

Fall 17 Syllabus: Human Anatomy and Physiology (BIOL 2403 02 Lecture)

INSTRUCTOR: Ms. Volha Minich Phone: 936.294.3244 Office Hours:
Office: Lee Drain Bldg. 147 Email: vxm050@shsu.edu MW: 2-4; TR: 10-12

COURSE LOCATION & TIME: Lee Drain Bldg. 214, TR 5:30 – 6:60

COURSE DESCRIPTION: This course is the first of a two-semester sequence of courses addressing the structure and function of the human body and mechanisms for maintaining homeostasis. Emphasis will be given to aspects relevant to medical science. The first semester will focus on the anatomy and physiology of human cells, tissues and systems including the integumentary, skeletal, muscular and nervous systems. In the laboratory, students will examine human anatomy through histological and skeletal preparations, as well as through dissection of mammals. Physiological lab experiments and/or computer simulation exercises will also be conducted.

PREREQUISITES: Demonstrated college-level readiness in reading, writing, and math.

REQUIRED LECTURE MATERIALS:

1. Access Code: Connect Plus Anatomy and Physiology with LearnSmart; McKinley, O'Loughlin, Bidle. (2nd edition) Publisher: McGraw-Hill Sciences. It has an 18-month access to the e-book and additional resources, including various assignments you will be required to complete. Connect offers a two-week free trial to account for any financial issues that need to be settled early in the semester. Failure to register for these products by the determined due date will result in a zero for all missed assignments with no possibility of a make-up assignment.

Note: you are **NOT** required to buy a hard copy of the book, it is entirely up to you. However, if you really need You can always purchase the loose-leaf version of the text directly from the publisher's website for **\$60** (this includes shipping and handling).

2. Scantrons 882-E (for your exams)

3. Squarecap: this is a response system we will be using during the lecture. First, you "*Sign up*" as a student; then go to "*Manage Subscriptions*" from the menu and follow the instructions to purchase a valid plan for one semester (by using a credit card or buy purchasing the code at the bookstore first). You actually have a courtesy period of 12 days after the signing in to complete the payment.

COURSE POLICIES:

Attendance and Expectations: As University students, I expect you to behave professionally (cell phones off in class, prompt attendance, respect to other students, etc). Lecture attendance is required. You may not leave during the lecture without advance notice (leaving early will result in 0 for that lecture)

Make-up: There will be NO make-up for the in-class quizzes. You will have **5 business days** to make up your test. A valid documentation **MUST** be provided (a doctor's note, a legal notice, a note from the athletic director, etc...). Failure to abide by any one of these attendance policies will result in a zero for the missed exam without the opportunity to take a make-up. The date, time and form of the make-up exam will be decided by the instructor.

Grading: This course has two components, lecture and lab, combined into one overall four-hour course grade.

Exams will be scantron and consist of multiple choice. Students are allowed the entire class time to complete the exam. The Final Exam must be taken on the scheduled date (no early or late final exams allowed). Should an error be made in scoring exams, I must be informed within a week of the time exam grades are posted.

In-class Quizzes will be completed using Squarecap (no make-up)

Connect Assignments are completed through the McGraw Hill Connect system. Connect assignments are time sensitive and must be completed before the due date in order to receive credit. It will consist of 20 - 30 items to assess understanding of material.

Laboratory: Your Teaching Assistant will give you a complete description of lab policies on the first day of lab. Be aware that you may NOT switch sections. You should come prepared for lab on time and bring your new lab manual. Any homework assignments that are collected must be submitted in person and not turned in by proxy (a classmate). In addition, homework is due at the beginning of lab; thus if you are late to lab and do not submit it in time it will not be graded.

The overall grade formula= (Ave Exam x 0.3) + (Ave Class Quizzes x 0.15) + (Ave Connect x 0.25) + (Ave Lab x 0.3)

The overall letter grade for the course is the typical breakdown of the following:

90-100% (A), 80-89% (B), 70-79% (C), 60-69% (D), <60% (F)

ACADEMIC DISHONESTY:

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including but not limited to, cheating on an examination or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

Cell phones must be put on vibrate and put away during class, and absolutely during exams. If your cell phone is out during testing days, then your exam will be taken up and you will receive a "0" for the test.

Assessment	Weighted (%)
Lecture Exams	30
Class Quizzes	15
Connect Assignments	25
Laboratory	30
Total	100%

STUDENT ABSENCES ON RELIGIOUS HOLY DAYS (http://www.shsu.edu/~vaf_www/aps/documents/861001.pdf.)

Section 51.911(b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. Section 51.911 (a) (2) defines a religious holy day as: "a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20..." A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). The instructor will complete a form notifying the student of a reasonable timeframe in which the missed assignments and/or examinations are to be completed.

STUDENTS WITH DISABILITIES POLICY:

It is the policy of Sam Houston State University that individuals otherwise qualified shall not be excluded, solely by reason of their disability, from participation in any academic program of the university. Further, they shall not be denied the benefits of these programs nor shall they be subjected to discrimination. Students with disabilities that might affect their academic performance should register with the Office of Services for Students with Disabilities located in the Lee Drain Annex (telephone 936-294-3512, TDD 936-294-3786, and e-mail disability@shsu.edu). They should then make arrangements with their individual instructors so that appropriate strategies can be considered and helpful procedures can be developed to ensure that participation and achievement opportunities are not impaired.

SHSU adheres to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations for students with disabilities. If you have a disability that may affect adversely your work in this class, then I encourage you to register with the SHSU Services for Students with Disabilities and to talk with me about how I can best help you. All disclosures of disabilities will be kept strictly confidential. NOTE: No accommodation can be made until you register with the Services for Students with Disabilities. <http://www.shsu.edu/dept/academic-affairs/documents/aps/students/811006.pdf>

VISITORS IN THE CLASSROOM:

Only registered students may attend class. Exceptions can be made on a case-by-case basis by the professor. In all cases, visitors must not present a disruption to the class by their attendance. Students wishing to audit a class must apply to do so through the Registrar's Office.

Classroom Rules of Conduct: Cell telephones must be turned off and put away before class begins. Students are prohibited from reading, sleeping, texting, talking at inappropriate times, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive may be reported to the Dean of Students for disciplinary action in accordance with university policy. No audio or visual recording of the lecture may take place without the express written consent form signed by both instructor and student.

Week	Tentative Schedule (subject to change)	Notes
1: 8-24	Class introduction & Ch 1: Science of A&P	
2: 8-29	Harvey	
3: 9-5	Ch 2: Chemistry	
4: 9-12	Ch 4: Biology of the cell	
5: 9-19	Ch 4: Biology of the cell Lecture Exam 1	
6: 9-26	Ch 5: Tissues Ch 6: Integumentary system	
7: 10-3	Ch 7: Skeletal system: structure and function	
8: 10-10	Ch 8: Skeletal system: Axial and appendicular Ch 9: Joints	
9: 10-17	Lecture Exam 2 Ch 11: Skeletal muscle	
10: 10-24	Ch 10: Muscle Tissue	
11: 10-31	Ch 10: Muscle Tissue cont Ch 12: Nervous system: Tissue	
12: 11-7	Ch 12: Nervous system: Tissue	
13: 11-14	Lecture Exam 3 Ch 13 Nervous system: Brain and nerves	
14: 11-21	Ch 13 Nervous system: Brain and nerves	
15: 11-28	Ch 14: Nervous system: Spinal cord and nerves Ch 15: ANS	
	Final Exam 4	