HOUSTON COMMUNITY COLLEGE

Department: Life Sciences (Biology)

Anatomy and Physiology I

Fall 2010

Biol 2401 Crn# 55458

Course location and times:	West loop campus Mondays Rm C222 and Wednesdays Rm 162 11:00 am – 200 pm
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:	In-person, Lecture –lab; Web-enhanced

Instructor:	Shadi Kilani. MD
Email address:	shadi.kilani@hccs.edu
Office location and hours:	Office hours are arranged through email. Meeting will be in biology office Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to contact me and set up a meeting when needed.

Course Description:

BIOL 2401 is a web enhanced basic Human anatomy and physiology course that enables students to learn about human anatomy and physiology. Students will experience a myriad of online interactive tools and resources. Students will also do lab practical sessions that enhance and complement the lecture part of the course.
Prerequisites: College Level Reading. College reading level as determined by SAT, ACT, TASP; or successfully passing ENGL0305 with a "C" or better.
Biology 1406 although not required it is strongly Recommended.

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College Level Reading as determined by SAT, ACT, TASP or successfully passing ENGL0305 with "C" or better. Biology 1406 (General Biology) is strongly recommended.

Course Goals:
Students should gain strong basic fund of knowledge in the discipline of human anatomy and physiology. Topics to be covered in the course include the molecular, cellular, tissue and organ structure and function of the endocrine, cardiovascular, lymphatic and immune, respiratory, digestive, urinary and reproductive systems.

Course Student Learning Outcomes:

Students should be able to demonstrate mastery of key concepts in human anatomy and physiology. Students should also master the practical skills and learn relevant models and slides

Topics covered in this course include the molecular, cellular, tissue and organ structures and functions of the integumentary, skeletal, muscular, nervous systems and the special senses.

Learning objectives:

Students who have completed this semester of the course should: be able to:
1) Explain the basic concept of homeostasis and how homeostatic mechanisms apply to body systems.
2) Understand the scope of studies in anatomy and physiology and be able to use and understand descriptive anatomical and directional terminology.
3) Identify cellular structures and explain their respective functions.
4) Describe the basic tissues of the body and their location and explain their functions.
5) Identify and describe the major gross and microscopic anatomical components of
a) The integumentary system and describe the functions of the system.
b) The skeletal system and explain their functional roles in osteogenesis, repair, and body movement.
c) The muscular system and explain their functional roles in body movement, maintenance
of posture, and heat production.
d) The nervous system and explain their functional roles in communication, control, and integration.
e) The eye and ear and explain their functional roles in vision, hearing and equilibrium. Students should also be able to identify and locate the receptors responsible for olfaction and gustation and briefly describe the physiology of smell and taste.

Course Calendar:

Class Schedule

Week	Lecture	Lab
1	Ch. 1 Major themes of Anatomy and Physiology; Atlas A General Orientation to Human anatomy Ch. 2 The chemistry of life* Ch. 3 Cellular form and function* Ch. 4 Genetic and Cellular function*	Laboratory Safety Rules and regulations, The microscope Anatomic terminology
2	Ch. 5 Histology and the rest of ch 3,4	Tissues
3	Ch. 6 Integumentary System	Integumentary System
4	Lecture Exam #1	Human Skeletal system
5	Ch. 7 Bone Tissue	Human Skeletal system
6	Ch. 8 The Skeletal System	Human Skeletal system
7	Ch. 9 Joints	Articulations
8	Lecture Exam #2	**Lab Exam 1**
9	Ch. 10 Muscular System	Human Muscular system
10	Ch. 11 Muscular Tissue	Human Muscular system
11	Ch. 12 Nervous Tissue	Human Muscular system
12	**Exam 3**	Brain and Spinal cord
13	Ch. 13 Spinal Cord, Spinal Nerves, and Somatic Brain and Spinal cord Reflexes Ch. 14 The Brain and Cranial Nerves	Cranial Nerves The Autonomic NS Human Reflexes
14	Ch. 14 The Brain and Cranial Nerves Cont. Ch. 15 The Autonomic Nervous System and Visceral Reflexes	Review
15	Ch. 16 Sense Organs	**Lab Final**
16	**Lecture Final**	

* These chapters are a review of General Biology Information. Students attempting Biology 2401 should already be well versed in this information.

This schedule is approximate and maybe subject to change as needed.

Class Calendar by Date:
Week 1----------8/28-9/4
Week 2----------9/6-11
Week 3----------9/13-18
Week 4----------9/20-25
Week 5----------9/27-10/2
Week 6----------10/4-9
Week 7----------10/11-16
Week 8----------10/18-23
Week 9----------10/25-30
Week 11----------11/1-6
Week 12----------11/8-13
Week 13----------11/15-20
Week 14----------11/22-24 (25-27 Thanksgiving)
Week 15----------11/29-12/4
Week 16----------12/6-11

Instructional methods:

BIOL 2401 is a required course to apply for many advanced study programs.

