

HUMAN ANATOMY (BIOLOGY 4)

Barstow Community College Mission Statement-Excerpt

Barstow Community College is an accredited, open access institution of higher learning committed to providing our students, community and military population with the educational tools to achieve personal goals and professional growth. To accomplish this, the college offers traditional and distance education courses, programs, and pathways designed to enhance student success, leadership development and career opportunities, enabling all in the community to thrive in a changing global society

Lecture MW 5-6:15

Lab MW 6:25-9:15

Room T10

Professor: Julie Gallagher

Email: jgallagher@barstow.edu

Course webpage: www.biology4bcc.weebly.com

Connect: <http://connect.mheducation.com/class/j-gallagher-human-anatomy-gallagher-2>

Start Date: 09-JAN-2017

End Date: 19-MAY-2017

Last Date to add class: 23-JAN-2017

Last Date to drop with a refund: 17-JAN-2017

Last Date to drop without a "W": 30-JAN-2017 **Last Date to drop with a "W":** 17-APR-2017

COURSE DESCRIPTION

This course presents a systemic approach to the study of the human body. Lecture presentation begins with an introduction of anatomical terminology and an overview of cellular processes and tissue classification. Students then learn the gross and microscopic anatomy of the following systems: integumentary, skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, and reproductive. The laboratory component of the course generally parallels and reinforces lecture concepts through the use of models, histological slides, skeletal materials and dissection of a number of specimens.

MATERIALS REQUIRED

- Textbook: Human Anatomy, McKinley 4th edition
- Lab Manual: Human Anatomy & Physiology Laboratory Manual, Marieb 8th edition
- Connect (see link above) □ Lecture Notes
- Anatomy Color book

Pre-requisite: Biology 2 or equivalent

CLASS FORMAT AND GENERAL INFORMATION

Lecture/Lecture Notes

Lecture will begin at 5 pm on Monday and Wednesday. Plan to be in your seat and ready to take notes at that time. You will need to download, print and bring lecture notes to class (they can be found at the class webpage listed above. My lectures will be presented at a pace assuming that you have pre-printed notes in front of you. The schedule of lectures is on the attached page, so print the notes out with enough time to have them ready by the lecture date.

It is my expectation that all students will extend common courtesy to each other and to me and will refrain from any unnecessary disruption when other students are trying to listen and learn. This includes, but is not limited to, coming into class late (regularly), conversing with friends about personal matters and ringing cell phones. You are expected to turn the ringer of your cell phone off **before** you enter class (use ringtone scheduler app). Absolutely no electronic devices are to be out during examinations or when keys are posted. Please finish food and beverages before entering either the lab or lecture; though you may have a water bottle if you can seal it. The textbook, lab manual and Coloring text are required and need to be brought with you to each class/lab.

Lab

We will be examining and studying a variety of materials. The most challenging of these for most students are the preserved materials. We will be handling and dissecting individual preserved specimens and organs. There is no alternative activity for the dissections (they are required). You will not be able to take the models or specimens home, but there are many images available for you to view at home on the course website in digital format.

Homework

Reading You should read the appropriate chapters of the text as assigned (see schedule), focusing on the diagrams that you have seen in lecture.

Connect You are assigned an online homework module on Connect to help you with reinforcement of the material. There are 50 questions and should take approximately 40 minutes, though they are not timed. The modules for the weeks assigned readings will open Monday at 12:01 am and will be available until the following Sunday (midnight).

Weekly quizzes:

There are also weekly quizzes (10 questions/20 points) on Connect each week on required reading/lecture/lab available Friday at 12 am through

Sunday at midnight each week. You are given 20 minutes to complete each quiz. You may take each quiz up to 3 times, but to encourage you to be prepared prior to taking the quiz, there is a 5% deduction for each subsequent attempt. Do not wait until the last minute to submit your answers –there will be no extension of deadline for quizzes, so plan to take the quiz earlier to avoid any computer issues.

Examinations:

Each lab or lecture exam will deal only with the material covered since the last exam (see schedules). Exams, including the final, are not cumulative.

