating similarities and differences between fungi previously presented in the class and by adding references including refereed journal articles of each fungi genera presented.

Other labs assignments will be conducted through either digital media (students will capture and identify fungi with a camera) that includes a unique watermark (free application) or by sending samples in to the professor via post mail.

Students will be required to build a lab notebook containing all the information they will need in the labs for the entire semester. Successful learning in lab will require active participation by the students. The diversity of experiences with the lab assignments between the students will enhances the learning and brings a different perspective to the course. Students will be required to summarize their experiences from each lab in the form of weekly lab reports. These reports will be emailed in on Thursday evening by midnight. All reports will require pictures of the student preforming the weekly tasks.

3. Fungal collection:

To truly learn fungi you must make a collection of your own. The collection will be turned in with each exam keeping classifications in order.

<table>
<thead>
<tr>
<th>Due Date</th>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>2 Lower fungi</td>
<td>3 Lower fungi</td>
</tr>
<tr>
<td>Exam 2</td>
<td>3 Ascomycetes or Deuteromycetes</td>
<td>5 Ascomycetes or Deuteromycetes</td>
</tr>
<tr>
<td>Exam 3</td>
<td>2 Basidiomycetes</td>
<td>4 Basidiomycetes</td>
</tr>
</tbody>
</table>

Collections can be mailed in or fungi can be photographed by using the digital watermark, as described above. Photographs must include enough information to identify the fungus.

Fungal collections will be required for all students allowing them to assemble the knowledge they have gained and identify fungi. Graduate students will be required to identify 50% more fungi. They will present their fungal identifications to the class in a recorded presentation explaining how they interpreted their findings into genera classifications. Class members will ask questions to understand how the identifications were made, enabling the graduate students to defend their positions via the discussion board in Canvas.
Graduate students will also be required to present their favorite fungi to the class in a 10 minute PPT lecture. Students will have access to the same lecture capture system to record their presentations. Instructions for using the system will be provided.

3. Exams:

Throughout the semester, students will be given three exams based on the lectures, laboratory materials and readings. All exams will be proctored and are in an essay form. See http://www.ag.auburn.edu/students/distanceeducation/proctoring.php for more information on proctoring services.

4. Final Examination:

The final exam will be comprehensive and will be based on the material presented in lecture and lab. It will be proctored and questions are in an essay form.

5. Performance Evaluation:

The work in this course will be evaluated on the basis of the responses to exams, lab reports, the final exam and a fungal collection. The final course average will be computed as follows although points may vary.

<table>
<thead>
<tr>
<th></th>
<th>Under graduates</th>
<th>Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Exam 2</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Final Exam 3</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Lab reports</td>
<td>100 points</td>
<td>130 points</td>
</tr>
<tr>
<td>(approximately)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lab practical</td>
<td>50 points</td>
<td>50 points</td>
</tr>
<tr>
<td>Fungal collection</td>
<td>70 points</td>
<td>150 points</td>
</tr>
<tr>
<td>(approximately)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oral report</td>
<td></td>
<td>50 points</td>
</tr>
<tr>
<td>Total points</td>
<td>520 points</td>
<td>710 points</td>
</tr>
</tbody>
</table>

Graduate students will be required to collect twice as many fungal specimens as the under graduates. They will be required to identify the fungi and use higher level critical thinking skills to understand the consequences of each species infestation to the grower and our food chain. They will also be required to prepare a recorded presentation on an assigned crop and the plant parasitic nematodes of that crop. Again the critical thinking skills will be required to relate the nematode to the crop production potential and land value. This presentation will be supplemented with a 5 to 7 page paper written by the
graduate student, who will provide a summary handout to the class. The presentation will enhance their public speaking abilities and the report will increase their writing skills. Students can use a variety of technologies to record their presentation and post the presentation in Canvas or the Learning Management System. Instructions on recording presentations will be available for students.

The final course grade will be determined by the final class average using a 10% scale below. The actual numbers may vary depending on the final number of points.

