# SYLLABUS
# BIOLOGY 2301
## Human Anatomy and Physiology I Lecture- CRN# 13534
## Summer 2017

**Class time:** Lecture: 12:30 – 3:00 PM
**Location:** Lecture Room 314

**Instructor:** Alicia Linda Cummings MPH, RD, LD
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Cell # phone or text- 713-703-7047
Available by appointment

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| **Course Description:** | **Examination of the following anatomical systems histology-tissues; integumentary-skin; skeletal; muscular; and nervous.** |
| **Text:** ***Required*** | ***Fundamentals of Anatomy and Physiology*** **10th edition. Martini, Nath, and Bartholomew** |
| **Learning Web:** | **Site for Powerpoint slides, exam reviews, assignments and other supportive materials** |

## OTHER RESOURCES

1. Textbooks and videotapes are available in the reserve section of the library.
2. Free tutoring will be available throughout the semester.
   a. Biology Tutoring: Tutoring emporium in San Jac Building. Learning Emporium, Rm 384
   Mon-Thurs 7 am – 6 pm, Fridays 8 am - 4 pm
3. PowerPoint lecture notes and slides, exam reviews though Eagle
4. Mastering textbook support and materials
5. Lab support:
   - Sciences Computer Lab (LHSB 415) is available to access biology web pages, study pages (http://www.hccs.edu/biologylabs) and other computer software and animations. Schedule will be posted in biology classrooms and on bulletin boards outside the labs.
   - Open Lab sessions will also be available. The schedule for open labs will be posted in biology classrooms and on bulletin boards outside the lab.

**Prerequisites: NONE.** It is STRONGLY recommended you take BIOL 1406 prior to enrolling in A&P I. Many of the concepts of Anatomy and Physiology I require prior knowledge of general biology which are **NOT** covered in this course. Students who have little to no general biology background will have difficulty with the information being presented in A&P I.

## Objectives:

1. Students will be able to understand and apply the principals of homeostasis and the importance of feedback loops.
2. Students will be able to evaluate information and make conclusions based on their knowledge of membrane transport.
3. Students will be able to apply their knowledge of muscle structure to explain how muscles function.
4. Students will be able to apply their knowledge of the structure of the skeletal system to its functions.
5. Students will be able to understand and apply their knowledge of changes in polarity on membrane potential.
6. Students will be able to apply and demonstrate their knowledge concerning reflex arcs.
7. Students will be able to apply the knowledge gained in lab utilizing anatomical models, physiological experiments, histological slides and the compound light microscope.
8. Students will utilize online interactive evaluation tools to gauge their understanding of key anatomical and physiological concepts prior to lecture/examinations/quizzes where applicable.

## POLICIES:

***Attendance/Withdrawal/Grade***

**HCC Course Withdrawal Policy:**

Academic performance is the responsibility of each student. Failure to meet the requirements for the course will result in a failing grade. You are expected to attend class and labs. Research has shown class attendance is the predominant factor for academic success. If you miss a class it is your responsibility to obtain any materials covered during your absence. If you are having difficulty, please see the instructor for additional assistance to avoid the possibility of having to withdraw from the course. 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 students to no more than SIX total course withdrawals throughout their educational career in obtaining a certificate and/or degree.
- $ In the event you find it necessary to **withdraw from the course,** submission of your request must be completed no later than **Monday, June 26th** the student has discontinued attendance. This could potentially affect student loan approvals for future semesters.
- $ An incomplete ("I") will only be given for extraordinary circumstances (death in the family, severe illness, military duty, etc). Incompletes cannot be assigned unless the student has completed at least 75% of the course materials (exams, labs, etc). Attendance and punctuality is strongly recommended.

***International Students***

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. Since January 1, 2003, international students are restricted in the number of distance education courses that they may take during each semester. ONLY ONE online/distance education class may be counted towards the enrollment requirement for International Students per semester. Please contact the International Student Office at 713-718-8520 if you have any questions about your visa status and other transfer issues.

***Americans with Disabilities Act (ADA)***

HCCS Disability Support Service states: Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc) who needs to arrange reasonable accommodations must contact the appropriate Disability Support Service (DSS) Counselor at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office. Students who are requesting special testing accommodations, must first contact John Reno at john.reno@hccs.edu or call him at 713/718-6165.

***Discrimination***

HCC is committed to provide a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oie@hccs.edu.

***Academic Integrity***

Any violation of scholastic integrity will result in failure of the course and disciplinary actions deemed necessary and appropriate by the school administration. Students are expected to conduct themselves with honesty and respect. Dishonest practices can result in diverse penalties leading to potential academic probation or dismissal. Cheating will not be tolerated! If caught cheating during an exam an immediate grade deduction or exam failure will result.

***Classroom Etiquette/Guideline***

1. Arrive on time.
2. All cell phones and/or pagers must be set on vibrate or silent mode.
3. As a courtesy to other classmates, please refrain from talking during lectures.
4. Textbook and lab manual are required. Study guide is highly recommended.
5. Class attendance is mandated by the state. Attendance will be given only if you attend full class period. Coming late to the class or leaving early is considered as disruption. More than four unexcused absences may result in an administrative withdrawal. You are responsible for everything covered or announced during your absence.

