



Human A&P Lab II-10348

BIOL-2102

RT 2022 Section 345 1 Credits 01/18/2022 to 05/15/2022 Modified 01/14/2022

Course Meetings

Course Modality

In-Person

Meeting Days

Friday

Meeting Times

11 am - 1:50 pm

Meeting Location

William H. Harmon Building Room 316

Laboratory

Friday 11am - 1:50pm

William H. Harmon Building Room 316

INSTRUCTION FOR FACULTY: Please select the instructional mode for your course and delete the others. Delete this instruction as well. NOTE: Instructional modes are listed in Peoplesoft for both faculty and students, and cannot be changed.

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The course modality of this class is *In-Person*.

Faculty will hold class on-campus as per the assigned schedule.

Attendance will be taken each class period.

Welcome and Instructor Information

Welcome to Anatomy & Physiology class—I'm delighted that you have chosen this course! One of my passions is to know as much as I can about human behavior, and I can hardly wait to pass that on. I will present the information in the most exciting way I know, so that you can grasp the concepts and apply them now and hopefully throughout your life.

As you read and wrestle with new ideas and facts that may challenge you, I am available to support you. The fastest way to reach me is by my HCC email. The best way to really discuss issues is in person and I'm available during posted office hours to tackle the questions. My goal is for you to walk out of the course with a better understanding of yourself and of human behavior. So please visit me or contact me by email whenever you have a question.

Instructor: Professor AFOLABI O AKINKUNMI

Email: afolabi.akinkunmi@hccs.edu

Office: Biology Dept.

Phone: 7137182567

What's Exciting About This Course

Students will have opportunity of hands-on experiments, that will enhance their memories of the experiments.

My Personal Welcome

Welcome to the course!

Preferred Method of Contact

e-mail

Office Hours

Friday, 11:00 AM to 1:50 PM, William H. Harmon Building Room 316

Course Overview

Course Description

Credits: 1 (3 lab). The lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics)..

Requisites

Prerequisite: Must have passed ENGL 1301 (or higher) or take ENGL 1301 as a co-requisite.

Pre/co-requisite - BIOL 2302.

BIOL 2101 & BIOL 2301 strongly recommended

Department Website

<https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

Core Curriculum Objectives (CCOs)

BIOL 2102 satisfies the Life science requirement in the HCCS core curriculum. The HCCS Biology Discipline Committee has specified that the course address the following core objectives:

(A) **Critical Thinking Skills:** to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information;

(B) **Communication Skills:** to include effective development, interpretation and expression of ideas through written, oral and visual communication;

(C) **Empirical and Quantitative Skills:** to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions;

(D) **Teamwork:** to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal;

Student Learning Outcomes and Objectives

Program Student Learning Outcomes (PSLOs) for the Biology Discipline can be found at <https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/>

Course Student Learning Outcomes (CSLOs)

BIOL 2102 lab provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics).

Upon successful completion of this course, students will:

1. Apply appropriate safety and ethical standards.
2. Locate and identify anatomical structures.
3. Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems, and virtual simulations.
4. Work collaboratively to perform experiments.
5. Demonstrate the steps involved in the scientific method.
6. Communicate results of scientific investigations, analyze data and formulate conclusions.
7. Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing, and summarizing, to make decisions, recommendations, and predictions.

Learning Objectives

1. Consistently able to demonstrate part to function relationship and the interaction of the circulatory, lymphatic and immune systems without the instructor's help.
2. Consistently able to demonstrate understanding and application of hormonal control on homeostasis without the instructor's help.
3. Consistently able to demonstrate part to function relationship and the interaction of the respiratory/urinary systems with the cardiovascular system without the instructor's help.
4. Consistently able to demonstrate part to function relationship involving the digestive system and its correlation with metabolism without the instructor's help.
5. Consistently able to demonstrate interactions of parts to functions involving the reproductive system without the instructor's help.
6. Consistently prepared and always able to demonstrate skills using the body system models and laboratory techniques at the classroom standard.
7. Consistently uses online tools to prepare for class, always ready for classroom discussions and instructor's Q&A sessions, completes all online quizzes prior to due dates.

