

HOUSTON COMMUNITY COLLEGE SOUTH EAST CAMPUS
Felix Fraga Academic Campus
BIOL 2402 – Anatomy & Physiology II, Spring 2012, Second Start
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TEXTBOOK: *Anatomy & Physiology*, Ninth Edition, Martini, et al,
Benjamin/Cummins Publishing Co., 2012

LAB MANUAL: *Human Anatomy & Physiology 2402 Lab Manual*, Jyoti Wagle et al., Houston Community College System, 2011

CRN: 87035

Mastering A&P Course ID: SP2012PHELPS87035

Lecture: **Wednesday, 1:00pm-5:00pm, RM 230**

Lab: **Monday, 1:00pm-5:00pm, RM 225**

Always bring your lab manual and textbook to the lab

COURSE DESCRIPTION: Topics studied here are the systems, i.e., endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. The course is designed to give the students the basic knowledge of human anatomy and physiology, especially those entering applied health sciences.

STUDENT LEARNING OUTCOMES (SLOs):

1. Students will be able to analyze the circulatory systems (including lymphatic and immune systems) and their components.
2. Students will be able to understand hormonal control of body systems and homeostasis.
3. 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.
4. Students will be able to analyze, understand and explain the structure and function of the digestive system correlating it with metabolism.
5. Students will be able to analyze and evaluate the structure, function and regulation of the reproductive system.
6. Students will be able to apply the knowledge gained in lab utilizing anatomical models and physiology experiments.
7. Students will utilize online interactive evaluation tools to gauge their understanding of key anatomical and physiological concepts prior to lecture/examinations/quizzes where applicable.

COURSE SCHEDULE: Please note that exam dates are tentative

Week 1

2/13 Introduction, Ch. 18 "The Endocrine System"

2/15 Ch. 19 "Blood"

Week 2

2/20 No Class- Presidents Day

2/22 Ch. 20 "The Heart"

Week 3

2/27 Lab 1 "The Endocrine System", Lab 2 "The Blood"

2/29 **Exam I- Ch. 18, 19;** Ch. 20 "The Heart" cont.

Week 4

3/5 Lab 3 "The Heart", Lab 4 "Electrocardiography"

3/7 Ch. 21 "Blood Vessels and Circulation"

Week 5

3/12 Spring Break!!!

3/14 No Class

Week 6

3/19 Lab 5 "Blood Vessels"

3/21 **Exam II- Ch. 20, 21;** Ch. 22 "The Lymphatic System and Immunity"

Week 7

3/26 Ch. 22 "The Lymphatic System" cont., Lab 6 "The Lymphatic System"

3/28 Ch. 23 "The Respiratory System"

Week 8

4/2 Lab 7 "The Respiratory System", Lab 8 "Pulmonary Function"

4/4 Ch. 24 "The Digestive System"

Week 9

4/9 Lab 9 "The Digestive System"; **Lab Exam I (Labs 1-6)**

4/11 **Exam III- Ch. 22, 23;** Ch. 25 "Metabolism and Energetics"

Week 10

4/16 Ch. 26 "The Urinary System"

4/18 Ch. 27 "Fluid, Electrolyte, and Acid-Base Balance"

Week 11

4/23 Lab 10 "The Urinary System, Lab 11 "Urinalysis"

4/25 **Exam IV- Ch. 24, 25, 26;** Ch. 28 "The Reproductive System"

Week 12

4/30 Ch. 28 "The Reproductive System" cont., Lab 12 and 13, "Male and Female Reproductive System"

5/2 Ch. 29 "Development"

FINAL EXAM- May 7- Ch. 27, 28, 29 and CUMULATIVE; Lab Exam II (Labs 7-13)

Success in this course requires consistent hard work. Particularly with the compressed second start schedule, it is imperative that you work hard from the start. My suggestion is that you plan to study 16-20 hours per week.

CONTACT INFORMATION: You can leave a voice mail at (713) 718- 2540 or email me at michael.phelps@hccs.edu (I really prefer email). In your emails, please use the **subject line BIOL 2402**. This will ensure that I answer your email in a timely fashion.

