



BIOLOGY 2401 (4:3:3)

Sandra Carter DVM



SPRING 2018
SOUTH PLAINS COLLEGE

[Company address]

COURSE INFORMATION
Biology 2401
Human Anatomy and Physiology I
SPRING 2018

Instructor:

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SPRING 2018 A&P Classes:

Biol 2401	LVL	Sec 003 MW 11 am- 1:30 pm	S143/ S151
	LVL	Sec 005 MW 2:30 pm- 5 pm	S143/ S151

Office Hours:

Levelland	Monday 1:30-2:30 pm
	Wednesday 1:30-2:30 pm
	Friday 10:30 am- 12:30 pm
Plainview	Tuesday 2-4 pm
	Thursday 2-4 pm

General Course Syllabus:

Available on Blackboard

Purpose:

To provide a general understanding of human anatomy and physiology for those students in the allied health fields
To meet requirements for an Associate in Arts degree or Associate in Science degree
To meet the requirements of transfer students working toward a Bachelor of Arts or Bachelor of Science degree

Human Anatomy and Physiology 2401 is a sophomore-level class.

One semester of college chemistry is **required** as a prerequisite, and a general biology or zoology class is highly recommended.

NOTE: Chemistry 1406 is **required** as a prerequisite for admission to the Covenant School of Nursing, so pre-nursing students should take Chem 1406 prior to enrollment in Biol 2401. A less advisable option is to take Chem 1406 concurrently with Biol 2401. For students enrolled in other health career programs such as Rad Tech, HIS, Surg Tech, etc. where Chem 1406 is not required for these programs, you are strongly urged to take Biol 0300, Chem 1301, Chem 1406 or Biol 1309 prior to enrollment in Biol 2401. A strong background in chemistry is essential for understanding anatomy and physiology and will increase your chance of success in Biol 2401.

Medicine is very detail-oriented. Therefore, the memorization of very detailed information, as well as comprehension of that information is required to establish a basic knowledge of anatomy and physiology. ***Due to the volume of information covered and the rapid pace of this course, you must be prepared to spend lots of time outside of class studying the text, lecture notes and the lab materials!!! You should be prepared to study in the lab outside of your regular class period (especially when we are learning bones and bone markings and skeletal muscles), and be aware that many resources (the Reese campus and Levelland campus SPC Libraries, A&P Labs in this building, etc.) have limited hours of operation during the semester.***

Because of the volume of information you need to learn and limited lecture time, you ***must read and study the information presented in the chapters in the textbook.*** I expect you to learn this material even though we may not have covered it in class. I have prepared outlines of the Power Point slides- they are ***not*** complete! They will assist you in following along in lecture and in studying the textbook.

Required Materials:

For this course, you will need a recent edition Anatomy and Physiology textbook, access to the Mastering A&P website, a lab atlas, lecture notes and lab handouts, and 4 scantrons.

1. Textbook- many options available-

Marieb, Elaine N. and Hoehn, Katja, Human Anatomy and Physiology, 10th Edition (NEW)- comes bundled with A Brief Atlas of the Human Body, 2nd Edition, Student access kit with access code for Mastering A&P website, Get Ready for A&P by Lori K. Garrett, PAL, Benjamin Cummings Interactive Physiology 10-system tutorial program

OR

Marieb, Elaine N. and Hoehn, Katja., Human Anatomy and Physiology, 10th Edition (USED). ISBN-13: 978-0321927040 or ISBN-10: 0321927044

OR

Marieb, Elaine N. and Hoehn, Katja, Human Anatomy and Physiology, 10th Edition e-text available at www.masteringaandp.com

OR

Marieb, Elaine N. and Hoehn, Katja., Human Anatomy and Physiology, 9th Edition (USED). ISBN-13: 978-0321743268 or ISBN-10: 0321743261

OR

*Alternate Anatomy and Physiology text

- 2. Access to Mastering A&P website-** NEW text comes bundled with access code to website OR if using used text or different text, you will need to purchase access at www.masteringaandp.com
- 3. Photographic Lab Atlas-** comes bundled with NEW Marieb 10th ed. text OR if using USED Marieb text or different text, several atlases are available in bookstore or online including:
 - a. Van de Graaff's Photographic Atlas for the Anatomy and Physiology Laboratory, 8e 8th Edition. Morton, David A. and Crawley, John L. 2016. ISBN-13: 978-1617312779 or ISBN-10: 1617312770
 - b. Van de Graaff's Photographic Atlas for the Anatomy and Physiology Laboratory, 7e 7th Edition. Morton, David A. and Crawley, John L. 2011. ISBN-13: 978-0895828750 or ISBN-10: 0895828758
 - c. A Brief Atlas of the Human Body, 2nd edition. Hutchison, Matt, et. al. ISBN-13: 978-0805373738 or ISBN-10: 080537373X
- 4. Outline of Power Point presentations i.e. "lecture notes" and lab handouts-** available on Blackboard
- 5. 4 unmarked blue 100 question scantrons**