Departmental Practices and Procedures

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required.

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments

· Be aware of and comply with academic honesty policies in the [HCCS Student Handbook](#)

Instructional Materials and Resources

Instructional Materials

The [HCC Online Bookstore \(https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks\)](https://hccs.bncollege.com/shop/hccs-central/page/find-textbooks) provides searchable information on textbooks for all courses. Check with your instructor before purchasing textbooks because the book might be included in your course fees.

Add Instructional Materials Here

Temporary Free Access to E-Book

Here is the link to get temporary free access to a digital version of the text for fourteen days:

<< [add link] >>

Other Instructional Resources

Courseware

Content here...

Course Requirements

Assignments, Exams, and Activities

Type	Weight	Topic	Notes
Written Assignment	200	Lab assignments	Lab reports = 100, McGraw-Hill Assignments = 100
Exams/Quizzes	600	Covered chapters	Exams = 300, Quizzes = 300
In-Class Activities	100	Presentation	Class presentation, no PowerPoint, no reading from papers allowed
Final Exam	100	Comprehensive	May come in any format: Hands-on, and/or Multiple Choice, Matchings, True-False, Fill-ins, Essay Questions.
Extra Credit	10 points		punctual, active in class, participate, discipline

Grading Formula

Grade	Range	Notes
A	90 - 100	Excellent
B	80 - 89	Good
C	70 - 79	Fair
D	60 - 69	Pass
F	0 - 59	Fail

Instructor's Practices and Procedures

Incomplete Policy

In this course, the purposes of the "I" (incomplete) grade is for students who are caught up and passing at the student withdrawal deadline, and then have a medical or other problem that prevents them from completing the course. If you are not passing at the student withdrawal deadline, you should drop yourself from the course, or you will likely earn an "F." An incomplete "I" grade will be given only if all of the following conditions are met:

- You have earned at least 85% of the available points by the date that the "I" grade is requested.
- You can provide documentation showing why you should earn an incomplete, such as a doctor's note, etc.
- You must be passing with a grade of "C" or better.
- You must request the incomplete in writing BEFORE APRIL 30, 2022.
- In all cases, the instructor reserves the right to decline a student's request to receive a grade of Incomplete.

Missed Assignments/Make-Up Policy

NO MAKE-UPS: Failure to take a test (lab or lecture) will result in a "0" for the missed work.

A make-up exam is not a retake. That is, make-up exams are allowed only for missed exams. Since I am responsible for proctoring make-up exams for my students, time may not permit me to do so.

Academic Integrity

Here's the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

<https://www.hccs.edu/studentprocedures> (<https://www.hccs.edu/studentprocedures>)

Attendance Procedures

Students are expected to attend classes regularly. Students are responsible for materials covered during their absences, and it is the student's responsibility to consult with instructors for make-up assignments.

Instructors check class attendance daily. A student may be dropped from a course for excessive absences after the student has accumulated absences in excess of 12.5% of the hours of instruction (including lecture and laboratory time). Note that 12.5% is approximately 4 classes or labs for a 4-semester hour course.

Habitual tardiness will not be tolerated. Students are expected to be in attendance for the entirety of the scheduled class and are responsible for completing assignments scheduled during their absence/s. It is the responsibility of each student to amend their professional/personal schedule to meet the class schedule.

If you wish to drop the class, it is your responsibility to complete the paperwork and get it to the registration desk or the online system before the deadline. I do not drop students for lack of attendance.

You must sign-in every time you attend class in order to be marked present.

Student Conduct

- Students should attend to all personal business before the start of class (students will not be allowed to leave the classroom during a test).
- Students should check if their information on the class roster is correct or updated.
- Conflicts should be brought to the attention of the instructor as soon as possible.
- Do not work on homework assignments or other work during class; violation is 10 points deduction.
- The instructor will assign you a class roll number. You must write this number on each coursework **before** you submit the coursework to the instructor for grade to avoid a ten (10) points penalty.
- Your answer paper will not be returned to you once submitted to the instructor to be graded, so remember to write your name, class number, date, subject, and exam/quiz number for clarification.