Lecture: There will be 6 online Lecture Exams taken through Connect. They are 100 questions in length and you are given 120 minutes to complete. Questions are multiple choice, T/F, and fill in the blanks. You will only have one attempt and it must be completed once started (in other words, you can't start, leave and come back). Examinations will be made available Thursday at 12 am and available until midnight Sunday. Do not wait until the last minute to submit your answers –There will be no extension of deadline for exams, so plan to take the exam earlier to avoid any computer issues. In addition, I will also give you essay questions for each exam that you can work on at home; to be turned in according to instructions given in class by instructor.

What is “McGraw-Hill Connect” (MH Connect)? Required: MH Connect is a site that will give you access to the Human Anatomy etext, lecture quizzes and bonus point activities. The bonus point activities will be available through a program called “LearnSmart” (found on the MH Connect website) which will help you assess how much you really know, vs. if you are guessing, and give you suggestions about which specific areas you need to study more. In addition, MH Connect contains “Anatomy & Physiology Revealed” which has a virtual cadaver dissection, animations, dissection selftesting capability and some histology self-testing.

Go to the following link and register:

Note: without exception you must use your @Barstow.edu email when registering.

<http://connect.mheducation.com/class/j-gallagher-biology-4-gallagher>

If you encounter any difficulties with MH Connect, please contact McGraw-Hill Digital Support @ 1-800-331-5094 or mhhe.com/support (Click “contact us”).

Lab: There will be 6 Lab Practicum Exams. The format of the lab exams will be the following:

- There are **NO MAKEUP** lab exams. Do not miss the lab exam day.
- Lab exams will include all material that has been covered in the lab up to that point (since the last exam) regardless of whether or not you were present for that lab.
- You will be asked to write the name, location, and/or function of the anatomical part referred to.
- Points will be deducted for misspelled or hard to read answers on the lab exams.
- You will be allowed to create and use a word bank for all lab exams.
 - Word Bank Rules
 - You may print as many terms as you can on a single 4x6 index card using a computer or by hand (no fold-out, loose, or overhanging sections)
 - **All** terms must be in alphabetical order (no exceptions; use MSExcel)
 - No functions or locations will be allowed on the cards (only names of parts)
 - No hints to yourself will be allowed (colors, pictures, arrows, etc).
- You must work quickly (two minutes per station) to identify and correctly name structures from figures, models, or microscope views. Correct terminology and correct spelling are essential. Practicals require short written answers. There will be an opportunity for 10 points of extra credit on each practical exam.

*****THERE ARE NO MAKE-UP EXAMS (EVER, FOR ANY REASON), SO DON'T MISS THEM!!!**

Attendance:

Arriving late class disrupts the lecture or lab. If you come in late, please **quietly take a seat without crossing the front of the room**. Coming in late on a regular basis is disruptive and rude. Please do not make a habit of it. If you miss class, you should go to course website or contact someone to fill in your notes from lecture and/or lab.

Participation: You should ask well thought-out, relevant questions during lecture and lab. You must show enthusiasm for the topics and willingness to communicate with, help, and learn from other students, the instructor. You must work well independently and contribute significantly and positively to group work. You must take responsibility for your successes and your difficulties. You must attend lecture and lab regularly, be on time, and stay for the scheduled class period. You must keep your lab area clean and participate in keeping common use areas clean and organized. In lab, you will locate and identify structures on figures and models. You must be able to take apart models and put them back together properly, and put the models away properly. You must correctly use the microscope, including the following steps: choose an appropriate slide, place it on the microscope, focus and adjust lighting, and locate and identify cells/tissues/other structures and state functions. You must clean the microscope and put it away properly. (160 points)

Grades

Your grade in this course is based on homework, lecture quizzes and exams, lab quizzes and exams. Grades will be updated regularly using an online grade program. You will be given login information by your instructor at a later date. It is up to you to regularly check your grades and notify instructor immediately if there is a discrepancy.

Exam Policy

Since I drop your lowest lecture and lab exam AND Quiz score (**other than the finals, which cannot be dropped, for both lab AND lecture**), I do not give make-up exams FOR ANY REASON. If you miss an exam (for **any** reason), that test/quiz will be counted as your dropped score. If you miss two or more exams (of the same type), you will need to drop the class or take a zero for that (second, missed) exam. If you have serious ongoing problems coming to class, you may want to take this class at a later date when you can attend regularly.

