

Department: Life Sciences (Biology)

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| Anatomy and Physiology II  Fall 2013  Biol 2402 CRN # 65212 |

MASTERING A&P ID INFO:

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| Course location and times: | Stafford Campus, 8-11am TTH  Tuesday Room S102 Thursday Room W119 |
| Course semester credit hours: | 4 Semester Credit hours |
| Course contact hours: | 96 total hours; 48 hrs lecture, 48 hrs laboratory |
| Course length: | 16 weeks |
| Instruction type: | Web-Enhanced –Eagle online |

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| Instructor: | Jasleen Mishra |
| Phone: | 713-718-7771 |
| Email address: | [jasleen.mishra@hccs.edu](mailto:jasleen.mishra@hccs.edu) |
| Office location and hours: | T 11:30am-1:30pm |

**Course Description**:

Continuation of BIOL 2401 including the study of circulatory, respiratory, digestive, excretory, reproductive and endocrine systems. It is a Core Curriculum Course.

You are spending a good deal of time, energy and money on this course – please, make the most of your **investment**! It takes approximately **2-3 hours of study time for each hour of class time to master the material**. This class will have over 96 contact hours (4 hr. credit) compared to 48 contact hours that comprise the normal class (3 hr. credit).

The **class and study time necessary to succeed in this class will be close to 300 hours (60 hours per week)!**

**Course Prerequisites:**

Anatomy and Physiology I (Biol 2401)

**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, pharmacy, veterinary medicine, or other health programs. The course is also beneficial to students who are preparing themselves for higher-level science courses in their respective curricula.

**HCC Student Email and Registering for Bluedoor Online Lab Manual:**

**Don’t know where or how to log in or your email address?**

General HCC student email information:

<http://www.hccs.edu/hccs/current-students/student-e-mail/student-email-general-information>

**Logging into your HCC student email:**

**Log in site:** <https://webmail.hccs.edu/owa/auth/logon.aspx?replaceCurrent=1&url=https%3a%2f%2fwebmail.hccs.edu%2fowa%2f>

**User ID (user name) and password for logging into your HCC student email:**

Every HCC student has an HCC email account. Your **user Id (name)** is your student ID (W number) that you used to log into the online registration area and enroll in your course.

Your **first time password is set to your date of birth (mm/dd/yyyy).** Once you have logged in successfully, for security reasons, you should change the password to something only you will remember.

**If you are unable to log in please call the help desk at 713-718-8800**

**Finding your HCC student email address:**

Once you log in to your email account, review your e-mail address at the top right of the homepage. It is typically your **firstname.lastname@student.hccs.edu** (unless someone already has that address, in which case, a number will be added to the end of your last name).

**This is the email address that you will use to register and log into the Bluedoor Online lab manual.**

For example, your name is Jane Doe. Typically your HCC student email address would be [jane.doe@student.hccs.edu](mailto:jane.doe@student.hccs.edu) If that name was already taken you might have an address that was [jane.doe1@student.hccs.edu](mailto:jane.doe1@student.hccs.edu)

Again, the **@student.hccs.edu** is what is added to the name you will see displayed at the top right of your student email account when you log in.

**Registering for Bluedoor:**

**Visit Bluedoor sign in page:** [**apps.bluedoorlabs.com**](http://www.apps.bluedoorlabs.com)

In the middle of the page you will see the “**Don’t have an account?”** box. Click on “**Register now**” button.

Starting at the top, in the email box, input your HCC student email address (this is essential to guaranteeing you register in the right course. Continue filling out the next four boxes.

Under “Course and Section Selection” and “find your course” you should only see Houston CC- AP1 Online Lab Manual (Spring 2013) or Houston CC- AP2 Online lab manual (Spring 2013). Select the correct course.

Do not pick any other than those two choices. If you do not see a **Houston CC** choice, **make sure you entered your HCC student email address in the first box of the “new account registration box” directly above**. If you still do not see the correct course choice (Houston CC) contact Bluedoor customer service for help.

Once you have made the right course selection, you will see a drop down button immediately below the course where you will **select your particular course section**. This section number is found in the documentation for your registered course it is often referred to as the course CRN#.

Continue with the rest of the registration by entering a payment method and continuing into the next areas: review, payment, confirmation.