RULES AND REGULATIONS

1. Textbook and lab manual is required. You cannot expect to pass this course without these materials.
2. Full Class attendance is required. More than two unexcused absences may result in an administrative withdrawal. Students are responsible for everything covered during their absence, and it is the student's responsibility to consult with the instructor for make-up assignments.
3. The assigned textbook and laboratory manual reading should be done prior to the class lecture over that material.
4. **NO MAKE-UP EXAMS WILL BE GIVEN.** If you are late for a lecture or a lab exam, you will be allowed to take the exam as long as no one else has completed the exam and left the room. Also, you will get only the remaining time to take your exam.
5. The lecture exams will consist of various types of questions including multiple choice, completion, matching, diagrams, definitions and essays.
6. To avoid disruption in the classroom, all pagers and cell phones must be set on the silent mode. No phone calls may be taken in the classroom. Causing in class disruptions may result in you being asked to leave the class, and may adversely impact your grade.
7. No children are allowed in the laboratory.
8. Eating, drinking, or smoking is NOT allowed in the laboratory.
9. You must read the laboratory safety rules before doing any of the lab exercises.
10. The laboratory safety release form must be signed during the first lab session.
11. Lab reports are an important part of the course and to be handed in at the end of the lab period. Although students work in groups, individual active participation is expected. You are each responsible for the completion of your individual lab report.
12. Grades will be posted during the semester on the Mastering Biology website. You may contact me to find out about your status at any time during the semester. At the end of the semester, your grade will be available on the web (www.getgrades.com) or by telephone after December 23 (1-877-341-4300).
13. **CHEATING IS NOT PERMITTED!!!** If it occurs the student may receive a zero for the exam or a grade of "F" in the course. **Do not expect a second chance if you are caught cheating.**
14. Extra credit opportunities may be given throughout the semester on a class-wide basis. No extra credit assignments will be given to individual students.

SUGGESTED STUDY TIPS FOR AP II.

1. Become excited about biology. You will be learning about how life works, and that's very cool.
2. Always go to lecture and lab.
3. Expect to work hard. This is challenging material and you will have to put in effort to do well in this course. Make a decision to do your best and stick to it.
4. Read the assigned chapters **BEFORE** class. This makes all the difference.
5. If you are having problems, let me know early in the semester.
6. Ask lots of questions. Don't gloss over concepts you don't understand.
7. Read the chapter outline at the end of each chapter.
8. Try to answer the questions at the end of each chapter. If you cannot figure out the answers, be sure email me or ask me during class.
9. Exchange phone numbers with some of your classmates. You may want to form a study group or need to find out about missed classes or assignment.
10. Tutoring will be available **at no cost** to students during the semester. The tutoring schedule will be posted in the classroom. If needed, see the tutor early, not the day before the exam.

EXAMS AND GRADING:

- **Lecture Exams:** There will be a total of five lecture exams (four and a final). Each exam will contain a number (50-70) of multiple-choice questions. Multiple choice questions need to be answered on the scantron. Each exam will also have bonus questions, which can be multiple-choice, fill in the blanks, labeling, definitions and/or short essay. Each lecture exam is weighted the same, including the final. The final exam will have a cumulative portion, **and it is mandatory**. Lecture exams account for 60 percent of your total course grade.
- **On-line Assignments:** 10 percent of your course grade is from online assignments. These may be in the form of quizzes or other activities.
- **Laboratory Reports and Exams:** Lab reports and your participation in lab account for 10 percent of your grade in the course. There will be two lab exams. Each will be worth ten percent.
- **Mastering A&P:** The Mastering AP online extension of your textbook will be used for homework assignments and quizzes, and as such is required. There are many exciting and useful resources available through Mastering AP, so be sure to check them out!
- **Extra credit** assignments may be given during the semester. These will be class-wide assignments. No extra credit assignments will be given to individual students.

GRADE COMPUTATION

Lecture exams	60%
Quiz average	10%
Lab Exams /reports	30%
Total	100%

ISSUANCE OF EXAM GRADES:

Grades will be posted on the Internet as soon as possible via the Mastering AP interface. You are always welcome to contact me through email to inquire about your progress in the course.

IMPORTANT SCHOOL POLICY: HCC Course Withdrawal Policy

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.

To help students avoid having to drop/withdraw from any class, HCC has instituted an Early Alert process by which your professor *may* “alert” you and HCC counselors 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.

If you plan on withdrawing from your class, you **MUST** contact a counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a “W” on your transcript. ****Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines.**

Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a

request to discuss withdrawal options less than a day before the deadline. If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.

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 appropriate Disability Support Service Counselor at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office.

Students who are requesting special testing accommodations must first contact the appropriate DSS Counselor for assistance. Please contact the Distance Education Counselor, Angela Foote at 713-718-7014 or angela.foote@hccs.edu or Carmen Gentry at 713-718-7008 or carmen.gentry@hccs.edu in order to be referred to the appropriate Disability Support Service Counselor. There is a disability office at Central College also located in room 102 SJac. Their number is (713) 718-6164.

Success in this course depends solely on the individual student!

The following are strongly recommended for each student:

- Read and understand all elements of the Syllabus and Student handbooks. Give your instructor both day and evening phone numbers and your e-mail address.
- Read and comprehend the required chapters in the textbook prior to the exams.
- Successfully complete all requirements of this course as outlined in this document.
- Contact your professor if you have any questions regarding any element of the course you do not understand.
- **HINT: Work hard from the beginning of the semester rather than playing a "catch-up" game during the second half of the semester.**

Important Dates	
February 14	Last Day for Drop/add/swap
April 9	Last Day for Administrative and Student Withdrawals (by 12 noon)
March 12-18	Spring Break
May 6	Instruction ends
May 7	Final Examinations
May 18	Grades available to students

Have a GREAT SEMESTER and please remember to contact me if any questions arise!!