



HOUSTON COMMUNITY COLLEGE (CENTRAL)
Anatomy & Physiology I Lab/BIOL 2101 / COURSE# 34011
Fall 2017 - Regular Semester

INSTRUCTOR CONTACT INFORMATION

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WELCOME TO

Course Title: Anatomy & Physiology I Lab Semester and Year: Fall 2017
Course Prefix: BIOL 2101
Course Number: 34011 Class Days & Times: MW - 6:00p - 7:20p
Credit Hours: 1 SCH Room # LHSB 312

Prerequisites:

You should have already completed or concurrently enrolled in BIOL 2301 lecture course.

Instructional Materials

Human Anatomy & Physiology I Lab Manual by Dr. Jyoti R. Wagle, 7th edition,

Canvas online section for this course is available by going to: <http://eagleonline.hccs.edu>

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

Free tutoring is offered by HCC at several campuses. For locations and timings, go to:
<http://www.hccs.edu/district/students/tutoring>.

Course Goals & Description

The objective of this course is to give students going into health sciences a basic lab knowledge of Human Anatomy & Physiology. Topics include anatomical terminology, tissues, and four organ systems (Integumentary, Skeletal, Muscular and Nervous) that make up human body.

COURSE OVERVIEW

Course Description:

Anatomy and Physiology I Lab is the laboratory portion of Anatomy and Physiology I. It is a study of the structure and function of the human body including the following systems: integumentary, skeletal, muscular, and nervous systems.

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
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):

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

	Date	Schedule Overview for Semester
1	Mon, Aug 28 Wed, Aug 30	Introduction; Syllabus Lab Safety & Procedures (Lab Ex. 1)
2	Mon, Sept 4 Wed, Sept 6	Labor Day - No Class Human Body Organization (Lab Ex. 2)
3	Mon, Sept 11 Wed, Sept 13	Anatomical Terminology (Lab Ex. 3) The Microscope and the Cell (Lab Ex. 4)
4	Mon, Sept 18 Wed, Sept 20	The Tissues (Lab Ex. 5) The Integumentary System: Skin layers (Lab Ex. 6)
5	Mon, Sept 25 Wed, Sept 27	Review Lab Exam 1 (Exercises 1-6)
6	Mon, Oct 2 Wed, Oct 4	The Skeletal System: Basic Information (Lab Ex. 7) The Skeletal System: Axial (Lab Ex. 8)
7	Mon, Oct 9 Wed, Oct 11	The Skeletal System: Axial (Lab Ex. 8) The Skeletal System: Appendicular (Lab Ex. 9)
8	Mon, Oct 16 Wed, Oct 18	The Skeletal System: Appendicular (Lab Ex. 9) Joints (Lab Ex. 10)
9	Mon, Oct 23 Wed, Oct 25	Muscles of the Body (Lab Ex. 11) Muscles of the Body (Lab Ex. 11)
10	Mon, Oct 30 Wed, Nov 1	Review Lab Exam 2 (Exercises 7-11)

11	Mon, Nov 6 Wed, Nov 8	The Brain and Cranial Nerves: (Lab Ex. 12) The Brain and Cranial Nerves: (Lab Ex. 12)
12	Mon, Nov 13 Wed, Nov 15	Spinal Cord, Spinal Nerves & Reflexes (Lab Ex. 13) Spinal Cord, Spinal Nerves & Reflexes (Lab Ex. 13)
13	Mon, Nov 20 Wed. Nov 22	The General Senses (Lab Ex. 14) The General Senses (Lab Ex. 14)
14	Mon, Nov 27 Wed, Nov 29	Special Senses (Lab Ex. 15) Special Senses (Lab Ex. 15)
15	Mon, Dec 4 Wed, Dec 6	Review Lab Exam 3 (Exercises 12 -15)
16		

NO EATING OR DRINKING OR SMOKING IN LABORATORY: No food or drinks are allowed in the laboratory. In addition, no smoking is allowed.