**A confirmation email will be sent to your HCC student email address** (used to register with). Once you open up your hcc student email account and review your email you will have a confirmation link to activate your log-in and you can start using the Bluedoor resources.

**TENTATIVE Course Calendar:**

Week Lecture Schedule Lab Schedule

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| 1 | Ch. 18 – Endocrine  Bluedoor Quizzes Mandatory  Mastering A and P Optional  <http://hccs.edu/biologylabs>  <http://swc2.hccs.edu/lifesci0607/> | Lab safety, rules &regulations;  Lab exercise: Endocrine System  [**apps.bluedoorlabs.com**](http://www.apps.bluedoorlabs.com) |
| 2 | Ch. 18 – Endocrine  Bluedoor Quizzes –Endocrine System  Mastering A and P for Chapter 18 | Endocrine System  Lab Exercise: Blood |
| 3 | Ch. 19 – Blood  Ch. 20 – Heart  Bluedoor Quizzes  Mastering A and P for Chapters 19 and 20 |  |
| 4 | Ch. 20 – Heart  Mastering A and P for Chapters 19 and 20  **Exam #1 – Ch 18-20 (9/19/13)** | Lab exercise: Heart |
| 5 | Ch. 21 – Blood Vessels  Mastering A and P for Chapter 21 | Cardiovascular Lab  Lab exercise: Blood Vessels |
| 6 | Ch. 21/22 – Blood Vessels, Lymphatic System  Mastering A and P for Chapter 21 | Lab exercise Blood Vessels |
| 7 | Ch. 22 – Lymphatic System  Mastering A and P for Chapters 22 and 23 | Respiratory System -  Lab exercise: Lymphatic System  Pre-lab exam |
| 8 | Lymphatic system and Ch. 23 – Respiration  Bluedoor Quizzes  Mastering A and P for Chapters 22 and 23 | **Lab Exam I (10/14/13)**  Lab exercise: Respiratory System |
| 9 | **Exam #2 – Ch 21- 23 (10/24/13)**  Ch. 24 Digestive  Bluedoor Quizzes  Mastering A and P Quiz | Lab exercise: Respiration and  Digestion |
| 10 | **Midterm exam 10/31/13 Chapter 18-23**  Ch. 24 Digestive  Bluedoor Quizzes  Mastering A and P Quiz for Chapter 24 | Digestive System Lab |
| 11 | Ch. 25 Nutrition/26 – Urinary  Bluedoor Quizzes  Mastering A and P Quiz Chapter 25 | Lab exercise:  Urinary system |
| 12 | Ch. 26 Urinary  Bluedoor Quizzes  Mastering A and P for Chapter 26 | Male Reproductive system  Blue door lab exercise |
| 13 | Ch. 26 Urinary/Water balance  Bluedoor Quizzes  Mastering A and P | Female Reproductive lab  Blue door lab exercise |
| 14 | Ch. 27 – Water Balance  Mastering A and P  **Exam #3 - Ch 24-27 (11/28/13)** | Pre-Lab final practice |
| 15 | Ch. 28 , 29– Reproduction/Development  Bluedoor quizzes  Mastering A and P for Chapter 28-29 |  |
| 16 | **Exam #4 1212/13- Ch 28,29**  **Dept Exam**  Exam 4th and Dept exam on the same day. | **Lab exam II**  **12/10/13** |

**THE INSTRUCTOR RESERVES THE RIGHT TO CHANGE THE CONTENT SCHEDULE BASED ON THE NEEDS WITH ADVANCED NOTICE TO THE CLASS.**

All Lecture exams will be on lecture days and lab exams on lab days.

Bluedoor Online Resources will be utilized for chapter and laboratory assessments/quizzes.

BLUEDOOR ASSESSMENTS/QUIZZES ARE REQUIRED. THE FIRST SET IS DUE ON/AT THE FIRST WEEK. ALL OTHER ASSESSMENTS/QUIZZES WILL BE DUE ON A SET DATE AT THE END OF THE CHAPTERS. ONE ATTEMPT ONLY AND NO RESETS. LAB EXERCISES WILL BE SUBMITTED FOR EVALUATION.