Grading

22 Modules (@20 points)	=440*	A=90-100%
22 lecture Quizzes (@ 20 points)	=440*	B=80-89%
5 Lecture exams(@ 100 points)	=500*	C=70-79%
5 Lab exams (@ 100 points)	=500*	D=60-69%
10 Essay Questions (@ 5 points)	=50	F=less than 60%
34 Participation/Attendance (@5 pts)	=160	
Total points	2090	

Essay Response Rubric

5 points-all portions of the question answered correctly with sufficient detail to support statements

4 points-most portions of question answered correctly, but is lacking sufficient support (detail)

3 points-some portions of question answered correctly, lacking sufficient support of statements

1-2 points-most portions of question answered incorrectly, lacking support of statements

0 points-Blank (no response)

(Note: *lowest Module, lecture quiz, lab quiz, lecture exam, lab exam will be dropped, except for final exams) Assignments and/or Point values may be changed or modified during semester.)

Bonus Points = 40 points: These points may be earned by a) participating in questions primarily given during lectures throughout the semester, b) completion of anatomy coloring pages and c) by successfully completing LearnSmart modules (which are a component of the McGraw-Hill Connect site) throughout the semester. Bonus points are added to your cumulative course score and have the potential of improving your final grade.

Final course grades: are assigned objectively and without regard to a student's academic standing or to the requirements of other departments or programs. It is each student's responsibility to see that she or he is safely above any minimum requirements that may apply. No extra credit projects (other than the bonus points given in lecture during the semester) to raise a final grade will be accepted.

Follow the S.C.O.R.E. system for a higher grade:

S Study groups: helps improve your study time by allowing you to share ideas and quiz each other. Form one

C Cards: flash cards will help you review material alone or with our study group. Start making and use them.

O Organize: organize your time, make time to study several times each week and **Ask Questions!**

R Read: reading the text is a good way to fill in the blanks from lecture and review the figures. You bought it, use it!

E Explain: Give detailed explanations on essays for full points. Never Leave an Essay Blank.

Student Learning Outcomes: by the end of this course the successful students will be able to know or demonstrate;

1. Orally, and in written form, understanding of the processes of science, the scientific method, and the relationship between scientific research and established knowledge
2. Content knowledge and test taking skills when completing essay and/or objective exams.
3. Evaluation of biological data, draw reasonable conclusions, recognize the ethical implication of these conclusions if applicable, and apply these conclusions to person, community, or scientific problems.

Catalog Description: Introduction to the study of the gross and microscopic structures of the human body using a systemic approach UC/CSU.

Course Content: Cell structure, basic histology, homeostasis and regulation, blood, DNA and biotechnology, cancer, ecology genetics, and the following systems: digestive, respiratory, cardiovascular, immune, urinary, nervous, endocrine, and muscular.

Course Objectives: Having successfully completed the course, the student will be able to:

1. Correctly spell scientific vocabulary
2. Perform specific dissections and recognize various fundamental gross structures.
3. Efficiently utilize a compound microscope and recognize various histological structures.
4. List and correctly identify the common prefixes and suffixes common to anatomy
5. List and correctly define directional terms common to anatomy
6. Describe the levels of structural organization of the human body.
7. Describe and correctly identify bones and bone-terminology of the body.
8. Describe the major joint types and their articulations
9. Describe and correctly identify the major muscles
10. Describe and correctly identify the circulatory pathways of the body.
11. Describe and correctly identify major structures of the nervous system
12. Describe and correctly identify receptors associated with special senses

13. Describe and correctly identify common features of surface anatomy.
14. Describe the structure of the integument
15. Describe the anatomy of the respiratory system
16. Describe and correctly identify the structures of the urogenital system
17. Describe and correctly identify the structures of the digestive system.

Syllabus Disclaimer: A syllabus is not a contract between instructor and student, but a guide to course procedures on attendance, requirements, grading, and objectives. Instructors reserve the right to amend syllabus when circumstances dictate. Students will be duly notified.

Attendance Policy: Attendance, participation, and completing assignments are vital in the learning process. Poor attendance and incomplete assignments affect grades. Poor attendance will directly affect your participation score. If you miss three lectures or if you miss an exam, you may be dropped from the class. So if you must be absent for some unavoidable reason, please let me know.

Withdrawals: If for some reason you stop attending class, you must go to the Admissions Office and withdraw officially before the deadline on Monday, April 17, 2017. Failure to do so will result in an “F” grade instead of a “W.”