<table>
<thead>
<tr>
<th>Undergraduate</th>
<th>Graduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>468 - 520 points</td>
<td>639 - 710 points A</td>
</tr>
<tr>
<td>416 - 467 points</td>
<td>568 - 630 points B</td>
</tr>
<tr>
<td>364 - 415 points</td>
<td>497 - 567 points C</td>
</tr>
<tr>
<td>312 - 363 points</td>
<td>426 - 496 points D</td>
</tr>
<tr>
<td>below 311 points</td>
<td>below 425 points F</td>
</tr>
</tbody>
</table>

7) Course Policy: See the Student eHandbook at: [http://www.auburn.edu/student_info/student_policies/](http://www.auburn.edu/student_info/student_policies/)

Late Submissions:

It is the students' responsibility to share a significant responsibility for preparing and discussing course material. All the required readings, discussion questions and assignments must be completed on time. If a serious situation arises and the student anticipates he/she will not be able to meet a deadline, it should be discussed with the instructor before the due date.

If the instructor is contacted regarding the problem at least several days before the due date, and judges it to warrant special consideration (usually due to illness or injury) I, the instructor and the student will negotiate an alternate due date.

If the instructor has not been contacted and special consideration has not been granted, assignments turned in after the due date will be penalized 10% of total possible points for each day late.

Make-up Examinations:

Make-up exams will only be given with a valid university excuse. This means a Doctor's statement (not an In-Out slip) or other documentation must be provided. All make-ups will be given within a week of the exam unless other arrangements are made with the instructor. The learner is responsible for informing the instructor prior to missing the examination or no later than one day after the examination's official date.
Learners with Disabilities:

Auburn University is committed to providing accommodations and services to students with documented disabilities. Any learner with a qualified disability which requires accommodations should contact The Program for Students with Disabilities, 1244 Haley Center, Auburn University, AL 36849, 334-844-2096 PH, 334-844-2099 FAX. More information is available on their website at www.auburn.edu/disability. The office will fax or mail the required forms to learners to apply for services. Learners who have questions to participate in this course should contact the above office in advance to ensure proper accommodations.

Plagiarism and Academic Dishonesty:

Plagiarism is the act of presenting directly or indirectly someone else’s work as your own. Plagiarism is a major type of academic dishonesty and will not be tolerated. Similarly cheating on tests in any way, falsifying bibliographies, fraudulent quotes, and similar practices are intolerable forms of academic dishonesty. The University’s policy for academic misconduct in the Student Code of Conduct will be followed for this course from the Student eHandbook. Please contact the instructor for any questions regarding its contents.
Course Schedule

Unit - 1:
Week 1. Introduction: - We will introduce the general characteristics of fungi and their biological uniqueness.

Week 2. Myxomycota – slime molds and Plasmodiophoromycota – endoparasitic slime molds: and Chytridiomycota

Week 3. Oomycota – water molds

Week 4. Zygomycota – bread molds and sugar fungi

Week 5. Exam 1

Unit - 2:
Week 6. Introduction to Ascomycota – sac fungi: The ascomycetous yeasts – Saccharomycetales and the filamentous Ascomycetes I- Eurotiales

Week 7. Ascomycota – filamentous Ascomycetes II – obligate biotrophic ‘powdery mildews”

Week 8. Ascomycota – filamentous Ascomycetes – the perithecial fungi – Pyrenomycetes


Week 10. Ascomycota – filamentous Ascomycetes – ascostromatic fungi – Loculoascomycetes

Week 12. Exam 2

Unit - 3:
Week 12. Basidiomycota – mushroom fungi – Agaricales bracket fungi and related fungi – Aphyllophorales

Week 13. Basidiomycota - puffballs – Gastermycetes

Week 14. Basidiomycota – rusts and smuts – Uredinales and Ustilaginales

Week 15. Holiday

Week 16. Exam 3

Week 17. Final comprehensive exam
Lab Schedule

Unit 1:

Week 1. Microscopes: – We will become work with the microscopes.