Our classroom management system is Eagle Online, the HCC specific depository to course content. This site will include direct links to the Bluedoor assessments and online lab manual. Note that you will not be able to log into the website (Eagle Online) until the beginning of the semester.

**Class Calendar by Date:**

Week 1--------------------8/26-31

Week 2--------------------9/1-7 **Sept 2 Labor day holiday**

Week 3--------------------9/8-14

Week 4--------------------9/15-21

Week 5--------------------9/22-28

Week 6--------------------9/29-10/5

Week 7--------------------10/6-12

Week 8--------------------10/13-19

Week 9--------------------10/20-26

Week 10------------------10/27-11/2

Week 11------------------11/3-9 **Nov 1nd last day of withdrawal**

Week 12------------------11/10-16

Week 13------------------11/17-23

Week 14------------------11/24-30 **Nov 28-Dec 1st Thanksgiving holidays**

Week 15------------------12/1-7

Week 16------------------12/8-14 **Final exams**

Instruction Methods:

The primary focus of the course will be on instructor lectures including illustrations, animations, and group activities and assigned textbook readings. Lecture material will correspond to the topics covered in the required textbook, but your instructor may include more detail on certain topics. Topics and concepts covered during lecture or included in the assigned reading will be included in exams.

Laboratory sessions will include exercises from a required laboratory manual (Anatomy and Physiology by Keating and Wiersema or online lab).  
  
 Lecture may be included during lab sessions to clarify or detail concepts.

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| Student Assignments: | Students are required to read assigned chapters and to complete chapter and atlas Quizzes. Clinical correlation/critical thinking assignment will also be assigned during the semester.  Additional announced and unannounced quizzes during lecture or lab may be conducted throughout the semester. |
| Student Assessments: | Students will be assessed via lecture and laboratory examinations, chapter quizzes, clinical correlation/critical thinking questions and comprehensive final lecture and lab examinations. Additionally, there is a required Final Exit examination at the end of the semester. |
| Instructional Materials: | Textbook:  HCCS PACKAGES - Fundamentals of Anatomy & Physiology: Ninth Edition, Martini et al., Benjamin Cummings, New York, NY, 2012.  Hardbound - MARTINI ISBN# 1256112291  "BINDER" BOUND - MARTINI ISBN# 1256134317  Lab book: Online lab Manual  Web Resources: MasteringAandP (free with purchase of new required textbook; used books will require you to purchase a MasteringAandP account)  Lab book:  Bluedoor lab manual  Web resources:  HCC-SW departmental website |

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| HCC Policy Statement: ADA | 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  5407 GulftonHouston, Texas 77081Phone: 713-718-7909Fax: 713-718-7781TTY: 713-718-7909 |
| HCC Policy Statement: Academic Honesty | 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. |
| HCC Policy Statement:  Student attendance,  3-peaters, withdrawal  deadline | **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.  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 student’s responsibility to amend their professional/personal schedule to meet the provided class schedule.  **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**  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 request for withdrawal from any course. Students will be required to formally request a drop from their instructors prior to the administrative drop date deadline (**SEE HCCS CALENDAR)**. 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).  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 |

**Instructor Requirements:**

**Basic requirements**

Students should be on time for class and be prepared with required materials including textbook and lab manual. Full class attendance is required including lecture and lab portions. Full attention during lecture and lab is required.

**Phones/electronic devices**

Absolutely no phone or other personal electronic devices are to be used during class (lecture and lab). This includes making or taking a call, reviewing messages, texting, playing games, checking email, surfing the web, anything that involves a phone or other personal electronic device. If your work or family situation requires that you be available via phone, your phone can be on vibrate mode and you can take the call during our regular scheduled breaks or you can exit the class to review the call. Notify your friends, family, employers, and anyone else who regularly contacts you that you will be in class and that you should be contacted only when necessary. The taking of calls during class is not only disruptive but it is also discourteous to classmates and the instructor. STUDENTS MAY NOT HANDLE CALLS DURING EXAMS.

**Testing procedures**

Be sure to arrive early for your examinations. There are time limits for exams. You will not be given extended time for testing if you arrive late.

Entering and exiting the lecture room or lab room is not permitted once exams have begun. Please be sure to use bathroom before or after examinations.