Late work. There will be a penalty of ten (10) points for work turned in late.

Even, if the class is lectured from Online, your environment (e.g., your house, etc.) is considered a classroom. You must comport yourself.

We will be polite at all times.

We will work quietly and not disturb others.

We will listen courteously when others are talking.

We will be friendly to fellow classmates

We will be truthful and honest.

We will respect our teacher and other adults

We will be prepared for class every day.

We will arrive at class on time

We will cooperate with others.

We will always do our best.

Instructor's Course-Specific Information

Never leave the laboratory room without being dismissed by the instructor; there will be twenty (20) points penalty.

When students submit coursework, they can expect grades and feedback by the next class period. Also, students must pick-up their coursework after graded and distributed to the class, not later than two-class meetings of its return (the instructor will not be liable for coursework left uncollected). Students have responsibility role to keep their records to avoid grade dispute, including checking and recording experiment results.

Last Day of Instruction is May 13, 2022.

Repeaters

Students who repeat a course for a third or more times may soon face significant tuition/fee increases at HCC and other Texas public colleges and universities. Please ask your instructor/ counselor about opportunities for tutoring / other assistance prior to considering course withdrawal or if you are not receiving passing grades.

Withdrawals

- Students are responsible for officially withdrawing from the class. Last day to drop with a "W" is * 4:30 PM of Monday, April 4, 2022*. Students who fail to withdraw from a class before this date and remain absent from the class will receive a grade of 'F'. It is further, suggested that if you plan to withdraw must start the process at least two-three days ahead of last date mentioned above.
- I urge any student who is contemplating withdrawing from the class to see me first! You may be doing better than you think. Either way, I want to be accessible and supportive. I do not believe in "weed out" classes, and I consider you to be much more than just a name or a number! If you need assistance, I'm here for help.

Withdrawal from the course after the official day of record (see current catalog) will result in a final grade of "W" on the student transcript and no credit will be awarded. It is the student's responsibility to initiate and complete a withdrawal from any course. Abandoning the course or failing to formally drop, will result in a grade being given based on the work completed for the entire course (including missed exams).

Students should check HCC's Academic Calendar by Term for drop/withdrawal dates and deadlines including all Rules and Regulations.

The State of Texas has begun to impose penalties on students who drop courses excessively. For example, if you repeat the same course more than twice, you have to pay extra tuition. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than SIX total course withdrawals throughout their educational career in obtaining a certificate and/or degree.

Receiving a "W" in a course may affect the status of your student Visa. Once a W is given for the course, it will not be changed to an F because of the visa consideration. Please contact the International Student Office at 713-718-8520 if you have any questions about your visa status and other transfer issues

Devices

Turn cell phones and laptops to OFF position or vibrate mode during class period. No electronic devices for recording the lecture/lab are allowed in the classroom. There is a twenty (20) points penalty and/ or one class period suspension.

No earphone.

Faculty Statement about Student Success

Academic standards require a minimum of 3 study hours for every contact hour; meaning for a class that meets 3 hours per week, you need to budget and set aside a minimum of 9 hours each week to study and prep for your course success. Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Timely completion of assignments
- Participating in class activities
- Successful exam performance, including the mandatory final

There is no short cut for success in this course; it requires reading and studying the material using the course objectives as a guide.

I am committed to help you by encouraging, and motivating you to achieve your academic goals, but you must be punctual, try every effort to read, do your assignments, participate in class activities, and ask/seek for extra help whenever necessary.

Faculty-Specific Information Regarding Canvas

This course section will use Canvas (<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)) to supplement in-class assignments, exams, and activities.

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

Social Justice Statement

Houston Community College is committed to furthering the cause of social justice in our community and beyond. HCC does not discriminate on the basis of race, color, religion, sex, gender identity and expression, national origin, age, disability, sexual orientation, or veteran status. I fully support that commitment and, as such, will work to maintain a positive learning environment based upon open communication, mutual respect, and non-discrimination. In this course, we share in the creation and maintenance of a positive and safe learning environment. Part of this process includes acknowledging and embracing the differences among us in order to establish and reinforce that each one of us matters. I appreciate your suggestions about how to best maintain this environment of respect. If you experience any type of discrimination, please contact me and/or the Office of Institutional Equity at 713-718-8271.