Week 2. Myxomycota – slime molds and Plasmodiophoromycota – endoparasitic slime molds:

Week 3. Chytridiomycota

Week 4. Oomycota – water molds

Week 5. Zygomycota – bread molds and sugar fungi

Week 6. Work on your collections


Week 8. Ascomycota – filamentous Ascomycetes II - obligately biotrophic ‘powdery mildews’


Week 10. Ascomycota – filamentous Ascomycetes – cup fungi – Discomycetes

Week 11. Ascomycota – filamentous Ascomycetes – ascostromatic fungi – Loculoascomycetes

Week 12. Work on your collections


Week 14. Basidiomycota – rusts and smuts – Uredinales and Ustilaginales

Week 15. Holiday

Week 16. Lab practical

Week 17. Fungal collections due
Proposal Form For Addition And Revision Of Courses

1. Proposing College / School:
   Agriculture
   Department:
   Entomology & Plant Pathology

2. Course Prefix and Number:
   PLPA 5203/6206
   3. Effective Term:
   Fall 2013

4. Course Title:
   Mycology
   Abbreviated Title (30 characters or less):
   Mycology

5. Requested Action:
   ○ Renumber a Course
   ○ Add a Course
   ○ Revise a Course
   Current Course Number:
   Proposed Course Number:
   Type of Revision:

6. Course Credit:
   Contact/Group Hours  Scheduled Type (e.g.: Lab, Lecture, Practicum, Directed Study)  Weekly or Per Term?  Credit Hours  Anticipated Enrollment
   | Maximum Hours (Repeatability): 4 |
   | 2 | Lecture | Weekly | 2 | 25 |
   | 2 | Lab | Weekly | 2 | 25 |
   Total Credit Hours: 4

7. Grading Type:
   ○ Regular (ABCDF)
   ○ Satisfactory/Unsatisfactory (S/U)
   ○ Audit

8. Prerequisites/Corequisites:
   Use "P:" to indicate a prerequisite, "C:" to indicate a corequisite, and "P/C:" to indicate a prerequisite with concurrency.
   BIOL 1030

9. Restrictions:
   List specific restriction in space above.
   □ College  □ Major  □ Standing  □ Degree

10. Course Description:
    (20 Words or Less; exactly as it should appear in the Bulletin)
    Mycology will be presented as a systematic survey of the fungi with emphasis on morphology.

11. May Count Either:
    PLPA 5200/5206 or PLPA 6200/6206
    (Indicate if this particular course cannot be counted for credit in addition to another)

12. Affected Program(s):
    (Respond "N/A" if not included in any program; attach memorandum if more space is required)
    | Program Type (e.g.: minor, major, etc.) | Program Title (e.g.: MS in Chemistry, Performance Option, Minor in Art) | Requirement or Elective? (required or optional?) |
    | MS | MS in Plant Pathology, Agronomy, Horticulture | Elective |
    | BS | BS in Agronomy and Horticulture | Elective |

13. Overlapping or Duplication of Other Units' Offerings:
    (If course is included in any other degree program, is used as an elective frequently by other unit(s), or is in an area similar to that covered by another college/school, attach correspondence with relevant unit)
    ○ Applicable
    ○ Not Applicable
14. Justification:
The class will provide educational opportunities for the non-traditional student. It will add an applied elective for the MS degree in SWES and the Turfgrass programs.

(include a concise, yet adequate rationale for the addition/revision of the course, citing accreditation, assessments (faculty, graduate, and/or external) where applicable)

15. Resources:
The primary resource for the class will be the website Canvas.

(indicate whether existing resources such as library materials, classroom/laboratory space, and faculty appointments are adequate to support the proposed addition/revision; if additional resources are required, indicate how such needs will be met, referencing the appropriate level of authorization — i.e.: Dean — where necessary; if no additional resources or shifting of resources will be necessary, respond "Not Applicable")

16. Student Learning Outcomes:
Graduate students will be able to
- define and classify fungi based on the morphological characteristics of the organism.
- apply their skills by collecting and identifying fungi found on the university campus.
- compare and distinguish fungal families and genera to the conclusions of a final judgment on identification.

Undergraduates will gain an appreciation of general Mycology while learning the morphology of fungi and mechanisms and environmental conditions which facilitate the fungal plant pathogens.

