Professor: Dr. Jyoti R. Wagle  
Biology Department  
Houston Community College - Central Campus  
Fall Semester 2015 (CRN 70442)

BIOL 2402 – Human Anatomy & Physiology (Part II)

Tuesday 11:30-2:30 Lecture (LHSB 315)  
Thursday 11:30-2:30 Lecture/Lab (LHSB 316)

Instructor Information:  
Email: jyoti.wagle@hccs.edu  
Telephone: 713–718–2541  
Learning web site: http://learning.hccs.edu/faculty/jyoti.wagle  
Office location and hours: My office is in LHSB 401. Please go to LHSB 402, the science office, and ask the assistant to call my extension. My office hours are Tuesday 2:30-4:00 and Thursday 9:30-11:00. Please feel free to contact me for alternative time.

Prerequisites: Human Anatomy & Physiology (Part I).

Instructional Materials
1. Fundamentals of Anatomy & Physiology  
   by Martini, Nath & Bartholomew, 10th edition, Benjamin Cummings Publishers, 2015

2. Human Anatomy & Physiology II Lab Manual  
   by Dr. Jyoti R. Wagle, Third edition, 2013.  
   Available only at HCC bookstore located on Central Campus (1300 Holman)

   *Optional but highly recommended for this robust course. It is available only at HCC bookstore located on Central Campus (1300 Holman)

4. Eagle online (EO 2.0) section is available on the first day of the semester by going to: http://eo2.hccs.edu

5. Lab review pages for 24/7 lab review: http://hccs.edu/biologylabs

6. Pearson Mastering (www.pearsonmastering.com) where you will complete mandatory graded assignments that will help you review chapter information.

**Course Goals & Description**
The objective of this course (Part II) is to give those of you going into health sciences a basic knowledge of Human Anatomy & Physiology. Topics studied here are the seven systems: endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems.

**Weekly Reading Schedule and Exam Dates**
*The instructor reserves the right to make changes in this syllabus to accommodate unforeseen circumstances. You will be informed of these changes within reasonable time period*

<table>
<thead>
<tr>
<th>WEEK</th>
<th>Topic/Exams</th>
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| 8/24 | Organization session  
The endocrine system |
| 8/31 | Endocrine continued... |
| 9/7  | The cardiovascular system: The blood |
| 9/14 | The cardiovascular system: The heart |
| 9/21 | Mastering Assignment-Chap. 18, 19 & 20–11:55 PM, Sept 21st  
1st lecture exam, Sept 22nd  
The cardiovascular system: Vessels and routes |
| 9/28 | The lymphatic system and immunity |
| 10/5 | The lymphatic system......Contd |
| 10/12| Mastering Assignment-Chap. 21, 22–11:55 PM, Oct 12th  
2nd lecture exam, Oct 13th  
The respiratory system |
| 10/19| The digestive system  
1st Lab exam & Lab manual due, Oct 22nd |
| 10/26| The digestive system contd....  
*Last date to withdraw: 4:30 pm, Friday, October 30th* |
| 11/2 | Metabolism |
| 11/9 | Mastering Assignment-Chap. 23, 24 & 25–11:55 PM, Nov 9th  
3rd lecture exam, Nov 10th  
The urinary system |
| 11/16| Fluid, electrolyte, acid-base dynamics |
| 11/23| The reproductive system |
| 11/30| The reproductive system; Development  
2nd Lab exam & Lab manual due, Dec 3rd |
| 12/7 | Mastering Assignment-Chap. 26, 27, 28 & 29–11:55 PM, Dec 7th  
4th lecture exam and mandatory Departmental Final Comprehensive Exam, 11:30 AM, Dec 8th |
Student Learning Outcomes and learning objectives

- Students will be able to analyze the circulatory systems (including lymphatic and immune systems) and their components.
- Students will be able to understand hormonal control of body systems and homeostasis.
- Students will be able to analyze the histology; gross anatomy and the physiology of the respiratory and urinary systems applying the structural and physiological linkage of these systems with the cardiovascular system.
- Students will be able to analyze, understand and explain the structure and function of the digestive system correlating it with metabolism.
- Students will be able to analyze and evaluate the structure, function and regulation of the reproductive system.
- Students will be able to apply the knowledge gained in lab utilizing anatomical models and physiology experiments.
- Students will utilize online interactive evaluation tools to gauge their understanding of key anatomical and physiological concepts prior to lecture/examinations/quizzes where applicable.