HCC Policies and Information

HCC Grading System

HCC uses the following standard grading system:

Grade	Grade Interpretation	Grade Points
A	Excellent (90-100)	4
B	Good (80-89)	3
C	Fair (70-79)	2
D	Passing (60-69), except in developmental courses.	1
F	Failing (59 and below)	0
FX	Failing due to non-attendance	0
W	Withdrawn	0
I	Incomplete	0
AUD	Audit	0
IP	In Progress. Given only in certain developmental courses. A student must re-enroll to receive credit.	0
COM	Completed. Given in non-credit and continuing education courses.	0

Link to Policies in Catalog and Student Handbook

Here's the link to the HCC Catalog and Student Handbook: <https://catalog.hccs.edu/> (<https://catalog.hccs.edu/>)

In it you will find information about the following:

- Academic Information
- Academic Support
- Attendance, Repeating Courses, and Withdrawal
- Career Planning and Job Search
- Childcare
- disAbility Support Services
- Electronic Devices
- Equal Educational Opportunity
- Financial Aid TV (FATV)
- General Student Complaints
- Grade of FX
- Incomplete Grades
- International Student Services
- Health Awareness
- Libraries/Bookstore
- Police Services & Campus Safety
- Student Life at HCC
- Student Rights and Responsibilities
- Student Services
- Testing

- Transfer Planning
- Veteran Services

Link to HCC Academic Integrity Statement

<https://www.hccs.edu/student-conduct> (<https://www.hccs.edu/student-conduct>) (scroll down to subsections)

Campus Carry Link

Here's the link to the HCC information about Campus Carry:

<https://www.hccs.edu/campuscarry> (<https://www.hccs.edu/campuscarry>)

HCC Email Policy

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go to [HCC Eagle ID \(https://www.hccs.edu/email\)](https://www.hccs.edu/email) and activate it now. You may also use Canvas Inbox to communicate.

Office of Institutional Equity

Use the following link to access the HCC Office of Institutional Equity, Inclusion, and Engagement: <https://www.hccs.edu/eeo> (<https://www.hccs.edu/eeo>)

Ability Services

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to <https://www.hccs.edu/accessibility> (<https://www.hccs.edu/accessibility>)

Title IX

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual's fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross
Director EEO/Compliance
Office of Institutional Equity & Diversity
3100 Main
(713) 718-8271
Houston, TX 77266-7517 or Institutional.Equity@hccs.edu (<mailto:Institutional.Equity@hccs.edu>)

<https://www.hccs.edu/titleix> (<https://www.hccs.edu/titleix>)

Office of the Dean of Students

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/> (<https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/>)

Student Success

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

- Reading the textbook
- Attending class in person and/or online
- Completing assignments
- Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

Canvas Learning Management System

Canvas is HCC's Learning Management System (LMS), and can be accessed at the following URL:

<https://eagleonline.hccs.edu> (<https://eagleonline.hccs.edu>)

HCCS Open Lab locations may be used to access the Internet and Canvas. For best performance, Canvas should be used on the current or first previous major release of Chrome, Firefox, Edge, or Safari. Because it's built using web standards, Canvas runs on Windows, Mac, Linux, iOS, Android, or any other device with a modern web browser.

Canvas only requires an operating system that can run the latest compatible web browsers. Your computer operating system should be kept up to date with the latest recommended security updates and upgrades.

HCC Online Information and Policies

Here is the link to information about HCC Online classes, which includes access to the required Online Information Class Preview for all fully online classes: <https://www.hccs.edu/online/> (<https://www.hccs.edu/online/>)

Scoring Rubrics, Sample Assignments, etc.

