

BIOL 2401
Anatomy and Physiology I
Fall, 2012

Course Duration	August 27 – December 13, 2012
Modality	Web enhanced
Credits	4 sch
Instructor	Dr. James Morris
Office	WH 102A
Phone/voice mail	(432) 335-6532
Email address	jmorris@odessa.edu

Course Description: This is the first semester of a two-semester course in which anatomy and physiology are integrally presented. Students learn anatomic and physiologic terminology, the principles of the relationships between form and function and basic mathematical calculations converting between the metric and English systems of measurement. Students also learn specific information about and concepts of basic chemistry, cell structure and chemistry, cell reproduction and tissue structure. The anatomy and physiology of four of the body's 11 systems are also presented. In laboratory investigations students acquire knowledge about bones, muscular function and microscopic examination of tissues. Lab fee is required.

Prerequisites: Pass reading on THEA or COMPASS and be eligible for College Algebra by passing math on THEA or COMPASS or by passing the developmental math sequence. Corequisite: HPRS 1106 (or consent of department chair).

ICO: 1,2,3,4,5

Course objectives:

1. The student will be able to recognize and use the language and mathematical conversions required for exploration in the scientific and medical fields.
2. The student will be able to identify the molecules that are the building blocks of the human body.
3. The student will learn the basic chemistry needed to conceptualize the inner workings of the body's organ systems.
4. The student will be able to identify the activities of various cellular structures responsible for maintaining life.
5. The student will be able to identify the structures and functions of the first four organ systems, as well as how each system interacts with the others.

Required Books:

Textbook: *Human Anatomy & Physiology*, 9th ed., by Elaine N. Marieb.

Lab Manual: *Human Anatomy & Physiology Laboratory Manual*, 9th ed., by Elaine N. Marieb

Grading and evaluation:

Lecture Exams	(400 pts)
Final Exam	(200 pts)
Synapse Tutor Lab	(50 pts)
Laboratory Practicals	(250 pts)

Grades will be based on a percentile scale. At the end of the semester, earned points will be divided by the total number of available points and multiplied by 100 to give a final average percentile score.

A = 90 – 100%, B = 80 – 89%, C = 70 – 79%, D = 60 – 69%, F = Below 60%

All Grades will be rounded to the nearest whole number. Lab grades will be combined with lecture grades for the final reported class grade. The student is responsible for keeping their own grades. Attendance is required in all lecture and lab periods. A tardy will be recorded as an absence. Three or more absences may result in a lower grade.

Make-up Exam Policy:

1. Each student will be allowed ONLY ONE make-up exam per semester. The “one make-up exam” rule includes both lecture and lab exams.
2. If a family crisis, severe illness or other emergency causes you to miss an exam, it is **your** responsibility to make arrangements for a make-up exam to be taken before the next class meeting following the exam.
3. If a Lab Practical will be missed, I must be notified prior to the exam and you will need to make arrangements to take the practical during another lab. It is **your** responsibility to find out when other lab times are offered and attend that test. You can attend any other instructors’ lab to take the test because the lab practical for that material is only available that week. Lab practicals must be taken during one of the regularly scheduled lab periods. **NO EXCEPTIONS.**
4. In order to be eligible for any bonus and/or curve points added to lecture and laboratory exams, the student MUST have taken the exam with his course section at the regularly scheduled time. **NO EXCEPTIONS.**
5. There will be no make-up for the final exam, and the final must be taken at the assigned time during finals week.

Statement of Special Accommodations: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss your concerns. You may also call the Office of Disability Services at 335-6861 to request assistance and accommodations.

Plagiarism: Any work submitted for a grade that is not the individual student’s original work will be subject to a grade of zero and/or dismissal from the course with a grade of ‘F’ as determined by the instructor.

Tutor Lab Requirement: Students are required to spend at least one hour per week in the tutor lab which is called the Synapse Lab. Attendance and assignments will determine the tutor lab points. Student I.D. is required for participation in the Synapse.

Conduct: Cell phones and pagers should be turned off during class. If circumstances require you to leave your communication devices turned on, put them on vibrate. These devices should not interrupt the class.

