



Southwest- Stafford Campus

BIOL 2302 ANATOMY & PHYSIOLOGY II LECTURE CRN12224 MTWTh 10:30AM-12:44PM Stafford-Scarcella Center Rm E113

BIOL 2302 – Anatomy & Physiology II Lecture SEMESTER – Second Summer 2019

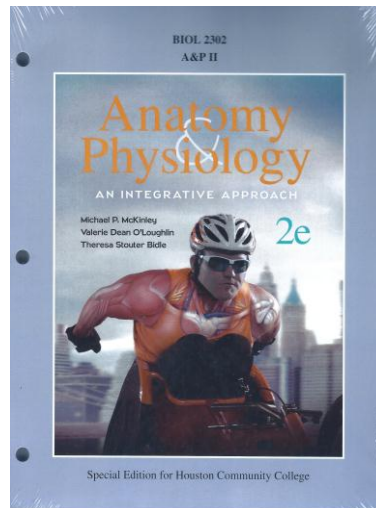
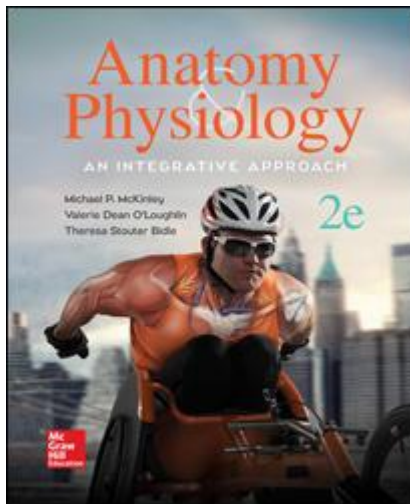
Instructor: Prof. Afolabi Akinkunmi

Instructor's Contact Information: Phone: (713) 718-7771
e-mail: afolabi.akinkunmi@hccs.edu

Office location and hours: Stafford Campus (Scarcella); Phone: 713-718-7771
9910 Cash Road Stafford, TX 77477
Mon - Wed: 9:30AM – 10:30AM (by appointment only)

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to come by my office anytime during these hours.

Required Text book: Anatomy & Physiology- An Integrative Approach
Authors: Michael P. McKinley, Valerie Dean O'Loughlin, Theresa Stouter Bidle
Special Edition for Houston Community College; 2nd Edition



Materials: Textbook, Notebook, pen, HB-pencil, colored pencils, 1-packet of scantron, eraser, sharpener, and ruler.

Course Description:

Topics studied here are the structure and function of human cells, tissues, and organ systems

including integumentary, skeletal, musculature, and nervous systems. The objective of this course is to give the students the basic knowledge of human anatomy and physiology, especially those entering applied health sciences.

Prerequisites:

College reading level as determined by SAT, ACT, TASP or successfully passing ENGL 0305 with a "C" or better.

Though BIOL 1406 is not a required prerequisite for Biol 2301, BIOL 1406 is highly recommended for success in 2301.

Course Goals:

This course is intended for students majoring in one of the physical sciences or life sciences, engineering, or for students who are pursuing pre-professional programs in medicine, dentistry, nursing, pharmacy, veterinary medicine, or other allied health programs. The course is also beneficial to students who are preparing themselves for higher level science courses in their respective curricula.

COURSE OVERVIEW

Course Description:

Anatomy and Physiology II is the second part of a two-course sequence. It is a study of the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, cardiovascular, immune, lymphatic, respiratory, digestive, (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

Program Student Learning Outcomes (PSLOs) for the Biology Discipline

1. Will display an understanding of biological systems and evolutionary processes spanning all ranges of biological complexity, including atoms, molecules, genes, cells, and organisms.
2. Will integrate factual and conceptual information into an understanding of scientific data by written, oral and/or visual communication. (This may include successful completion of a course-specific research project or a case study module).
3. Will demonstrate proficiency and safe practices in the use of laboratory equipment and basic laboratory techniques.
4. Will apply principles of the scientific method to problems in biology in the collection, recording, quantitative measurement, analysis and reporting of scientific data.

Course Student Learning Outcomes (CSLOs):

Completion of the specific Student Learning Outcomes listed below does NOT and will NOT guarantee the student any specific final course grade at the end of the semester!