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/> (<https://eagleonline.hccs.edu/>)

Instructor and Student Responsibilities

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through learner-centered instructional techniques
- Provide a description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
- Provide the course outline and class calendar that will include a description of any special projects or assignments
- Arrange to meet with individual students during office hours, and before and after class as required

As a student, it is your responsibility to:

- Attend class in person and/or online
- Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts, and all assignments

- Be aware of and comply with academic honesty policies in the [HCCS Student Handbook \(https://www.hccs.edu/studenthandbook\)](https://www.hccs.edu/studenthandbook)

EGLS3

The EGLS³ ([Evaluation for Greater Learning Student Survey System \(https://www.hccs.edu/egls3\)](https://www.hccs.edu/egls3)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS³ surveys are only available for the Fall and Spring semesters. -EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<https://www.hccs.edu/egls3> (<https://www.hccs.edu/egls3>)

Housing and Food Assistance for Students

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

Student Resources

Tutoring

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring Services \(https://www.hccs.edu/tutoring\)](https://www.hccs.edu/tutoring) website for services provided.

Libraries

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries' resources and services is the HCCS library web page at <https://library.hccs.edu> (<https://library.hccs.edu/>).

Supplementary Instruction

Supplemental Instruction is an academic enrichment and support program that uses peer-assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <https://www.hccs.edu/supplemental-instruction> (<https://www.hccs.edu/supplemental-instruction>)

Resources for Students:

<https://www.hccs.edu/covid19students> (<https://www.hccs.edu/covid19students>)

Basic Needs Resources:

<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/> (<https://www.hccs.edu/support-services/counseling/hcc-cares/basic-needs-resources/>)

Student Basic Needs Application:

<https://www.hccs.edu/basicneeds> (<https://www.hccs.edu/basicneeds>)

COVID-19

Here's the link to the HCC information about COVID-19:

<https://www.hccs.edu/covid-19> (<https://www.hccs.edu/covid-19>)

Sensitive or Mature Course Content

In this college-level course, we may occasionally discuss sensitive or mature content. All members of the classroom environment, from your instructor to your fellow students, are expected to handle potentially controversial subjects with respect and consideration for one another's varied experiences and values.

Instructional Modalities

In-Person (P)

Safe, face-to-face course with scheduled dates and times

Online on a Schedule (WS)

Fully online course with virtual meetings at scheduled dates and times

Online Anytime (WW)

Traditional online course without scheduled meetings

Hybrid (H)

Course that meets safely 50% face-to-face and 50% virtually

Hybrid Lab (HL)

Lab class that meets safely 50% face-to-face and 50% virtually

Copyright Statement

In order to uphold the integrity of the academic environment and protect and foster a cohesive learning environment for all, HCC prohibits unauthorized use of course materials. Materials shared in this course are based on my professional knowledge and experience and are presented in an educational context for the students in the course. Authorized use of course materials is limited to personal study or educational uses. Material should not be shared, distributed, or sold outside the course without permission. Students are also explicitly forbidden in all circumstances from plagiarizing or appropriating course materials. This includes but is not limited to publically posting quizzes, essays, or other materials. This prohibition extends not only during this course, but after. Sharing of the materials in any context will be a violation of the HCC Student Code of Conduct and may subject the student to discipline, as well as any applicable civil or criminal liability. Consequences for unauthorized sharing, plagiarizing, or other methods of academic dishonesty may range from a 0 on the specified assignment and/or up to expulsion from Houston Community College. Questions about this policy may be directed to me or to the Manager of Student Conduct and Academic Integrity.

Course Calendar

Syllabus Modifications

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

It is **mandatory** to include a minimum of 3 Hands-On Lab Practical Exams as course assessments using materials such as slides, models, etc. Essay or short answer questions may be included in the practical, but most of the questions should focus on identification of structures and/or functions of slides/models, etc. You are free to add additional items of measure to your AP Lab course (i.e., quizzes, additional exams, lab reports, etc.)

