

Texas Bioscience Institute Student Handbook

2006-2007

Overview of the Program

The goal of the Texas Bioscience Institute (TBI) is to create young scientists. The focus of the TBI experience is on biotechnology and related medical areas. Taking rigorous college level courses, participating in seminars focusing on current biotechnology and medical research projects, observing in scientific laboratories engaged in cutting edge research, and engaging in reflective discussions are all part of this academic focus and the Institute experience.

Many of the teachers also are engaged in recognized research. They bring to the classroom perspective and experiences that enrich and add real-world relevance to the subject matter. Institute students benefit uniquely from the instructors' knowledge and expertise. It is our sincere desire that students will find an environment in which they can increase knowledge, develop imagination, explore ideas and feelings, find life-long friends, and strengthen their desire to serve humankind.

The Texas Bioscience Institute is a partnership among Temple College, Scott and White, local independent school districts and others. The Institute is located within the Scott and White West Campus research facility. Therefore, these rules and procedures reflect requirements and standards of that facility. Additionally, you as TBI students are expected to follow the rules and policies set forth in the 2006-2007 Temple College Student Handbook.

Recommendations for Academic Success

Because college courses are more intense, move at a very fast pace, and assume immediate recall of prior knowledge, it is imperative that you adopt rigorous study habits.

In order to be successful and obtain both college credit and high school credit at the Texas Bioscience Institute, you must:

- Attend all classes as required by school districts, Texas Education Agency (TEA) and Temple College.
- Complete all assignments as described in the course syllabus.

- Read and adhere to the Academic Integrity Policy for Temple College (Temple College Student Handbook). Honesty, academic integrity and professional behavior are a high priority at the Institute.
- Wear identification at all times. This is for your safety and security, and follows Scott and White West Campus policies.
- Dress safely and appropriately. The Texas Bioscience Institute is located in a professional medical research and drug manufacturing facility. Avoid wearing loose clothing, especially long, loose sleeves. Shorts, tank tops and clothing with holes or tears are not appropriate for classroom or laboratory settings.
- Conduct all cell phone and pager usage outside the classroom, laboratories, testing areas, and library services public areas.
- Follow Temple College and Scott and White policies regarding use of all tobacco and alcohol or illegal drug products. (All tobacco products, alcohol and illegal drugs are not permitted on Scott and White campuses.)
- Comply with the Temple College requirements regarding disruptive behavior. Any student or non-student who creates an interruption of the normal function of the College, whether in or out of the classroom, may be asked to leave the area and shall be subject to disciplinary action.

You are encouraged to:

- Use the professor's office hours or other tutorial services provided for additional help. Do not hesitate to ask for help and do not wait until the last minute.
- Address academic questions or problems directly with the course instructor.
- Study each subject at least four days per week regardless of how many times the class meets per week. (Studying is like taking medication in that you spread it out and don't take it all at once!)
- Form study groups and participate actively in the study sessions.
- Prepare for exams in advance. Do not cram!
- Review and refine class notes and outline text materials within 24 hours of the lecture.
- Be disciplined and responsible for your own learning.
- Develop good study habits.
- Continue your education during breaks between semesters and during the summer.

Laboratory Attire and Personal Protective Equipment (PPE)

Laboratories are equipped with supplies and equipment that may pose a hazard if used carelessly. The instructor will inform you of specific safety requirements for assigned laboratory activities. You should behave in a responsible manner and know and follow all laboratory safety rules.

Rules For Students Attending Classes at the Texas Bioscience Institute facility:

Students will be provided laboratory rules and regulations and are expected to follow instructions provided in the first day handout/class syllabus. The following rules are required at the Texas Bioscience Institute.

- You must wear lab coats during laboratory activities. The lab coat should be clean and free of wrinkles. The coat should be replaced if it becomes permanently stained or no longer fits. If you forget your lab coat, a disposable lab coat can be purchased for \$2 from the office or the lab instructor.
- You must wear closed-toed shoes in the TBI lab setting.
- You must wear goggles or safety glasses when instructed to do so by the lab instructor or lab safety instructions. You are responsible for and must bring your protective eyewear with you.
- Your hair must be cleared away from the face and neatly controlled (tied back).
- You must remove watches, rings, and bracelets during lab activities involving chemicals.
- You should not wear contact lenses in the lab.
- Your nails should be clean and short. Artificial nails are strongly discouraged.
- You may wear gloves in any lab activity. Your instructor will inform you when gloves are required rather than optional. The Institute will provide gloves. You should purchase your own gloves if they have sensitivities and/or require a glove other than those provided.
- You should avoid wearing loose clothing, especially long, loose sleeves.
- You should wear natural fiber clothing because synthetic material melts onto skin in a fire.

Research Seminars/ Practicum

Unique features of the Texas Bioscience Institute experience are (1) opportunities to observe in a research/clinical lab, (2) attend seminars by leading medical researchers and college faculty, and (3) complete a practicum or project at various medical facilities. The practicum will be associated with individuals from facilities such as: Cancer Research Institute, Cardiovascular Research Institute, private medical facilities, Texas A&M College of Medicine. You will explore potential careers within the biotechnology field. If you are a Middle College student, on Friday mornings you are required to attend seminars, tutorials or classes at your high school campus.

Summer Programs

Numerous summer programs are available across the nation in the biosciences and research fields. The Texas Bioscience Institute staff can provide some support and information if you choose to pursue summer programs. The research experience provides an excellent source of information for the preparation of papers and essays. Many of these programs have scholarships available. The following link gives information on

various Summer Internship Opportunities around the nation: <http://www.bio-link.org/intern1.htm>.

Who to contact

All faculty, staff and instructors of the Texas Bioscience Institute are dedicated to your success. If you have questions or concerns about academic issues, please contact Student Services at 298-8333 and they will direct you to the appropriate person. For non-academic issues that might affect your success at the Texas Bioscience Institute, please contact any staff listed below.

Texas Bioscience Institute Middle College
Director- Nelda Howton- 254-298-8783

Administrative Assistant- Alicia McQueen 254-298-8782

Biotechnology Department Chair- Dr. Janet Engelkirk 254-298-8630

Apprenticeship/Internship Director - Katie Burrows 254-298-8638

Biotechnology Careers

Go to this website for careers:

<http://www.bio-link.org/careerTOC.htm>

Important Links for those interested in Biotechnology:

Bio-Link

<http://www.bio-link.org/intern1.htm>

http://www.biotechinstitute.org/what_is/glossary.html

Detach Here

I have read and understand the contents of the 2006-2007 Texas Bioscience Institute Student Handbook.

All Students: Signature and Date

For Minors: Parent's or Guardian's Signature and Date

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