## Recommendations

The following are strongly recommended for each student:

- Read or peruse the week's chapter before each class. Following the lecture read the chapter carefully. Bring any questions to the attention of the instructor if you need additional clarification.
- Complete pre-lab reports prior to lab exercises. Read through each lab fully to understand what will be covered in the lab exercise.
- DON'T GET BEHIND! Work hard from the beginning of the semester rather than playing a "catch-up game. There are copious amounts of information to absorb and it is better done in small increments rather than large volumes.
- Take advantage of the resources made available to you.
- Contact your professor if you have any questions regarding any element of the course you do not understand. Do not wait to have your questions answered until right before an exam.
- If you need a B or an A for the course start making those grades from **the first submission** of lab reports, quizzes, exams, etc. Do not procrastinate. Desire and performance are not mutually exclusive - meaning the one will not necessarily produce the other. **There will be NO extra credit projects given to replace poor performance on exams or assignments.**

## Grading/Testing/Assignments

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| Lecture Exams (3) | 300 points |
| Mandatory Non-Comprehensive Final Exam and Essay | 125 points |
| Drop Exam | (100 points) |
| Special Senses Project | 40 points |
| 1-2 Group/Individual project(s) -5 points each | 10 points |
| Total | 375 points |

1. There will be 3 lecture exams and a mandatory final exam. The lowest scored exam will be dropped. If you miss an exam it will be dropped as a lowest score. Makeup for a second missed exam will be at the discretion of the instructor. The mandatory final exam will consist of a non-comprehensive exam over the remaining chapters of the text and a 25- point essay. The final exam essay will be submitted on the day of the final exam.
2. Lecture exams will consist of multiple-choice, true-false, matching, and short answer questions. **Students must provide scantrons for each exam.**
3. **Exams will begin promptly.** If you arrive late you will not have additional time to complete the exam which could potentially affect your performance. If you are aware you will be arriving late you MUST notify the instructor.
    - If you are unable to attend class on scheduled exam days NOTIFY THE INSTRUCTOR IMMEDIATELY
    - **CELL PHONES, IPHONES. ETC MAY NOT BE USED DURING EXAMS**. *Individuals who answers phones or leave the classroom during the exam will be asked to forfeit their exam.*
4. Assignments consists of a 40 -point special senses project and 1-3 smaller group/individual projects.

| Week of | Lecture | |
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| 6/5 | ORIENTATION<br>Lecture Chapter 1 -*Introduction to Anatomy and Physiology* | |
| 6/6 | Selected topics from Chapter 2 and Chapter 3<br>Begin Chapter 4- *Histology (Tissues)* | |
| 6/7 | Continue Lecture Chapter 4 *Histology* (*Tissues*)<br>Begin Chapter 5 - *Integumentary* | |
| 6/8 | Continue Lecture Chapter 5- *Integumentary system*<br>Begin Lecture Chapter 6 *Bone Structure (**will not be on 1st exam**)* | |
| 6/12 | **MONDAY LECTURE EXAM 1- Ch 1, selected topics from chapters 2 and 3, 4, 5**<br>Continue Lecture Chapter 6-*Bone Structure* | |
| 6/13 | Begin Chapter 7 - *Axial Skeleton* | |
| 6/14 | Begin Chapter 8 - *Appendicular Skeleton* | |
| 6/15 | Begin Lecture Chapter 9-*Articulations* | |
| 6/19 | **MONDAY LECTURE EXAM 2 –Chapters 6, 7, 8, 9**<br>Begin Lecture Chapter 11 *Muscle System* | |
| 6/20 | Continue Lecture Chapter 11-*Muscular System*<br>Begin Lecture Chapter 10 – *Muscular Tissue* | |
| 6/21 | Lecture Chapter 10 – *Muscular Tissue* | |
| 6/22 | Lecture Chapter 12 - *Neural Tissue* | |
| 6/26 | Lecture Chapter13 –*Spinal Cord*<br>***Last Day for Course Withdrawal – Monday, June 26th*** | |
| 6/27 | **TUESDSAY LECTURE EXAM 3- CHAPTERS 10, 11, 12, 13**<br>Lecture Chapter 14 –*Brain/Cranial Nerves* | |
| 6/28 | Continue Lecture Chapter 14 –*Brain/Cranial Nerves*<br>Begin Chapter 17-*Special Senses* | |
| 6/29 | Continue Chapter 17-*Special Senses*<br>***Special Senses Project Due June 29th*** | |
| 7/3 | Lecture Chapter 15- *Neural Integration- sensory* ; Lecture Chapter 16 –*Autonomic NS* | |
| 7/4 | **NO CLASS- HOLIDAY** | |
| 7/5 | **Wednesday FINAL EXAM Chapters 14, 15, 16, 17 - Final Essay Due** | |

**This is a tentative schedule and is subject to change. Any alteration in the schedule will be announced and posted in a timely manner.**