Instructional Methods

This is a lecture - lab course.
Through Eagle online for this course, I provide a plethora of study tools. For lecture part of this course, you have access to chapter outlines, PowerPoints, short 1-5 minutes lecture audio files, animations, flashcards, puzzles and practice quizzes for each chapter. Due to the robust nature of this course, there is also a study guide that is highly recommended (refer to the first page for more details).
For lab, I have created a check list for each lab exam and posted on Eagle online. Please print a hard copy and bring to the lab class along with your lab manual. I have also created extensive lab study pages (http://hccs.edu/biologylabs). These will help you review the lab material including cat dissections. During lab, you will be working in groups to study microscope slides, models, and cat dissection.

Student Responsibility

For this lecture-lab course, I recommend that you study the material by using the study guide, read the textbook, and go through the study tools provided to you through Eagle Online. We will work on the lab exercises in the lab. You are responsible for completing the pre-labs and the lab reports in a timely manner. You can access lab check-list posted in Lab Help Unit of Eagle Online and lab study pages using a computer at home or through Science Computer Lab (LHSB 413).
The publishers have posted practice quizzes on each chapter and you will complete mandatory assignments on Pearson’s Mastering site.

Grading

You will take lecture and lab exams to determine how successful you are at achieving the mastery of course content and skills. You will also complete assignments on Pearson Mastering website that will help you review the chapter information. For additional resources such as on-campus tutoring, online tutoring and open lab review sessions please check on Eagle Online.
<table>
<thead>
<tr>
<th>Exams and Quizzes</th>
<th>Grading Scale</th>
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<tbody>
<tr>
<td>5 exams (out of 6 lecture/lab exams)</td>
<td>500 points</td>
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<tr>
<td>Dept. Comprehensive Final Exam</td>
<td>20 points</td>
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<tr>
<td>Lab reports (25+25)</td>
<td>50 points</td>
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<tr>
<td>Mastering A&amp;P Score</td>
<td>50 points</td>
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<tr>
<td>Total:</td>
<td>620 points</td>
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1. Lecture exams will consist of multiple-choice, true-false, matching, and short answer questions. Use textbook, study guide and Chapter Help on Eagle Online to access outlines and other study tools.

2. Lab exams will be practical exam where stations will be set up in the lab. You will move from station to station answering specific questions. Use the Lab Help link on Eagle online to access check list and digital images of lab material (http://hccs.edu/biologylabs).

3. All lecture and lab exams are of equal credit (100 points each).

4. There are extra credit questions in each lecture/lab exam. However, only a maximum of 100 points will be given on any exam.

5. A maximum of two hour period will be allowed to complete any lecture or lab exam.

6. If, for whatever reason, you are late for a lecture or a lab exam, you will be allowed to take the exam as long as nobody else has completed the exam and left the room. Also, you will get only the remaining time to take your exam.

7. If you take all 6 lecture and lab exams, one exam (lecture or lab) with the lowest score will be dropped at the end of the semester.

8. If, for whatever reason, you miss one exam, that exam will automatically become your drop exam.

9. If, for whatever reason, you miss a second exam, it will be counted as a zero score.

10. **PLEASE DO NOT ASK TO TAKE EARLY EXAM OR A MAKE-UP IF YOU MISSED OR MESSED UP AN EXAM.**

11. You will also take a mandatory departmental final lecture exam at the end of the semester.

12. You will be using Mastering A&P for this course (**www.pearsonmastering.com**) that is provided by the publisher of your textbook. On this website, you will get assignments that are linked to the course SLOs.

   If you have purchased a new textbook through HCC bookstore, then the code is included in the book.

   Otherwise you will need to purchase the code for Pearson’s Mastering.

   You will also need the course code: **To be given in class & on EO2**

13. All grades will be posted on Eagle Online as soon as the exams are graded. The exams will also be available for you to review, in class, during the following class period. No one will be allowed to take the exams out of the room. After reviewing, exam copy must be returned to me immediately.