As an instructor, I want all my students to be successful. I feel that it is my responsibility to provide you with knowledge concerning the field of human anatomy and physiology, lecture courses together with lab instruction and the online interactive tools and resources that will allow you to obtain mastery of key concepts.

As a student it is you responsibility to read the textbook. Submit assignments on their due dates, study well for the exams, participate in classroom activities attend class and lab, and enjoy yourself knowing that you are learning about the human body!

As I believe that engaging students in the learning process is essential for your success. You should invest time and effort in learning about the models and slides of various structures. You can draw structures and you can also use the many online resources available. You are expected to be responsible for your own learning with general guidance and minimal interference as people have different learning styles. You should be able to figure out what you need to look at in the lab after reading you book and lecture material. The slides and or models that are put on the bench are reminders and don't always constitute an exhaustive list. Please make sure you learn all relevant lab material.

I don't believe in enforcing my own method on students but rather you are encouraged and guided to come up with your own learning method that suite you best. Some students dislike this open learning format but I believe it is essential for you succeed in all of your future academic and professional endeavors.

Student Assignments

Assignments have been developed that will enhance your learning experience and help you succeed. To better understand a topic, you will be given assignments on key information that you will need to remember for your success in this course and in qualifying exams and professional practice. Almost all of the assignments will require computer and Internet access. Assignments will be posted to either connect website or to blackboard. Successful students usually enjoyed doing these assignments and they mention how much they helped them in their learning process.

You will have to register for McGraw Hill connect website access within 3 days of first day of class. It is included with the purchase of a new books and if needed can be purchased separately from the publisher's website for used books. Access to the eBook is recommended but not required (connect plus) as it allows you to access your book from anywhere and is linked and integrated to practice material within the website.

Connect assignment types:

1. Learn smart modules: Highly beneficial and complement you learning and enhance it greatly. It will help you focus on key concepts and also hone you skills. They are in no way a substitute to reading the text. They can be accesses at the connect website. You should complete them in a timely fashion to get the full participation grade. You will notice that since this program is really smart it will keep reviewing questions especially the ones you miss. That repetition and review is quite helpful but it should not interfere with performance of other assignments and quizzes and actually reading the text book so You should aim at getting 100% completion and then do other tasks and when you are done come back for review.
2. Homework assignments and online practical assignments: they have a due date but no time limit. May contain Animation assignments and labeling of pictures as well as other types of questions. You can take these, as many times as you want only the highest grade will be counted.
3. Online quizzes they have time limits and can only be taken once so be prepared before you start the quiz.

Department requirements:

1. A Biology test will be given on the first day of class It is a department requirement. It will be projected on the screen and you will be marking your answers on your scantron. You are expected to at least score 60% on this test. If you score less it is your choice whether to stay in this course or enroll in a biology course. Should you score below 60% and decide to stay you will be asked to sign a release form stating that you understand that you have a strong chance of not successfully completing this course.

2. General Biology proficiency quiz at the beginning of the semester will be on blackboard.

3. Exit exam at the end of the semester posted on blackboard: this exit exam will be comprehensive.

Lecture Exams:

Lecture exams are four in total including the final. Each test will have 60-130 multiple-choice questions. Each test will be cumulative with regard to the covered material to date. Each test will cover the previous material from all previous chapters (comprehensive). With more emphasis on the newer untested chapters. The final exam will be comprehensive as well. You will have to bring your own scantron with you

Lab practical exams:

A total of two lab practical exams will be held. They are organized in stations. It will require you to identify slides and structures, it can also have an associated short question that may but is not limited to function of that particular structure. You will be asked to select the right answer form a list of answers and mark it on a scantron. If you pay attention in lab you will know what will be on the practical exam.

Online quizzes, Assignments graded tasks and Participation :

1. pre tests and post tests found on blackboard graded.
2. learnsmart modules (connect) completion grade. Make sure you finish 100% of questions to get full credit.
3. Homework (connect) graded
4. Online quizzes (connect) timed and graded.
5. Online Practical tests (connect) graded and based on aprevealed material.
6. Lab reports (E-lab manual) completion grade.
7. Class participation and discussions.
8. Any other assignments given by instructor. You will be notified in advance and given enough time to complete.

Assessments:

Online quizzes, Assignments graded tasks and Participation (20%) Lecture Exam #1 (5%) Lecture Exam #2 (10%) Lecture Exam #3 (10%) Lecture Final (10%)Comprehensive Exam Departmental exit exam (20%) **75% of class grade**	Practical Lab Midterm (12.5%) Practical Lab Final (12.5%) **25% of class grade**

Instructional Materials:
Textbook:
Anatomy & Physiology: *The Unity of Form and Function*, Fifth Edition, Kenneth Saladin, McGraw Hill Companies, Inc.: New York, NY, 2008.
ISBN# 0078002834
*Please make sure when purchase the book to get the package with the all the resources. It will include everything you need for the course and would be cheaper.