Sexual Harassment/Title IX:

Barstow Community College upholds a zero tolerance policy for discrimination, harassment, and sexual misconduct. If you, or someone you know, have experienced discrimination or harassment, including sexual assault, domestic and dating violence or stalking, you are encouraged to promptly contact the Title IX Coordinator.

http://www.barstow.edu/titleix_complainant.html

Disability Statement: If you have disability which may impact your success in this course, you may contact the Office of Student Services (OSS) to arrange for any reasonable accommodations and supports to which you are entitled. It is the responsibility of the student to initiate these procedures.

Academic Standards & Ethics: Plagiarism or other unethical behavior will not be tolerated.

- All assignments must be the student’s own, original work
- Plagiarism or other unethical behavior will result in a zero on assignment
- Plagiarism or cheating of any kind will not be tolerated and suspected cases will be reported and could result in suspension or expulsion.
 - Plagiarism is the either intentional or unintentional use of the ideas or words of another person, published writing or of any other information taken from the internet, book, magazine, or another person without properly citing the original source.
 - Plagiarism is not properly or fully citing words or ideas taken directly or paraphrased from an outside source, turning in work that has been written by another person or even being given excessive assistance on assignments.

Academic Honesty: I encourage all of you to study in groups. We will be working in small groups during labs. Research has shown that most students learn more when they study in small groups. Quizzes and exams, however, are evaluations of how much you personally have learned. Anyone caught talking, looking at another student's paper, or doing anything that might be considered cheating during a quiz, exam, or other work will receive an automatic zero and may be expelled from the class and receive an "F" grade. The incident will also be reported to the Dean for further disciplinary action.

Additional Tips for Success:

- Print out lecture notes 2 or three days before the lecture. Review some of the key points in the textbook that we will be covering in lecture.
- As soon as possible after lecture, answer all the review questions while the material is fresh in your mind.
- Read the textbook.
- Complete the modules to help you review and solidify concepts
- Make flashcards (use quizlet to make this a little easier) and review as often as possible
- Take the online quizzes (there are practice quizzes on Connect)
- Predict what essays might be asked when you are reading text by looking at diagrams/figures in the notes that have more than a couple steps to explain what is happening.
- Research your essay topic well and then write in your own words, proofread, and double check the question to make sure you have answered all parts of the question.
- Two or three days before the test, meet with your lab partner and go over flash cards and concepts.
- Ask questions as needed.
- Study hard
- Remember, the more you put into class, the more you are going to benefit.

Precaution: The chemicals used in the preservation of specimens have not shown to be harmful to individuals, but precautions should still be followed. Because embryos and fetuses are especially sensitive to a variety of chemicals, we advise pregnant students to contact their physicians about the advisability of rescheduling this class for a later semester.

LAST, BUT NOT LEAST Keep this syllabus handy for later reference if you have a question or problem. The large size of this class does not alter the fact that EACH OF YOU deserves individual attention. It does require that you take the initiative and ask for individual attention as soon as you have a question or problem.

Student Copy

Statement of Understanding-Human Anatomy Biology 4-Spring 2017

I, (please print) _____ have read and fully understand the content of the syllabus for Human Anatomy (this course). I understand that this syllabus (both dates and content) may be changed by the instructor if the situation mandates such. I also understand that there will be no make-up exams.

Signed _____ Date: _____

Instructor copy

Statement of Understanding-Human Anatomy Biology 4- Spring 2017

I, (please print) _____ have read and fully understand the content of the syllabus for Human Anatomy (this course). I understand that this syllabus (both dates and content) may be changed by the instructor if the situation mandates such. I also understand that there will be no make-up exams (for any reason).