(State in measurable terms (reflective of course level) what students should be able to do when they have completed this course)

17. Course Content Outline:
Lecture schedule
Unit – 1: (weeks 1 to 5)
1. Introduction – the general characteristics of fungi and their biological uniqueness.
2. Myxomycota – slime molds and Plasmodiophoromycota – endoparasitic slime molds
3. Chytridiomycota
4. Oomycota – water molds
5. Zygomycota – bread molds and sugar fungi

Unit – 2: (week 6 to 10)
6. Introduction to Ascomycota – Sac fungi; ascomycetous yeasts – Saccharomycetales; filamentous Ascomycetes I - Eurotiales
7. Ascomycota – filamentous Ascomycetes II; obligately biotrophic ‘powdery mildews’
8. Ascomycota – filamentous Ascomycetes; the perithecial fungi – Pyrenomycetes
9. Ascomycota – filamentous Ascomycetes; cup fungi – Discomycetes
10. Ascomycota – filamentous Ascomycetes; ascostromatic fungi – Loculoascomycetes

Unit – 3: (weeks 11 to 15)
11. Basidiomycota – mushroom fungi; Agaricales
12. Basidiomycota – bracket fungi and related fungi; Aphyllophorales
13. Basidiomycota - puffballs; Gastermycetes
14. Basidiomycota – rusts and smuts; Uredinales and Ustilaginales
15. Review

Lab schedule
1. Introduction – use of the microscope
2. Myxomycota. Plasmodiophoromycota, and Chytridiomycota
3. Oomycota – Pythium and Phytophthora
4. Zygomycota - Rhizopus
5. Ascomycota – Yeasts
6. Ascomycota - Powdery mildews
7. Ascomycota – Cup fungi
8. Ascomycota - Perithecial fungi
9. Ascomycota - Ascostromatic fungi
10. Basidiomycota - mushrooms
11. Basidiomycota – puff balls
12. Basidiomycota - rusts and smuts
13. Completion of the student fungal collections
14. Review of the fungi
15. Mycology Practical

(Provide a comprehensive, week-by-week breakdown of course content, including assignment due dates)

18. Assignments / Projects:

Lectures will be in the form of voiceover powerpoint presentations or recorded lectures (lecture capture) with questions intermingled through out the lecture. Presentations will include all the information about each fungal phyla as well as videos and color photos of the fungal cultures and structures.

Questions will be asked frequently during the semester, utilizing the online discussion board to stimulate student understanding and retention. Each exam will contain one essay question for graduate students to analysis, compare, contrast, criticize, differentiate groups of fungi.

Labs will be conducted through a variety of methods. Labs will present the fungi covered in class lecture. For some labs, students will observe the digital images of cultures, identify the structures, and/or photograph the images and write a lab report describing the organism. Graduate students will be required to further develop the lab reports by illustrating similarities and differences between fungi previously presented in the class and by adding references including refereed journal articles of each fungi genera presented.

Other labs assignments will be conducted through either digital media (students will capture and identify fungi with a camera) that includes a unique watermark (free application) or by sending samples in to the professor via postmail.

Fungal collections will be required for all students allowing them to assemble the knowledge they have gained and identify fungi. Graduate students will be required to identify 50% more fungi. Grad students will present their fungal identifications to the class in a recorded presentation explaining how they interpreted their findings into genera classifications. Class members will ask questions to understand how the identifications were made, enabling the graduate students to defend their positions via the discussion board in Canvas.

Graduate students will also be required to present their favorite fungi to the class in a 10 minute PPT lecture. Students will have access to the same lecture capture system to record their presentations. Instructions for using the system will be provided.