Interaction and discussion is encouraged. However, discussion should be courteous and not conducted when the instructor or fellow students are talking. Disruptions of any kind may result in removal from the classroom.

Cheating and plagiarism **will not be tolerated**. If the instructor feels that a student is either cheating or plagiarizing at any time, the student will immediately received a grade of “zero” for that assignment. Repeat offenses will result in removal from the course with a grade of “F”.

Grievances: Odessa College policy requires that student grievances first be discussed with the instructor. Unresolved issues may then be discussed with the instructor’s immediate supervisor.

Course Requirements:

Lecture, Tegrity viewing, one hour a week in Synapse Tutorial Lab required, Exams

Tentative Lecture Schedule

<u>Week of:</u>		<u>Topic</u>
Aug	27	Intro to Class; Ch. 1: Human Organization
Sept	3	Ch. 2: Chemistry
	10	Ch. 2: Chemistry cont., Ch. 3: Cells
	17	Ch. 3: Cells, Ch. 4: Histology
	24	Exam 1 (1-3); Ch. 4: Histology
Oct	1	Ch. 5: Integumentary
	8	Ch. 6: Skeletal System
	15	Exam 2 (4-6); Ch. 8: Joints
	22	Ch. 8:Joints continued
	29	Ch. 9:Muscular System
Nov	5	Ch. 11:Nervous System
	12	Exam 3 (8, 9, 11) Ch 12:Central Nervous System
	**	Nov. 14 Last day to drop with a “W”
	19	Ch 12: CNS cont., Ch. 13: Peripheral Nervous System
Dec	26	Ch. 13: Peripheral Nervous System
	3	Ch. 14 Autonomic Nervous System Exam 4 (12 - 14)
	10	Final Exams

***The SEI process for face-to-face and online courses is scheduled for the week of November 26th.

Tentative Lab Schedule

<u>Week of:</u>		<u>Topic</u>
Aug	27	Synapse Orientation; Anatomical Orientation, Microscope
Sept	3	No Lab – Labor Day Holiday
	10	Chemistry
	17	Practical 1 , Cell, Mitosis
	24	Histology Part 1
Oct	1	Histology Part 2
	8	Practical 2 ; Axial Skeleton
	15	Appendicular Skeleton
	22	Practical 3 ; Metrics
	29	Muscles
Nov	5	Muscles
	12	Practical 4 ; Central Nervous System
	19	Thanksgiving Holiday
	26	Peripheral Nervous System, Special Senses
Dec	3	Practical 5

***Please note that this schedule is subject to change at any time.

Expectations for Engagement – Face to Face Learning

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
 - provided my contact information at the beginning of the syllabus;
 - respond to all messages in a timely manner through telephone, email, or next classroom contact; and,
 - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will

- provide clear information about grading policies and assignment requirements in the course syllabus, and
 - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
- return classroom activities and homework within one week of the due date and
 - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
- attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
 - recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me with completing my assignments; and,
 - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,
- missing class when a major test is planned or a major assignment is due;
 - having trouble submitting assignments;
 - dealing with a traumatic personal event; and,
 - having my work or childcare schedule changed so that my classroom attendance is affected.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
- seek out help from my instructor and/or from tutors;
 - ask questions if I don't understand; and,
- attend class regularly to keep up with assignments

Student Success: The Odessa College Student Success Coaches will help you stay focused and on track to complete your educational goals. If an instructor sees that you might need additional help or success coaching, he or she may submit a Retention Alert or a Starfish Alert. A Student Success Coach will contact you to work toward a solution.

Learning Resource Center (Library): The Library, known as the Learning Resource Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and data bases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian" service provide additional help.

Student E-mail: Please access your Odessa College Student E-mail, by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Student Portal: Please access your Odessa College Student E-mail, by following the link to either set up or update your account: <http://www.odessa.edu/gmail/>. **All assignments or correspondence will be submitted using your Odessa College email.**

Technical Support: For Blackboard username and password help and for help accessing you online course availability and student email account, contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Important School Policies: For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructor's right to academic freedom can be found in the Odessa College Student Handbook.