Weeks & Dates	EXERCISES		

1st	Introduction, Syllabus, Lab Safety Guidelines.		
January 21	Lab 39 Endocrine Structure and Function (75mins- appx time to complete this lab)		
2nd	Lab 40 Diabetic Physiology (Virtual Lab)45min		
Jan 28	Lab 41 Blood Cells (45mins)		
3rd	Lab 42 Blood Testing (45mins)		
February 4	Lab 43 Blood Typing (45mins) Lab 44 Heart Structure (75mins)		
4th	Lab 45 Cardiac cycle (60mins)		
Feb 11	Lab 46 Electrocardiography (90mins)		
5th	Lab Exam 1		
Feb 18	Lab 47 Blood vessel Structure, Arteries, and Veins (90mins)		
6th	Lab 48 Pulse rate and Blood Pressure (60mins)		
Feb 25	Lab 49 Lymphatic System (60mins)		
7th	Lab 50 Respiratory Organs (75mins)		
March 4	Lab 51 Breathing and Respiratory Volumes(45mins) Lab 52 Spirometry: exercise (90mins) Lab 53 Control of breathing (45mins)		
8th	Lab Exam 2		
Mar 11	Lab 54 Digestive Organs (90mins) Lab 55 Action of a Digestive Enzyme (60mins)		
9th	SPRING BREAK HOLIDAY		
Mar 18			
10th	Lab 56 Metabolism (90mins)		
Mar 25	Lab 57 Urinary Organs (90mins) Lab 58 Urinalysis (45mins)		
11th	Lab 59 Male Reproductive System (60mins)		
April 1			

12 th	Lab 60 Female reproductive System (60mins)		
Apr 8	Lab 61 Meiosis, Fertilization, and Early Development (60mins)		
13 th	Lab 62 Genetics (60mins)		
Apr 15	Cat dissection: Respiratory, digestive, urinary and reproductive system (90 mins)		
14 th	PRESENTATION		
Apr 22			
15 th	Lab Exam 3		
Apr 29			
16 th	5/6/2022: Final Exam (Comprehensive)		
May 6			

When	Topic	Notes

Additional Information

Biology Departmental/Program Information

Visit the [Biology Program Page \(https://learning.hccs.edu/programs/biology\)](https://learning.hccs.edu/programs/biology) on the HCC Learning Web for information about our faculty and courses. You will also find information about majoring in Biology.

The [Field of Study \(FOS\) Curriculum for Biology \(https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/\)](https://www.hccs.edu/programs/areas-of-study/science-technology-engineering--math/biology/) here at HCC covers the smallest and simplest organisms (microbiology) to the largest and most complex organisms (human anatomy and physiology, zoology, botany).

The [Associate of Science in Biology - Biology Majors & Premedical Programs \(https://catalog.hccs.edu/preview_program.php?catoid=3&poid=905\)](https://catalog.hccs.edu/preview_program.php?catoid=3&poid=905) FOS is intended primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following areas: computer science, engineering, health and natural sciences, or mathematics.

The [Associate of Science in Biology - Health Sciences Professions \(https://catalog.hccs.edu/preview_program.php?catoid=3&poid=906\)](https://catalog.hccs.edu/preview_program.php?catoid=3&poid=906) FOS is intended primarily for students planning on transferring to a senior college or university to receive a baccalaureate degree in the following areas: computer science, engineering, health and natural sciences, or mathematics. (Pre-Nursing, Pre-Radiologic Sciences, Pre-Clinical Laboratory Services)

Visit the [STEM Resources Page at HCC \(https://www.hccs.edu/resources-for/current-students/stem--science-technology-engineering--mathematics/\)](https://www.hccs.edu/resources-for/current-students/stem--science-technology-engineering--mathematics/): HCC has developed this site to provide information on STEM related programs and resources at HCC and other institution – to include scholarship information.

Process for Expressing Concerns about the Course

If you have concerns about any aspect of this course, please reach out to your instructor for assistance first. You can always request a meeting (virtual/ in person) to go over your concerns. If your instructor is not able to assist you, then you may wish to contact the Biology Department using this form.

[Biology Department Reporting Form \(https://forms.office.com/r/8BwrMbqCYB\)](https://forms.office.com/r/8BwrMbqCYB)

Department Chair: Dr. Shadi Kilani

Department Email: hcc.biology@hccs.edu

Department Phone : 713 718 5587