19. Rubric and Grading Scale:

<table>
<thead>
<tr>
<th></th>
<th>Under graduates</th>
<th>Graduates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam 1</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Exam 2</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Final Exam</td>
<td>100 points</td>
<td>110 points</td>
</tr>
<tr>
<td>Lab reports</td>
<td>100 points</td>
<td>130 points</td>
</tr>
<tr>
<td>Lab practical</td>
<td>50 points</td>
<td>50 points</td>
</tr>
<tr>
<td>Fungal collection</td>
<td>70 points</td>
<td>150 points</td>
</tr>
<tr>
<td>Oral report</td>
<td>0 points</td>
<td>50 points</td>
</tr>
<tr>
<td>Total points</td>
<td>520 points</td>
<td>710 points</td>
</tr>
</tbody>
</table>
Undergraduate  Graduate
468 - 520 points  639 - 710 points  A
416 - 467 points  568 - 630 points  B
364 - 415 points  497 - 567 points  C
312 - 363 points  426 - 496 points  D
below 311 points  below 425 points  F

(List all components of the course grade -- including attendance and/or participation if relevant -- with point totals for each; indicate point totals and ranges or percentages for grading scale; for S/U grading, detail performance expectations for a passing grade)

20. Justification for Graduate Credit: Graduate students will be required to collect twice as many fungal specimens as the under graduates. They will also be required to present their fungi collections to the class and defend each of the identifications. Critical thinking skills will be required to relate the assembly of identification characteristics to the final identification during the online discussions for this assignment. Also, each exam will contain an essay question for graduate students to analysis, compare, contrast, criticize, differentiate groups of fungi. Graduate student lab reports will require more in depth analysis of the fungal class evaluated each week. Graduate students will also be required to present their favorite fungi to the class in a 10 minute PPT lecture and discuss the findings via the online discussion board.

(Include a brief statement explaining how the course meets graduate educational standards (i.e.; rigorous standards for evaluation, development of critical thinking and analytical skills, etc.))

(Included below are standard statements regarding course policies. If necessary, a statement may be altered to reflect the academic policies of individual faculty members and/or the academic unit or department, provided that there is no conflict with the Student Policy eHandbook, Faculty Handbook, or any existing university policy.)

POLICY STATEMENTS

Attendance: Although attendance is not required, students are expected to attend all classes, and will be held responsible for any content covered in the event of an absence.

Excused Absences: Students are granted excused absences from class for the following reasons: illness of the student or serious illness of a member of the student's immediate family, the death of a member of the student's immediate family, trips for student organizations sponsored by an academic unit, trips for university classes, trips for participation in intercollegiate athletic events, subpoena for a court appearance, and religious holidays. Students who wish to have an excused absence from class for any other reason must contact the instructor in advance of the absence to request permission. The instructor will weigh the merits of the request, and render a decision. When feasible, the student must notify the instructor prior to the occurrence of any excused absences, but in no case shall such notification occur more than one week after the absence. Appropriate documentation for all excused absences is required. Please consult the Student Policy eHandbook for more information on excused absences.

Make-Up Policy: Arrangement to make up a missed major examination (e.g., hour exams, mid-term exams) due to properly authorized excused absences must be initiated by the student within one week of the end of the period of the excused absence(s). Except in unusual circumstances, such as the continued absence of the student or the advent of university holidays, a make-up exam will take place within two weeks of the date that the student initiates arrangements for it. Except in extraordinary circumstances, no make-up exams will be arranged during the last three days before the final exam period begins.

Academic Honesty Policy: All portions of the Auburn University student academic honesty code (Title XII) found in the Student Policy eHandbook will apply to university courses. All academic honesty violations or alleged violations of the SGA Code of Laws will be reported to the Office of the Provost, which will then refer the case to the Academic Honesty Committee.

Disability Accommodations: Students who need accommodations are asked to electronically submit their approved accommodations through AU Access and to arrange a meeting during office hours the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with my office hours, an alternate time can be arranged. To set up this meeting, please contact me by e-mail. If you have not established accommodations through the Office of Accessibility, but need accommodations, make an appointment with the Office of Accessibility, 1228 Haley Center, 844-2096 (V/TT).
Approvals

Department Chair / Head

College / School Curriculum Committee

College / School Dean

Dean of the Graduate School (for Graduate Courses)

Assoc. Provost for Undergraduate Studies (for Undergraduate Courses)

Date

Date

Date

Date

Contact Person:

Telephone:

E-Mail Address:

Fax: