

**Anatomy & Physiology- 1054-PO5 FALL 2017 CRN: Lecture 11027 Lab 11069**

<b>Instructor</b>	Dr. Marie-Therese Simms
<b>Section # and CRN</b>	Anatomy & Physiology I -1054-PO5/ 11027-Lab 11069– Biol 1054 –P85 Lab TTH 8:00 – 8:50am; Lec:TTH 10-10:50am
<b>Office location</b>	New Science Building 4 <sup>th</sup> floor
<b>Office Phone</b>	936-261-3170
<b>Email address</b>	<a href="mailto:msimms@pvamu.edu">msimms@pvamu.edu</a>
<b>Office Hours</b>	TTH 10:00 – 12:00pm
<b>Mode of Instruction</b>	Face-to-Face
<b>Course Location</b>	New Science Building 313

**Catalog Description:**

**Anatomy and Physiology;** (2-4) Credit semester hours each. The Structure and functions of the human body. The structure of each of the system demonstrated by models, charts, and animal dissections with their functions studied by experiments. Laboratory fee required. \*\* (BIOL 2401, 2402)

**Prerequisites: None**
**Required Texts:**

**Saladin’s Anatomy & Physiology, 9thEdition**

**Laboratory Manual for Anatomy & Physiology: The Edition for Prairie View A&M University**

	Upon successful completion of this course, students will be able to	Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment
1	Understand the functions of the body parts and inter-relationship	1,3	Discipline Specific Knowledge
2	Acquire the ability to apply physiological principles to anatomical	1,3,5	Discipline Specific Knowledge
3	Acquire the ability to develop logical clinical situations	1,5	Critical thinking
4	Think creatively about current medical problems	2	Team work
5	Develop a basis for continued study in your major field	1,5	
6	Compose oral scientific presentation using the scientific method	5	Communication Globalization

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			and Cultural Diversity
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**Major Course Requirements**
**Method of Determining Final Course Grade**

<b>Instrument</b>	<b>Value(points or percentage</b>	<b>Total</b>
<b>Lecture</b>	<b>4 Lecture exams at 100ptseach</b>	<b>400</b>
<b>Exercises</b>	<b>10 exercises at varies points</b>	<b>100</b>
<b>Laboratory Practical</b>	<b>3 Practical Exams</b>	<b>300</b>
<b>Lab Assignments</b>	<b>100 points</b>	<b>100</b>
<b>Comprehensive Final Exam</b>	<b>100 points</b>	<b>100</b>
<b>TOTAL</b>		<b>1000</b>

**Grading Criteria and Conversion:**

The grading average as published in the catalogue applies:

A= 90-100
B = 80-89
C = 70-79
D = 60-69
F =59 and below

**Tentative Detailed Description of Major Assignments:** Dr. Simms reserves the right to modify lecture and exams dates. Students will be advised of the changes.

**NO MAKE-UP EXAM. IF YOU MISS AN EXAM CONSIDER YOUR GRADE A ZERO.**

<u><b>Lecture</b></u>	<u><b>Lab</b></u>
Introduction (1)	Lab Safety /Pre-Test
Chemistry (2)	Terminology/ Microscope
Cells (3)	Cell/Cell Cycle
<b>EXAM 1 (Ch. 1-3)</b>	Tissues
Metabolism (4)	Tissues
Tissues (5)	<b>LAB PRACTICAL I</b>
Skin (6)	Skeletal System,

Skeletal System (7)	Skull
Skeletal System (7)	Skull
<b>EXAM 2 (Ch. 4-7)</b>	Vertebral Column, Pectoral Girdle
Joints (8)	Pectoral Girdle, Pelvic Girdle
Muscle System (9)	Pelvic Girdle & Lower Limb, Review
Muscle System (9)	<b>LAB PRACTICAL II</b>
<b>Exam 3 (Ch. 8-9)</b>	
Nervous System (10)	Articulations Muscles of Neck and Face
Nervous System (10)	Muscles Cont.
Autonomic (11)	Muscles of Hip and Lower L.
Peripheral Nervous System (11)	<b>LAB PRACTICAL III</b>
<b>Exam 4 (Ch. 10-11)</b>	
Special Senses (12)	Nervous System
Special Senses (12)	Olfactory, Tongue
Endocrine System (13)	Eye, Ear and Equilibrium (Optional)
<b>EXAM 5 (Ch12-13)</b>	<b>LAB PRACTICAL IV</b>
<b>FINAL EXAM (COMPREHENSIVE)</b>	

## **Student Support and Success**

### **John B. Coleman Library**

The library and its partners have as their mission "to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service" and to support the University's core values of "access and quality, diversity, leadership, relevance, and social responsibility" through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty.

### **Center for Academic Support**

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The Center for Academic Support (CAS) offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Tutoring Center is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library

### **COMPASS**

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library.

### **Writing Center**

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Location: Hilliard Hall 121

## **University Rules and Procedures**

### **Disability statement (See Student Handbook):**

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

### **Academic misconduct (See Student Handbook):**

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

### **Forms of academic dishonesty:**

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.

### **Nonacademic misconduct (See Student Handbook)**

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The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

### **Sexual misconduct (See Student Handbook):**

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

### **Attendance Policy**

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class.

### **Student Academic Appeals Process**

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

### **Disability statement (See Student Handbook):**

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

### **TECHNICAL CONSIDERATIONS**

#### **Minimum Recommended Hardware and Software:**

- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

**Note:** Be sure to enable Java & pop-ups

**Participants should have a basic proficiency of the following computer skills:**

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- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

**Netiquette (online etiquette):**

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

**Technical Support:**

Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

**Communication Expectations and Standards:**

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

**Discussion Requirement:**

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

**It is strongly suggested** that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it should be copied and pasted to the discussion board.

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**Fall 2017.**

Aug 24 - Aug 26	Regular Registration Period for Fall 2017 16 week session Thursday through Saturday
Aug 28	First Class Day. Instruction Begins Monday
Aug 28 - Sep 02	Late Registration and Drop/Add Period Monday through Saturday
Sep 02	Student Web Registration Access Closed Saturday
Sep 04	LABOR DAY HOLIDAY (University Closed) Monday
Sep 06	General Student Assembly-All Students to Attend Wednesday
Sep 13	12th Class Day (Census Date) Wednesday
Sep 13	Last Day to Withdraw from Course(s) without Academic Record Wednesday
Sep 13	Late Deadline to Apply for Fall 2017 Graduation Wednesday
Sep 13	Late Deadline for graduating Undergraduates to submit Application for Tuition Rebate Wednesday
Sep 14 - Nov 06	Withdrawal from Courses with Academic Records ("W")Period Thursday through Monday
Sep 25	20th Class Day Monday
Oct 19 - Oct 21	Mid-Semester Examination Period Thursday through Saturday
Oct 24	Mid-Semester Grades Due Tuesday
Nov 01	60% of Term Wednesday
Nov 14 - Jan 10	Priority Registration Period for Spring 2018 semester Tuesday through Wednesday
Nov 17	Deadline to Apply for Spring 2018 Graduation Friday
Nov 23 - Nov 25	Thanksgiving Holiday (University Closed) Thursday through Saturday

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Nov 27	Classes Resume Monday
Dec 04 - Dec 05	Course Review Days (Classes must convene and instructors will prepare students for final exams) Monday through Tuesday
Dec 05	Last Class Day for Fall 2017 Semester Tuesday
Dec 05	Last Day to Withdraw from the University (from all courses) for the Fall 2017 semester Tuesday
Dec 06 - Dec 12	Final Examination Period Wednesday through Tuesday
Dec 16	COMMENCEMENT (ALL LEVELS) Saturday
Dec 19	Final Grades due Tuesday



## **Acknowledgement Page**

**I acknowledge that I have read the syllabus for Anatomy & Physiology and understand the effort and time commitment necessary to succeed in this Class. (Over 200 hours of study)**

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_