

Course Syllabus

NOTE: This syllabus is subject to change during the semester. Please check this syllabus on a regular basis for any updates.

Department : Biology
Course Title : Anatomy & Physiology II
Section Name : BIOL.2402.2
Start Date : 01/22/2013
End Date : 05/17/2013
Modality : FACE-TO-FACE/Hybrid
Credits : 4

Instructor Information

Name : Dr. Thomas Crawford, DC
OC Email : tcrawford@odessa.edu
OC Phone # : (432) 335-6805

Office hours: Mon 10:00 – 12:00, 5:00 – 6:00
Wed 10:00 – 12:00, 5:00 – 6:00
Thu 1:30 – 3:30



Course Description

BIOL 2402 Anatomy & Physiology II

(26.0707.5103) (3-3) 4 hours

This course is a continuation of BIOL 2401 and assumes foundation knowledge and skills acquired therein. Students learn specific and conceptual information about the remaining seven systems of the body, cellular metabolism and fluid and electrolytes. Practical knowledge of the information 93

and concepts about the 11 systems is further gained and reinforced through the hands-on use of anatomical specimens. Lab fee required. (ICOs 1, 2, 4, 5) **Prerequisite:** A minimum grade of "C" in BIOL 2401.

Prerequisites/Co requisites

Pass reading on THEA or COMPASS and be eligible for Intermediate Algebra by passing math on THEA or COMPASS or by passing the developmental math sequence. Successful completion of HPRS 1106 and BIOL 2401 with a grade of 'C' or higher, (or permission from department chair).

Course Objectives

1. Learner will be able to identify the significant anatomical structures of the following organ systems: Endocrine, Cardiovascular, Immune, Respiratory, Digestive, Urinary, and Reproductive.
2. Learner will be able to explain the physiology of the following organ systems: Endocrine, Cardiovascular, Immune, Respiratory, Digestive, Urinary, and Reproductive.
3. Learner will be able to describe how each organ system interacts with the others.
4. Learner will be able to explain how the body converts various nutrients into energy for use in the body.
5. Learner will be able to explain the regulation of the acid/base balance as well as fluid and electrolytes in the human body.

Policies: Four regular lecture examinations and a final examination will be given. The average of these exams will be approximately 70% of the total Anatomy and Physiology II grade.

Each Chapter covered will have multiple 15 question quizzes associated with the chapter. The quizzes will be graded and are required by all students to complete. Quizzes will have a 10 minute time limit. Each chapter quiz may be taken twice if desired. There will be no makeup for quizzes, NO EXCEPTIONS. **Each quiz has 'negative**

feedback' embedded that gives the page number where the correct answer may be found should a student submit an incorrect answer. The successful student will research the correct answer for questions before attempting a quiz for the second time. Quizzes and Discussion Board questions will constitute approximately 5% of **the student's** grade.

The lecture portion of Anatomy and Physiology II is designed to provide a didactic learning experience; therefore, participation in all classroom periods is necessary to fully meet course requirements. Excessive absences will have a direct impact on your final lecture grade. The **last day to drop with a (W) is Tuesday, April 16, 2013.**

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

Academic integrity: Cheating in any form will not be tolerated. The first offense will result in a grade of zero for that assignment. Any subsequent offense will result in expulsion from the course with an (F).

Additional information:

1. Read material prior to coming to class.
2. Reviewing your notes immediately after class is a great way to increase your retention.
3. Tutoring is available in the synapse lab! If you are having difficulty, please seek assistance early.
4. The last day to drop with a "W" is Tuesday, April 16, 2013.
5. The exam dates will be announced in Lecture should they vary from the syllabus.
6. **A 'Tegrity' quiz will begin each lab period.**
7. Please keep a record of your own grades.
8. Lectures are recorded on Tegrity and will appear in Blackboard.
9. Students need to furnish a green scantron and a number two pencil for examinations.

10. Cell phone and pagers disrupt the class; therefore, place the device on vibrate. No cell phone use/texting is allowed in the classroom.

Required Readings/Materials

You must purchase the following *required* readings/materials:

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

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

Course Requirements (Lectures, Assignments and Assessments)

Lecture, Tegrity viewing, Exams, Quizzes, Class Participation, Discussion Board, Email assignments

LECTURE and EXAMS SUBJECT to CHANGE

Jan 22		Introduction To Class
24		Ch. 16: Endocrine System
26		Ch. 16Continued
29		Ch. 16Continued
31		Ch. 17: Blood
Feb 05		Ch. 17: Continued
07		Ch. 17Continued
12		Ch. 18: Cardiovascular
	14	Exam1 (Ch. 16,17)
19		Ch. 18 Continued
21		Ch. 18: Continued
26		Ch. 18: Continued; Ch. 19: Blood Vessels
28		Ch. 19: Continued
Mar 05		Ch. 20 Lymphatics
07		Ch 20; continued
19		Ch. 21: Immune System
21		Ch. 21:Continued;
	26	Exam 2 (Ch. 18, 19, 20, 21)
28		Ch. 22: Respiratory System
Apr 02		Ch. 22: Continued
04		Ch. 22: Continued
09		Ch. 23:Digestive System
11		Ch. 23: Continued
16		Ch. 24:Metabolism
18		Exam 3 (Ch. 22, 23, 24)
23		Ch. 25:Urinary System
25		Ch. 25: Continued
30		Ch. 27: Reproductive System
May 02		Ch. 26: Fluid, Electrolyte & Acid-Base Balance
	7	Ch. 26 Continued
09		Exam 4 (Ch. 25, 26, 27)

Comprehensive Final Exam, Wednesday

15

08:00 am – 10:30 am

Grading Policy

Four lecture Exams, pop quizzes, graded assignments and a Final exam will be averaged by perspective weight and the calculated percentage will be awarded a final letter grade for the course as follows: Lecture 70%, Lab 30%, Quizzes and Discussion Board included in Lab.

Percentage %	Grade
90-100	A
80-89.9	B
70-79.9	C
60-69.9	D
≤59.9	F

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 catalogue \(print books, videos, e-books\)](#) 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](http://www.odessa.edu/gmail/) 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](http://www.odessa.edu/gmail/) 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 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](#).

Starfish Notifications:

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.

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 and announcements.