1. Use anatomical terminology to identify and describe locations of major organs of each system covered.
2. Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
3. Describe the interdependency and interactions of the systems.
4. Explain contributions of organs and systems to the maintenance of homeostasis.
5. Identify causes and effects of homeostatic imbalances.
6. Describe modern technology and tools used to study anatomy and physiology.

Instructional Methods:

BIOL 2302 is a required course for most of the health science related professions. As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning the field of anatomy & physiology, modeling good teaching strategies, and organizing and monitoring the lab experience that allows you to connect the information that you learn in this course to the life processes.

As a student wanting to learn about this field, it is your responsibility to read the textbook, submit assignments on the due dates, study for the exams, participate in classroom activities, attend class, and enjoy yourself while studying the course materials.

As I believe that engaging the students in the learning is essential for teaching to be effective, you will spend the majority of class time involved in collaborative activities. You will be involved in discussions with your classmates and your instructor. As you will want to contribute to these discussions, you will need to come to class prepared to discuss, analyze and evaluate information from your text and other assigned readings.

Instructional strategies will include classroom lectures. The class notes will be uploaded on 'Eagle Online'/Canvas. Hands-on practice sessions will include using human anatomical models, histological slides etc.

Student Assignments

Students should always check Eagle Online Canvas, Learning Web, and/or pearsonmylabandmastering.com for assignments. Students should also refer to the Course Outline and Course Calendar. Students will complete all assignments including their lab work and record the findings/observations in the lab book.

Student Assessments

Assessments will include hands-on lab assignments with corresponding questions concerning the pertinent chapters included in the labs. Refer to **Course Requirements, Grading Scale, and Grading Criteria** for more information.

Learning Method

- Reading course textbook
- Reading lab manual
- Lecture/lab attendance
- Interactive digital exercises
- Case studies

Resources

- Textbook
- Textbook-related Internet resources
- Laboratory manual
- Literature searches
- Model course materials

Evaluation

- Exams- written and oral
- Class participation exercises
- Quizzes

Instructor Requirements:

As your instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explain how student grades are to be derived
- Facilitate an effective learning environment through class labs, lectures, power points, reviews, and other materials

- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness, and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required
- Provide tutoring when students request it or ask the students to take advantage of our peer tutor

Student's Responsibilities

- Read lecture material before class, define unknown terms and come prepared to ask questions
- Attend all classes, pay close attention to instructions given by the instructor, follow procedures and participate to the fullest extent
- Immediately after the lecture, review lecture material covered and answer learning objectives
- Students should not study the night before the exam, rather, plan to study a certain amount each day to achieve academic success

Instructional Strategies

- Instructional strategies will include classroom lectures, guest speakers and demonstrations, hands-on practice sessions, case studies, computer-generated instructional programs, and Internet access.
- The required textbook for this course are sold at the HCCS Campus Bookstore and may also be available at Majors Medical Book Store. Supplemental handouts may be expected by the instructor. Numerous reference books are available in the Library.

Study Strategies for Students

- Each unit of instruction will be accompanied by a set of learning objectives. Students, who demonstrate a thorough knowledge of the learning objectives, should score well on written exams. It is highly recommended that students attend all lecture/lab sessions, pay close attention to instructions given by the instructor, follow procedures, and participate to the fullest extent.
- Students should not wait until the night before an exam to study. Studies have shown that students who study a certain amount each day are more likely to be successful. It is recommended that students read lecture material before a lecture is given, define unknown terms and prepare questions to ask the instructor during the lecture. Immediately after a lecture, the student should reread the lecture material and answer learning objectives as if they were study questions. Often, study questions will be given. These study questions are an excellent source of study material.
- Tutoring is available to all students for lectures and labs in a course. It is the student's responsibility to fill out a request form and/or contact the instructor to schedule tutoring. It is imperative that students request tutoring as soon as the need develops. Do not wait until the last minute to begin needed work. Tutoring for lecture or lab will be scheduled outside of regular class meetings.
- E-mail is encouraged and is a good aid for asking questions both of the instructor and other students in the class. Do not hesitate to use it. If you discover a good Web Site, please pass on this information and it will be added to the list of useful sites. Various other methods to improve study are professional journals located in the library. Consult with the librarian on their use.
- **To sign on Eagle Online:** Go to <http://www.hccs.edu> and look at right hand side of the page under Connect. Click on Online Courses. It will take you next page. On right side choose 'Eagle Online'. Your course must be there. Now login.
- **Student's User ID:** Your login user ID will be your unique HCC User ID, which is the "W" number you used for registration of classes.
- **The default student password for the first time use is "distance" and this is all lower case without the quote marks. Students will then be prompted to change their password after their first login and should make this password something that will be remembered easily.**