Signed _____ Date: _____

Human Anatomy—Schedule

Day	Lecture/lab Date	Connect Due Dates	Lecture topic	McKinley Text Chapter	Marieb Lab book-7 th or 8 th edition Lab Activity
Mon	Jan 9	1/10-1/15	Introduction to anatomy, syllabus, classroom tour, safety, Introduction	1	1-The Language of Anatomy
Wed	Jan 11	1/10-1/15	Finish Chapter 1	1	2-Organ systems overview
Mon	Jan 16	No Class-Martin Luther King Day			
Wed	Jan 18	1/10-1/22	Tissue Level of Organization	4	5-Classification of tissues
Mon	Jan 23	1/14-1/25	Integumentary system	5	6-Integumentary system
Wed	Jan 25	1/22-1/29	Lab exam Practicum 1-2, 5-6 Online Lecture Exam (Due Jan 29) chapters 1, 4-5		
Mon	Jan 30	1/22-2/5	Skeletal System	6	7-Overview of the skeleton: Classification and structure of bones and cartilage
Wed	Feb 1	1/22-2/5	Axial skeleton	7	8-Axial Skeleton
Mon	Feb 6	1/29-2/12	Appendicular skeleton	8	9-appendicular skeleton
Wed	Feb 8	1/29-2/12	Articulations and body movements	9	10-Articulations and body movements
Mon	Feb 13	2/12-2/19	Lab Practicum 7-10 Online Lecture Exam (Due Feb 19) Chapters 6-9		
Wed	Feb 15	2/15-2/19	Muscle Tissue and organization	10	11-Microscopic anatomy and organization of skeletal muscle
Mon	Feb 20	No Classes-Washington Birthday			
Wed	Feb 22	2/12-2/26	Axial Muscles	11	12-Gross anatomy of the muscular system (axial)
Mon	Feb 27	2/19-3/05	Appendicular Muscles	12	12-Gross anatomy of the muscular system (appendicular)
Wed	March 1	2/19-3/05	Surface Anatomy	13	30-surface anatomy round up. Dissection exercise 1-Cat dissection of muscles
Mon	March 6	Dissection exercise 1-Cat dissection of muscles (wrap it up) (During lecture and lab time frame)			
Wed	March 8	3/5-3/12	Lab Exam 11-12, cat muscles Online Lecture Exam (Due March 12) Chapters 10-13		
Mon	March 13	No Class—Spring Break			
Wed	March 15	No Class-Spring Break			
Mon	March 20	3/12-3/26	Nervous tissue	14	13-Histology of nervous tissue

Wed	March 22	3/12-3/26	Brain and Cranial nerves	15	14-gross anatomy of the brain and cranial nerves
Mon	March 27	3/19-4/2	Spinal Cord and Spinal nerves	16	15-spinal cord and spinal nerves
Wed	March 29	Cat Dissection exercise 2-Dissection of cat spinal nerves (during lecture and lab time frame)			
Mon	April 3	4/2-4/9	Lab Practicum 13-15, cat dissection #2 Online Lecture Exam (Due April 9) Chapters 14-16		
Wed	April 5	3/26-4/9	Senses: General and Special (sensory receptors, tactile, vision)	19A	17-anatomy of the visual system
Mon	April 10	4/2-4/16	Senses: (gustation, olfactory, hearing)	19B	19-Hearing and equilibrium
Wed	April 12	4/2-4/16	Endocrine	20	21-Functional anatomy of the endocrine glands Cat dissection Exercise 3 (endocrine organs)
Mon	April 17	4/9-4/23	Heart	22	23-Anatomy of the heart
Wed	April 19	4/9-4/23	Blood vessels	23	24 Anatomy of blood vessels Cat dissection exercise 4 (blood vessels)
Mon	April 24	4/23-4/30	Laboratory Practicum 17, 19, 21,23-24 Online lecture exam (due April 30) 19-20, 22-23		
Wed	April 26	4/16-4/30	Lymphatic	24	25-Lymphatic and Immune response Cat dissection exercise 5 (lymphatic system)
Mon	May 1	4/23-5/7	Respiratory System	25	26-Anatomy of the Respiratory system Cat dissection exercise 6 (respiratory system)
Wed	May 3	4/23-5/7	Digestive System	26	27-Anatomy of Digestive system Cat dissection exercise 7 (digestive system)
Mon	May 8	4/30-5/14	Urinary System	27	28-Anatomy of the Urinary System Cat dissection exercise 8 (urinary system)
Wed	May 10	4/30-5/14	Reproductive system	28	29-Anatomy of Reproductive system Cat Dissection exercise 9 (reproductive system)
Mon	May 15	Final Laboratory Practicum 25-28			
Wed	May 17	Final Lecture Exam Chapter 24-28 (Note: To be taken in class)			