Lab book:
Online lab Manual. Link and user name and password are posted in blackboard.

Web resources:
1. Blackboard learning system
2. Connect website is a highly advanced interactive tool designed by McGraw Hill. Connect website access is required. It is included with the purchase of new books

and can be purchased separately from the publisher's website for used books. Access to the eBook is recommended but not required (connect plus) as it allows you to access your book from anywhere and is linked and integrated to practice material within the website. Go to the posted link below and complete registration using the connect card enclosed with your book.

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 Gulfton
Houston, Texas 77081
Phone: 713-718-7909
Fax: 713-718-7781
TTY: 713-718-7909

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 instructor 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 instructor has teaching, grading, and enforcement roles. You are expected to be familiar with the University'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.
Plagiarism means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.
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 Statement:

Class Attendance - It is important that you come to class! Attending class regularly is the best way to succeed in this class. One of the important factors in student success is attendance. Simply put, going to class greatly increases your ability to succeed. You are expected to attend all lecture and labs regularly. You are responsible for materials covered during your absences. Class attendance is checked daily. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.
If you are not attending class, you are not learning the information. As the information that is discussed in class is important for your career, students may be dropped from a course after accumulating absences in excess of six (6) hours of instruction. The six hours of class time would include any total classes missed or for excessive tardiness or leaving class early.
You may decide NOT to come to class for whatever reason. As an adult making the decision not to attend, you do not have to notify the instructor prior to missing a class. However, if this happens too many times, you may suddenly find that you have "lost" the class.
Poor attendance records tend to correlate with poor grades. If you miss any class, including the first week, you are responsible for all material missed. It is a good idea to find a friend or a buddy in class who would be willing to share class notes or discussion or be able to hand in paper if you unavoidably miss a class. Class attendance equals class success.

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 (**November 18th 2010)**. 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

Classroom Behavior

As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. I take 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 instructor achieve this critical goal. Please refrain *from eating or drinking in the lab or lecture room except for water***.** If you want to eat or drink or take a break especially during lab you may do so and come back.

You must adhere to the testing schedule. Its your choice to miss a quiz or test however failure to take a test (lab or lecture) will result in a "0" for the missed exam. Exceptions are only given to documented emergency situations. Usually only one makeup exam per semester is allowed. There is no repeating of Examinations or "dropping" of lowest grades. Make-up exams must be arranged with the instructor prior to the scheduled exam. There will be no retakes of any exam and approved make-up exams might be subject to a 20% deduction of the total grade for the missed exam/ quiz.

It is important to properly handle microscopes. Always clean up and tidy after you are done in the lab. We should strive to leave the lab better than we found it. Please make sure to wipe clean the lens especially when using oil immersion and always store on 4x power.

The schedule of lectures, laboratory exercises and exams is approximate and may be changed at the instructor's discretion. If changes occur, students will be notified in a timely manner. Other Assignments / readings can be assigned as seen necessary by the instructor.

Use of Camera and/or Recording Devices

As a student active in the learning community of this course, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect of your fellow students and instructor, you will turn off your phone and other electronic devices, and will not use these devices in the classroom unless you receive permission from the instructor.
Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

Instructor Requirements
As your Instructor, it is my responsibility to:
Provide the grading scale and detailed grading formula explaining how student grades are to be derived Facilitate an effective learning environment through class activities, discussions, and lectures
Description of any special projects or assignments Inform students of policies such as attendance, withdrawal, tardiness and make up Provide the course outline and class schedule which will include a description of any special projects or assignments Arrange to meet with individual students before and after class as required

To be successful in this class, it is the student's responsibility to: Attend class and participate in class discussions and activities Read and comprehend the textbook Complete the required assignments and exams:
Online quizzes, lab quizzes, lecture Exam 1,2,3, Final Exam, online homework, learn smart modules practical exams 1,2 and online practical exams. Ask for help when there is a question or problem Keep copies of all paperwork, including this syllabus, handouts and all assignments

Grading
Your instructor will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. I always welcome a dialogue on what you discover and may be able to assist you in finding resources on campus that will improve your performance.

Program/Discipline Requirements	Proficiency Exam 2401 Exit Exam
HCC Grading Scale:	A = 90-100% B = 80-89% C = 70-79% D = 60-69% F = less than 60% Grades may be curved at my discretion if needed. It depends on general class performance and class participation.

Success Guide: The order presented is a blueprint or plan that will help you do well in this class and classes in general, which you can modify or completely ignore and use you own order. As long as it works for you it is the best study plan.
To succeed in this class you need to:

1. Read the lecture power points. Some students prefer to print it out and take notes during class.
2. Read the book. some students prefer to read once or twice then add the extra points to the lecture powerpoint. This way you will have you own "complete" source that is easy to read and review.
3. Do the homework.
4. Do the pretest
5. Do learn smart modules
6. Do post test
7. Take online quiz
8. Read material as needed. You can do that after any step to consolidate and improve you grasp of the information presented.