If a student forgets their password, they must get help from the Computer Center on the first floor; the instructor does not know the password.

- Please log on to Eagle Online at home computer to make sure that you have access there. Turn off the “pop-up block” and click the “Check Browser” button to make sure that your browser is compatible with the platform. Download the Adobe Acrobat reader, Java script and all other plug-ins. Log in with your W number and either use the default password “distance” or use the password that you created previously (you can make it the same as your HCC email password).

Department Guidelines:

- Students are expected to conduct themselves as adults. This includes courteous and respectful behavior towards instructor and classmates. Disruptive behavior or any behavior that interferes with any educational activity being performed by the instructor will not be allowed. Additionally, no student may interfere with his/her fellow students’ right to pursue their academic goals to the fullest in an atmosphere appropriate to a community of scholars. Disruptive behavior may result in removal from the class.
- All students must take Departmental Final (Comprehensive) Examination.

<p>HCC Policy Statement: ADA</p>	<p>Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Instructors are authorized to provide only the accommodations requested by the Disability Support Services Office. If you have any special needs or disabilities that may affect your ability to succeed in college classes or participate in any college programs or activities, please contact the DSS office for assistance. At Southwest College, contact: Dr. Becky Hauri West Loop Campus Houston, Texas 77081 Phone: 713-718-7909 Fax: 713-718-7781 TTY: 713-718-7909</p>
<p>HCC Policy Statement: Academic Honesty</p>	<p>Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Disciplinary proceedings may be initiated by the college system against a student accused of scholastic dishonesty. Penalties can include a grade of "0" or "F" on the particular assignment, failure in the course, academic probation, or even dismissal from the college. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.</p>
<p>HCC Policy Statement: Student attendance, 3-peaters, withdrawal deadline</p>	<p>Attendance 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.</p> <p>Instructors check class attendance daily. A student may be</p>

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.

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, July 29, 2019**. 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

CLASS RULES

Classroom Behavior:

- **Turn cell phones and laptops OFF or vibrate mode during class period.** No electronic devices for recording the lecture/lab are allowed in the classroom.
- 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.
- Conflicts should be brought to the attention of the instructor as soon as possible.
- Do not work on assignments or other work during class.
- The instructor will assign you a class roll number. You must write this number on each work that you turn- in to the instructor for grade to avoid a five (5) points penalty.

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

Late work

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

Academic Honesty

- Plagiarism, cheating, and other forms of academic dishonesty are not only violations of the college system and the rules of this class, but are unethical and unprofessional. Students engaging in any form of academic dishonesty are subject to immediate dismissal from the program. You are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog and student handbook. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to, cheating on a test, plagiarism, and collusion.
- **Cheating** on a test includes:
 - Copying from another students' test paper;
 - Using materials not authorized by the person giving the test;
 - Collaborating with another student during a test without authorization;
 - Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
 - Bribing another person to obtain a test that is to be administered.

Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

Collusion mean the unauthorized collaboration with another person in preparing written work

offered for credit. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System. (See the Student Handbook).

Examination format

Lecture exams may consist of any type of question: essay, multiple choice, true-false, matching, diagrams, and/or short answer questions. They will cover the material we cover in class as well as assigned reading and may be comprehensive to include previous material. Lab exams will cover the material we cover in labs (but information sometimes overlaps with lecture) and may have a written as well as practical component. Exam papers may not be permanently returned to the student after testing.

Review sheet for exams: Though review sheets for the exams are not guaranteed but the instructor will highlight the important parts of the covered course during his lecture delivery.