*If you have an anatomy and physiology text other than the Marieb 9th, or 10th edition text, consult me as it may likely be acceptable for this course. However, you will need to purchase access to the Marieb website at www.masteringaandp.com. Access to the Marieb website will enable you to use the Get Ready for A&P workbook, bone review, histology tutorial, numerous review exercises, PAL and the Benjamin Cummings Interactive Physiology 10-system tutorial program. You can also purchase access to the Marieb e-text.

Attendance Policy:

SPC General Attendance Policy:

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the

financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Biol 2401 Attendance Policy:

Attendance at all lectures and labs is ***mandatory***. In order for you to master the material presented, it is essential that you attend every lecture and lab. I routinely take attendance at the start of each class meeting. ***If you are not in attendance when roll is taken but come in later, it is imperative that you notify me that you are in attendance, as my records will indicate that you are absent.*** A student may be administratively dropped after missing a total of 4 absences during the semester. I will closely monitor your attendance and if you accrue 4 absences during the semester, I may drop you from the course for non-attendance. It is your responsibility to discuss with me any situations that preclude you from attending class and cause you to accrue numerous absences, to avoid being dropped from the course for non-attendance. If a student is administratively (i.e. instructor initiated) withdrawn from the class for non-attendance, the grade on transcript will be an ***“X” or “F”***.

If absence from the class is unavoidable due to illness, funeral, official school function, etc. it is your responsibility to obtain the notes and information we covered in class from a classmate.

The last day to drop a class with a “W” is Thursday April 26, 2018. If you decide to stop attending class, it is your responsibility to take the proper action to have this course officially dropped from your schedule immediately, to avoid being administratively dropped (by me for non-attendance) with an “X” or “F”.

NOTE: If you are receiving financial aid, it is your responsibility to visit with your financial aid advisor to determine how dropping this course will affect your present and future financial aid eligibility.

Arrive to class on time. If you have a situation that causes you to be habitually late to this class, you need to discuss the situation with the instructor, as we may be able to make other arrangements. If you are habitually late, you may be administratively dropped from the course after 8 tardies. Come to class prepared by reading lecture and lab assignments and studying previous notes.

For additional information regarding the semester calendar, registration schedule and drop/withdrawal policy and procedures, refer to the Spring 2018 SPC Schedule of Classes, which is available online at www.southplainscollege.edu.

For additional information about SPC policies regarding class attendance, drops and withdrawals, academic probation and suspension, academic integrity, student conduct, student records, etc. please refer to the SPC General Catalog 2017-18, which is available from the Admissions and Records office or online at www.southplainscollege.edu.

Major Exams:

There will be six major exams this semester, with four exams that cover primarily lecture material but may also include material covered in lab and two lab exams, the bone practical and the muscle practical. Your final grade will be determined by your cumulative point total from 6 equally weighted exams, each worth 100 points (maximum total points 600).

Final grade	Course Average	Total number of points (accounts for rounding)
A	>90%	537-600 pts

B	80-89.5	477-536
C	70-79.5	417-476
D	60-69.5	357-416
F	<59.5	<357

You will be expected to bring a #2 pencil and a good eraser to all exams. It is your responsibility to keep track of grades earned in the course.

Missed Exam Policy:

All exams should be taken on the scheduled day and class time. Make-up exams will be given only in certain circumstances. If you miss an exam due to extenuating circumstances such as serious illness, death of an immediate family member, or official school business you may be required to provide **written** proof and the appropriate documentation regarding the absence. The student is responsible for notifying the instructor **within 24 hours** of the scheduled exam about such emergencies. ***The make-up exam must be taken within 7 days of the scheduled exam. It will be your responsibility to make arrangements to be present for the make-up exam. All decisions regarding make-up exams are at the discretion of the instructor.*** A grade of zero for the missed exam will be recorded if these conditions are not met. Any other missed exams will receive a grade of zero.

Make-up exams are often different from the regularly scheduled exams and tend to be more difficult.