14. In lab, you are encouraged to work in groups. However, you are responsible for your own lab reports. You must answer the questions in the lab report soon after the exercise is completed. Although you are allowed to discuss the answers with others, no copied answers will be accepted or graded. Please do not lend your lab manual or borrow a lab manual to copy answers.

15. **Lab reports will be graded only during the lab exams.**
Course Policies
1. Textbook and lab manual are required. Study guide is highly recommended.
2. Once you are registered in the course, you will be required to access Eagle Online (EO) (http://eo2.hccs.edu) weekly to access study tools, grades and emails.
3. Class attendance is mandated by the state. Attendance will begin on the first day of the semester and will be given only if you attend full class period. Coming late to the class or leaving early for whatever reason, is considered as disruption and no attendance will be given for that day. More than four unexcused absences may result in an administrative withdrawal. You are responsible for everything covered or announced during your absence.

If you stop attending the course or do not participate in the assessment, you are still responsible for withdrawing from the course before the withdrawal deadline (4:30 pm, Friday, October 30th). Failing to do so can result into an F grade at the end of the semester.
4. To avoid disruption in the class, all pagers and cell phones must be set on the silent mode. Children or anybody who is not officially registered in the course would not be allowed in the class. Eating, drinking, or smoking is NOT allowed in the class. No recording is allowed as per college rules.
5. You must read the laboratory safety rules before doing any of the lab exercises. The release form must be signed during the first lab session.
6. All grades will be posted on your Eagle online and can be accessed 24/7.

HCC Policy Statement - ADA
Services to Students with Disabilities
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. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.
For questions, please contact Donna Price at 713.718.5165 or the Disability Counselor at your college. To visit the ADA Web site, please visit www.hccs.edu then click Future students, scroll down the page and click on the words Disability Information.
Central ADA Counselors – Martha Scribner – 713.718.6164

HCC Policy Statement: Academic Honesty
A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The professor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the professor has teaching, grading, and enforcement roles. You are expected to be familiar with the College's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. 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.

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)

HCC Policy Statements

Participating regularly is the best way to succeed in this class. Research has shown that the single most important factor in student success is attendance. Class attendance is checked, tracked, and reported to the business office. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.

HCC Course Withdrawal Policy

Beginning Fall 2007, the State of Texas imposes penalties on students who drop courses excessively. Students are limited to no more than SIX total course withdrawals throughout their educational career at a Texas public college or university.

To help you avoid having to drop/withdraw from any class, contact your DE professor regarding your academic performance. You may also want to contact your DE counselor to learn about helpful HCC resources (e.g. online tutoring, child care, financial aid, job placement, etc.).

How to Drop

- If a student decides to drop or withdraw from a class upon careful review of other options, the student can drop online prior to the deadline through their HCC Student Center.
  https://hccsaweb.hccs.edu:8080/psp/csprd/?cmd=login&languageCd=ENG
- HCC and/or instructors may drop students for excessive absences without notification (see Class Attendance below).
- Students should check HCC’s Academic Calendar by Term for drop/withdrawal dates and deadlines:
  http://www.hccs.edu ➔ Current Students ➔ Calendar-Academic ➔ Select specific semester.
  Classes of other duration (mini-term, flex-entry, 8-weeks, etc.) may have different final withdrawal deadlines. Please contact the HCC Registrar’s Office at 713.718.8500 to determine mini-term class withdrawal deadlines.

Class Attendance

As stated in the HCC Catalog, all students are expected to attend classes regularly. Although it is the responsibility of the student to drop a course for non-attendance, the
instructor also has the authority to block a student from accessing Eagle online, and/or to drop a student for excessive absences or failure to participate regularly.

**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.

**Repeat Course Fee**
The State of Texas encourages students to complete college without having to repeat failed classes. To increase student success, students who repeat the same course more than twice, are required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your instructor/counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

**Classroom Behavior**
As your professor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your professor takes this responsibility very seriously and will inform members of the class if their behavior makes it difficult for him/her to carry out this task. As a fellow learner, you are asked to respect the learning needs of your classmates and assist your professor achieve this critical goal.

**Use of Course Contents**
As a student active in the learning community of this course, it is your responsibility to be respectful of the learning tools provided to you by your professor. To show respect, you will not copy or share the contents with others unless you receive permission from the professor.