All quizzes will be unannounced. This is to monitor students' performance. Only students who are physically present (neither tardy nor absent) at the time of testing in class can take the quiz.

You will be provided a "Grade Record Sheet." Record your grades on it and keep it for your record. The instructor will return all graded exams, quizzes, assignments, etc. to the students at the proper time; students have until 8-days to pick up their papers/works, otherwise they will be discarded. The instructor will not be responsible for any unpicked-up paperwork (assignments, scantrons, quizzes, reports, etc.).

Testing procedures:

- a. Come prepared to take the test. You will need a scantron for most exams, quizzes, a #2 pencil, and a smudge-proof eraser.
- b. Be sure to arrive early for your examinations. There are time limits for exams and if you arrive late, you will not be given additional time. Once the exam has begun you will not be allowed to leave the room, so take care of restroom needs **before** we begin.
- c. Do not plan to leave after a test or schedule appointments, as we will continue with class or lab.

You will need to purchase a box of coloring pencils for completing your lab reports.

GRADING

Your instructor will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. Your instructor welcomes a dialogue on what you discover and may be able to assist you in finding resources on campus that will improve your performance.

Lecture Course Evaluation/Grade Computation

- (i) Homework/Assignments = 15%
- (ii) Quizzes = 25%
- (iii) 4-unit Lecture Exams = 50%
- (iv) Departmental Final (Comprehensive) Exam = 10%
- (v) Total = (i) + (ii) + (iii) + (iv) = 100%

Grading Scale:

A =90-100	B =80-89	C =70-79	D =60-69	F =0-59	I=INCOMPLETE
FX=FAILURE DUE TO NON-ATTENDANCE			IP=IN PROGRESS	W=WITHDRAW	

HCC Student Services Information

Early alert: HCC has instituted an Early Alert process by which your professor will “alert” you through written contact actions and through counselors of concerns that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

HCC Policy Statements

Access Student Services Policies on their Web site: <http://hccs.edu/student-rights>

EGLS₃ -- Evaluation for Greater Learning Student Survey System

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

July, Monday 8 Introduction & Chapter 17	Tuesday 9 Chapter 18	Wednesday 10 Chapter 19	Thursday 11 Chapter 20
Monday 15 (Chapters 17-20) EXAM 1	Tuesday 16 Chapter 21	Wednesday 17 Chapter 22	Thursday 18 Chapters 21-22 EXAM 2
Monday 22 Chapter 23	Tuesday 23 Chapters 24	Wednesday 24 Chapter 25	Thursday 25 EXAM 3 (Ch 23-25)
Monday 29 Chapter 26	Tuesday 30 Chapter 27	Wednesday 31 Chapter 28	August, Thursday 1 Chapter 29
Monday 5 EXAM 4 (Ch 26-29)	Tuesday 6 REVIEW	Wednesday 7 Departmental Comprehensive FINAL	Thursday 8

Topics To Be Covered

- Chapter 17 Endocrine System
- Chapter 18 Cardiovascular System: Blood
- Chapter 19 Cardiovascular System: Heart
- Chapter 20 Cardiovascular System: Vessels and Circulation
- Chapter 21 Lymphatic System
- Chapter 22 Immune System and the Body's Defense
- Chapter 23 Respiratory System
- Chapter 24 Urinary System
- Chapter 25 Fluid and Electrolytes
- Chapter 26 Digestive System
- Chapter 27 Nutrition and Metabolism
- Chapter 28 Reproductive System
- Chapter 29 Development, Pregnancy, and Heredity

Note: The instructor reserves the right to modify this syllabus and will notify the class of any changes in a timely manner

Memorandum of Understanding: Biol 2302

I, _____ have read the course syllabus for Biology 2302(Anatomy & Physiology II Lecture) and understand the contents.

I have been given the opportunity to ask for clarification on any questions I had about the assignments, the exams, or any of the expectations of this course.

I am satisfied that my questions have been answered.

I agree to abide by the standards and expectations as stated, which includes ethical standards.

I agree to abide by the definition of and the procedure for academic dishonesty as defined by the Houston Community College, Houston, Texas catalog.

Signed: _____

Date: _____

This memorandum of understanding must be signed and returned to the instructor.