

Course Syllabus Biol. 2404.3 Fall 2012

Department: Biology **Course Title:** Human A& P **Section Name:** BIOL_2404_13
Date: 08/27/2012 **End Date:** 05/12/2011 **Modality:** Web Enhanced
Credits: 4 **Day:** MWF **Time:** 11:00 – 11:50 am
Instructor's Name: Clovis Stacey **OC Email:** cstacey@odessa.edu
Instructor's Office: WH 130 **OC Phone #:** (432) 335-6543

Course Description: In this one-semester course students learn scientific terminology, specific information and concepts about the anatomy and physiology of the 11 body systems. In laboratory exercises students learn mathematical calculations for conversions between the metric and English systems of measurement, the anatomy of muscles, bones, nervous organs, blood vessels and endocrine glands, plus various organs of other systems. Lab fee required.

Prerequisites/Corequisites: Prerequisite: 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.

ICO: 1, 2, 3, 4, & 5

Course Objectives:

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

Required Readings/Materials: *Essentials of Humans Anatomy and Physiology*, 10th ed., E.N. Marieb

Grading Policy: The learners semester grade for the course is determined by calculating the below percentiles for each area, and then adding the percentiles for each area together for a percentage out of 100:

Lecture test grades = 70% Lab test grades = 30%

A= 89.5 – 100
B = 79.5 - 89.49
C = 69.5 - 79.49
D = 59.5 - 69.49
F = <59.5

Special Needs: 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 432-335-6861 to request assistance and accommodations.

Learning Resource Center (Library): The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (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: Odessa College uses the Student Portal found on the OC Homepage

Technical Support: For Blackboard username and password help and for help accessing your 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 students' and instructors' right to academic freedom can be found in the [Odessa College Student Handbook](#).

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.

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 and announcements.

Department Specific Information:

1. Last Day to drop the class with a "W" is Wednesday, November 14, 2012.
2. Cell phones must be turned off while the student is in the classroom.

Tentative Lecture Schedule

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| Aug. | 27 | Introduction to the class: Overview of class and class policies; |
| | 29 | Ch. 1: The Human Body: An Orientation |

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| | 31 | Ch. 1 continued; |
| Sept. | 03 | Labor Day Holiday, No Class |
| | 05 | Ch. 2: Basic Chemistry |
| | 07 | Ch. 2 Continued |
| | 10 | Ch. 2 Continued |
| | 12 | Ch. 3: Cells and Tissues |
| | 14 | Ch. 3 Continued |
| | 17 | Test 1 (Ch. 1 - 3) |
| | 19 | Review Test 1; Ch. 4: Skin and Body Membranes |
| | 21 | Ch. 4 Continued |
| | 24 | Ch. 4 Continued |
| | 26 | Ch. 5: Skeletal System |
| | 28 | Ch. 5 Continued |
| Oct. | 01 | Ch. 5 Continued |
| | 03 | Test 2 (Ch. 4 & 5) |
| | 05 | Review Test 2; Ch. 6: Muscular System |
| | 08 | Ch. 6 Continued |
| | 10 | Ch. 6 Continued |
| | 12 | Ch. 7: Nervous System |
| | 15 | Ch. 7 Continued |
| | 17 | Ch. 7 Continued |
| | 19 | Test 3 (Ch. 6 - 7) |
| | 22 | Review Test 3; Ch. 9: Endocrine System |
| | 24 | Ch. 9 Continued |
| | 26 | Ch. 9 Continued |
| | 29 | Ch. 11: The Cardiovascular System |
| | 30 | Ch. 11 Continued |
| Nov. | 05 | Ch. 11 Continued |
| | 07 | Ch. 12: The Lymphatic System and Body Defenses |
| | 09 | Ch. 12 Continued |
| | 12 | Ch. 12 Continued |
| | 14 | Last Day to drop or withdraw with a "W" |
| | 16 | Test 4 (Ch. 9, 11, & 12); |
| | 19 | Review Test 4; Ch. 15: The Urinary System |
| | 21-23 | Happy Thanksgiving- no classes |
| | 26 | Ch. 15 Continued |
| | 28 | Ch. 16: The Reproductive System |
| | 30 | Ch. 16 Continued |
| Dec. | 03 | Ch. 16 Continued |
| | 05 | Test 5 (Ch. 15 & 16) |
| | 07 | Comprehensive Makeup Test Covering Tests 1-5 |
| | 08 | Final Exam, Tuesday, Time: 11:00 am - 1:30 pm, Room: WH 111 |

Tentative Lab Syllabus

Biol. 1404.13 Spring 2012

Lab Manual: *Laboratory Manual for Anatomy and Physiology*, 5nd ed., E.N. Marieb

Lab Atlas: *A Photographic Atlas for the Anatomy and Physiology Laboratory*, 5th ed., K.M. Van De Graaf and J.L. Crawley

Lab Activities: Laboratory activities will complement and reinforce lecture material.

Lab Exams: Five lab exams will be given. Your scores will count as a portion of your total Lecture grade as explained by your instructor. Due to the extensive set-up required for lab practical exams, there can be no make-up exams

Lab Attendance: Absences will have a direct impact on your final grade, the details of which will be discussed by your instructor.

Wireless Communication Devices: All wireless communication devices must be tuned off during class. Texting, answering cell phones or pagers is disruptive and, in the sole discretion of the instructor, the offending student may be asked to leave class in which case it will be counted as an absence that may affect your final grade.

Academic Honesty: Passing someone else's work off as your own (plagiarism) or copying someone else's answers on an exam (cheating) is academic dishonesty. Any student being academically dishonest may be dismissed from the lab with a Grade of F at the sole discretion of the instructor.

Tentative Laboratory Schedule

| Date: | Topic |
|----------|--|
| Aug. 27 | Anatomical Terms & Organization (Ex. 1 & 2); Microscope; |
| Sept. 03 | Labor Day Holiday |
| 10 | Practical 1; Cell Structure and Division (Ex. 3), Diffusion Handout |
| 17 | Metrics Handout |
| 24 | Practical 2: Tissues (Ex. 5) |
| Oct. 01 | Tissue |
| 08 | Practical 3; The Skeletal System (Ex. 8) |
| 15 | Skeletal System (Ex. 9) |
| 22 | Practical 4; Nervous System (Ex. 13, 14, & 15) |
| 29 | Nervous System (Ex. 13, 14, & 15) |
| Nov. 05 | Class Presentations of Nervous System (Ex. 13, 14, & 15) |
| 12 | Practical 5 |
| 19 | Muscles (Ex. 12) |
| 26 | Muscles (Ex. 12) |
| Dec. 03 | Practical 6 |