QUESTIONS/PROBLEMS: Please make sure that if you have any questions or problems at any time, that you first contact me as soon as possible. The worst thing you can do is wait to contact me or to not take advantage of the resources available to you. By taking an active part in your education, you will make your academic experience much more rewarding and exciting!!

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 near the end of the term, 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 department chairs for continual improvement of instruction. Go to www.hccs.edu/egls3 for more information.

GRADE DETERMINATION:

Students will be required to successfully complete the following, according to the HCC grading scale.

Lab Practical Exam 1: Seventy-five (75) fill-in identification questions scattered about 25 stations. They will cover Exercises 1, 2, 3, 4, 5, & 6. Each correct answer is worth one point for a total of 75 points. Partial credit will be given.

Lab Practical Exam 2: Seventy-five (75) fill-in identification questions scattered about 25 stations. They will cover Exercises 7, 8, 9, 10 & 11. Each correct answer is worth one point for a total of 75 points. Partial credit will be given.

Lab Practical Exam 3: Seventy-five (75) fill-in identification questions scattered about 25 stations. They will cover Exercises 12, 13, 14 & 15. Each correct answer is worth one point for a total of 75 points. Partial credit will be given.

Lab Reports There will be 15 lab reports, each worth as much as 5 points for a total of 75 points. The percentage of correct answers for each report (including Pre-labs) will be multiplied by 5 to determine the grade for each report.

For example: You answered 90 correct question out of the 100 questions asked.

$90/100 = 90\%$

$90\% \times 5 = 4.5$ points for the lab report

Letter Grade Assignment: There is a total of 300 points to be earned during the semester.

HCC Grading Scale

Final Grade Percentage	Final Grade	Points Earned
90 - 100	A	268.5 - 300
80 - 89	B	238.5 - 268.4
70 - 79	C	208.5 - 238.4
60 - 69	D	178.5 - 208.4
0 - 59	F	0 - 178.4

FX (Failure due to non-attendance)

REPEATING COURSES (THREE-PEAT RULE)

As a result of recent Texas legislative changes, please be advised that HCC is charging additional tuition for students who enroll in the same class three or more times at HCC. While it is the hope of HCC that students will be successful in their first attempt at classes, we realize that life demands, academic struggles, and other issues may result in students needing to take the same class more than once. Speaking with an advisor will help you develop student success skills, improving your overall academic performance. If a student repeats a course in which a grade (A-F) has been received, the highest grade received at HCC is the permanent grade for the course and will be used in computing the GPA. All grades earned in a given course will be reflected on the transcript. Other colleges may compute the GPA differently than HCC.

COURSE WITHDRAWALS (6-Drop Rule)

Students must withdraw by the withdrawal deadline in order to receive a "W" on a transcript. Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online Academic Calendar, any HCC Registration Office, or any HCC advisor to determine class withdrawal deadlines.

Be certain you understand HCC policies about dropping a course and consult with a counselor/advisor to determine if withdrawing is in your best interest. It is your responsibility to withdraw officially from a class and prevent an "F" from appearing on your transcript. Senate Bill 1231 limits the number of W's a student can have to 6 classes over the course of their entire academic career. This policy is effective for students entering higher education for the first time in fall 2007 and subsequent terms. Withdrawals accumulated at any other Texas public higher education institution count toward the 6 course total. Withdrawals for certain circumstances beyond the students control may not be counted toward the 6-drop limit.

In addition, withdrawing from a course may impact your financial aid award or eligibility. Contact the Financial Aid Office or website to learn more about the impact of withdrawing on financial aid.

HCCS IS COMMITTED TO YOUR SUCCESS

Early Intervention Program and Services

Your success is our primary concern! If you are experiencing challenges achieving your academic goals, please contact your instructor or an early intervention coach. We can provide assistance with academic needs, ADA accommodations, classroom difficulties, financial concerns, and other issues.