**Deportment**

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. Students with such behavior will be given warning and if still disruptive behavior continues, second warning will include dismissal from the class that day by the instructor or by police.

**Lab policy**

Lab safety is stated in lab manual. Lab rules and regulations will be discussed during the first lab and will be adhered to at all times. Each student is responsible for cleaning up after labs, this includes glassware, utensils, specimens/models and other material used during lab time (no, cleanup is not covered by your lab fees).

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| Program/Discipline Requirements | 2402 Exit Exam |
| HCC Grading Scale: | A = 90-100%  B = 80-89%  C = 70-79%  D = 60-69%  F = less than 60% |

Instructor Grading Criteria:

Students must adhere to testing schedule. Failure to take a test (lab or lecture) will result in a “0” for the missed exam. Exceptions include work, family, or personal (health) emergency, and must be properly documented prior to any make-ups.

Only one make-up exam per semester is allowed (with proper documentation) and must be arrange with instructor ASAP. There is no repeating of examinations or “dropping” of lowest grade/s.

**Examination format**

Lecture exams will include multiple choice questions and essay/short answer questions.

Lab exams will include identification, labeling and short answers reviewing anatomical models and specimens.

**Grade Calculation**

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| Lecture Exam 1 | 100 pts |
| Lecture Exam 2 | 100 pts |
| Lecture Exam 3 | 100 pts |
| Lecture Exam 4 | 100 pts |
| Midterm Exam | 100 pts. |
| Class Quizzes/group activities | 100 pts |
| Critical Thinking questions  Project and Seminar (topics will be given during semester)  Bluedoor Quizzes | 50 pts  50 pts  50 pts |
| Lab Exam 1 and completed labs | 100 pts (100 lab exam +50 blue door lab exercises) |
| Lab Exam 2 and completed labs | 100 pts (100 lab exam +50 bluedoor lab exercises) |
| Dept. Exit Exam | 100 pts. |
| **Final Score** | 1150 pts |

**Important Dates**

Instruction Ends December 8

Final lecture exam Dec 9-15

Last Day to Withdraw Nov 1

Scoring Rubric:

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| **Objective** | **Learning Method** | **Resources** | **Evaluation** |
| 1. Students will be able to understand and apply the principals of homeostasis and the use of feedback loops.  ***PSLO\* #1*** | * Reading lab manual * Lecture attendance * Reading course textbook * Interactive digital exercises * Case studies | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies |
| 2. Students will be able to evaluate information and create conclusions based on their knowledge of membrane transport.  ***PSLO#1*** | * Lecture attendance * Reading course textbook * Interactive digital exercises | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies |
| 3. Students will be able to apply their knowledge of muscle function.  ***PSLO#1*** | * Reading lab manual * Lecture attendance * Reading course textbook * Interactive digital exercises | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies * Laboratory practical |
| 4. Students will be able to apply their knowledge of skeletal system and its functions.  ***PSLO#1*** | * Reading lab manual * Lecture attendance * Reading course textbook * Interactive digital exercises | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies * Laboratory practical |

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| **Objective** | **Learning Method** | **Resources** | **Evaluation** |
| 5. Students will be able to understand and apply their knowledge of changes in polarity on membrane potential.  ***PSLO#1*** | * Lecture attendance * Reading course textbook * Interactive digital exercises | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies |
| 6. Students will be able to apply and demonstrate their knowledge concerning reflex arcs  ***PSLO#s 1 and 2*** | * Reading lab manual * Lecture attendance * Reading course textbook * Interactive digital exercises | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies * Laboratory practical |
| 7. Students will be able to apply the knowledge gained in lab utilizing anatomical models, physiological experiments, histological slides and the compound light microscope.  ***PSLO#2*** | * Reading lab manual * Lecture attendance * Reading course textbook * Interactive digital exercises * Classroom management system | * Textbook * Textbook-related Internet resources * Laboratory manual * Literature searches | * Exams- written and oral * Class participation exercises * Quizzes * Open-ended case studies * Laboratory practical |
| 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.  ***PSLO#3*** | * Interactive digital exercises * Classroom management system * Internet | * Textbook-related Internet resources | * Pre-class tests * Post-class tests * Quizzes |

\*PSLO= Program Student Learning Outcomes