Tutoring

HCCS provides free online tutoring for all HCC students. Go to www.hccs.askonline.net; use your own e-mail address; choose a username and password you will remember; put your HCC student ID number in the Comment Box.

Counseling Services

Counseling services are available to students who are experiencing difficulty with academic issues, selection of college major, career planning, disability accommodations, or personal issues.

TENTATIVE INSTRUCTIONAL OUTLINE: The Instructor reserves the right to change the instructional outline if needed. Students will be informed in a timely manner of any changes.

ADDITIONAL INSTRUCTOR AND INSTITUTIONAL POLICIES

ACADEMIC INTEGRITY

This instructor is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Failure to uphold these standards includes, but is not limited to, the following: plagiarizing written work or projects, cheating on exams or assignments, collusion on an exam or project, and misrepresentation of credentials or prerequisites when registering for a course. Cheating includes looking at or copying from another student's exam, orally communicating or receiving answers during an exam, having another person take an exam or complete a project or assignment, using unauthorized notes, texts, or other materials for an exam, and obtaining or distributing an unauthorized copy of an exam or any part of an exam. Plagiarism means passing off as his/her own the ideas or writings of another (that is, without giving proper credit by documenting sources). Plagiarism includes submitting a paper, report, or project that someone else has prepared, in whole or in part. Collusion is inappropriately collaborating on assignments designed to be completed independently. These definitions are not exhaustive. When there is clear evidence of cheating, plagiarism, collusion, or misrepresentation, disciplinary action may include but is not limited to requiring you to retake or resubmit an exam or assignment, assigning a grade of zero or "F" for an exam or assignment; or assigning a grade of "F" for the course. Additional sanctions including being withdrawn from the course, program or expelled from school may be imposed on a students who violate the standards of academic integrity.

STUDENT BEHAVIOR EXPECTATIONS

Students are expected to conduct themselves appropriately while on College property or in an online environment. The instructor would institute established HCCS disciplinary action. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom. Please refer to the HCC Student Handbook.

AMERICANS WITH DISABILITIES ACT STATEMENT

HCCS is dedicated to providing the least restrictive environment for all students. We promote equity in academic access through the implementation of reasonable accommodations as required by the Vocational Rehabilitation Act of 1973, Title V, Section 504 and the Americans with Disabilities Act of 1990 (ADA) which will enable students with disabilities to participate in and benefit from all post-secondary educational activities.

If you require reasonable accommodations because of a physical, mental, or learning disability, please contact the Counseling Office to obtain the necessary information to request accommodations. Upon completion of this process, please notify your instructor as soon as possible and preferably before the end of the first two weeks of class to arrange for reasonable accommodations.

COMPUTER VIRUS PROTECTION

Computer viruses are, unfortunately, a fact of life. Using removable devices on more than one computer creates the possibility of infecting computers and diskettes with a computer virus. This exposes the computers of the college, your personal computer, and any others you may be using to potentially damaging viruses. The college has aggressive anti-virus procedures in place to protect its computers, but cannot guarantee that a virus might not temporarily infect one of its machines. It is your responsibility to protect all computers under your control and use and ensure that each diskette you use, whenever or wherever you use it, has been scanned with anti-virus software. Since new viruses arise continually, your anti-virus software must be kept current. And, since no anti-virus software will find every virus, keeping backup copies is extremely important.

EQUAL OPPORTUNITY STATEMENT

It is the policy of the HCCS to provide equal employment, admission and educational opportunities without regard to race, color, creed, national origin, gender, age, veteran's status, sexual orientation, or disability.

FERPA

The academic, financial and non-directory information on your student account is confidential and protected by the Family Educational Rights & Privacy Act (FERPA). We cannot release certain information to another person without your written authorization. Further information regarding Student Records and FERPA can be found at; <http://www.hccs.edu/district/about-us/procedures/student-rights-policies--procedures/>

TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.

Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.

It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations.

Log in to: www.edurisksolutions.org . Sign in using your HCC student e-mail account, then go to the button at the top right that says **Login** and enter your student number.