Lab Safety:

Information and instructions regarding safe laboratory procedures and potentially hazardous chemicals will be presented in lab. ***No food or drinks are allowed in the laboratories at any time. You may not remove items from the lab to take home to study (i.e. bones, models, etc).***

SPC Disability Statement:

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) & Lubbock Center 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Non-Discrimination Statement:

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College -1401 College Avenue, Box 5, Levelland, TX 79336, 806-894-9611

Cell Phones:

Please make sure that your cell phone is off and ***does not ring in class. Texting is not allowed during class or lab. All cell phones must be put away and cannot be used during exams.***

Academic Dishonesty:

Students are expected to abide by the code of "Student Conduct" that can be found in the SPC General Catalog 2017-18 at www.southplainscollege.edu. Cheating in any form is inexcusable and will result in serious consequences. Any student found copying another student's work or answers will be dropped from the class with an "F". Any student willfully allowing another student to copy his/her work will also be dropped from the class with an "F".

Academic dishonesty will be subject to the maximum penalties allowed by College policy.

Blackboard:

You can access Word and Power Point files of: class notes, lab handouts, ancillary illustrations, histology photos, cadaver photos, muscle model photos, etc. by logging onto Blackboard at the SPC website.

Study Materials:

In order to assist you in studying Anatomy and Physiology 1 and 2, the Levelland and Reese campus libraries have models, bones and other lab materials on reserve at the circulation desk. You can check-out these items for study in the library during the hours of operation of the library.

Levelland Campus Library Hours:

Monday-Wednesday 7:45 am – 8:30 pm
Thursday & Friday 7:45 am- 4 pm
Saturday closed
Sunday 2- 6 pm

Reese Campus Library Hours:

Monday-Thursday 8 am- 8 pm
Friday 8 am- 4 pm
Saturday & Sunday closed

TTU Library:

The main library at TTU has bones and models on reserve for SPC students to use. You will need to go to the reserve desk and use your SPC ID card to check out models for a 2 hour time period for study IN the library only.

TTU Main Library Hours: www.library.ttu.edu/about/facility/hours.php

Technology Center:

The Open Lab in the Technology Center is for use by all SPC students and faculty. The computers in the lab can be used to access web sites, power point outlines and view CD's (copies of Interactive Physiology CD on reserve).

Biology 2401 Tentative Schedule Spring 2018

<i>Week</i>	<i>M/W</i>	<i>Lecture</i>	<i>Text</i>	<i>Lab</i>	<i>Text</i>
1	Jan. 17	Intro to A&P	Ch. 1		
2	Jan. 22	Intro to A&P	Ch. 1		
	Jan. 24	Intro to A&P	Ch. 1		
3	Jan. 29	The Cell- Plasma Membrane I	Ch. 3		
	Jan. 31	The Cell- Plasma Membrane II	Ch. 3		
4	Feb. 5	Intro to Histology & Tissues	Ch. 4	Lab- The Cell- Cytoplasm	Ch. 3
	Feb. 7	Histology-Epithelia	Ch. 4	Lab- Histology I	Ch. 4
5	Feb. 12	Histology-Connective Tissues I	Ch. 4	Lab- Histology II	Ch. 4
	Feb. 14	Histology-Connective Tissues II	Ch. 4	Lab- The Axial Skeleton- Skull I-Cranial	Ch. 7
6	Feb. 19	<i>Exam 1</i> / Tissue Repair	Chs. 1, 3, 4	Lab- The Axial Skeleton- Skull Study	Ch. 7
	Feb. 21	Skeletal Tissues I	Ch. 6	Lab- The Axial Skeleton- Skull II-Facial	Ch. 7
7	Feb. 26	Skeletal Tissues II	Ch. 6	Lab- The Axial Skeleton	Ch. 7
	Feb. 28	Skeletal Tissues III	Ch. 6	Lab- The Appendicular Skeleton I	Ch. 7
8	March 5	Skeletal Tissues IV	Ch. 8	Lab- The Appendicular Skeleton II	Ch. 7
	March 7	The Joints I	Ch. 8	Lab- Skeleton/Joints	Ch. 7, 8
	March 12-16	<i>SPRING BREAK</i>			
9	March 19	The Joints II	Ch. 8	Lab- Skeleton/Joints	Ch. 7, 8
		<i>Bone Practical</i> / Bone			
	March 21	Diseases	Ch. 7/ 6		
10	March 26	<i>Exam 3</i> / Muscle Tissue I	Chs. 6, 7, 8/9		

	March 28	Muscle Tissue II	Ch. 9		
11	April 2	<i>Easter Holiday</i>			
	April 4	Muscle Tissue III	Ch. 9		
12	April 9	Nervous Tissue I	Ch. 11		
	April 11	Nervous Tissue II	Chs. 9, 11	Lab- CNS I	Ch. 12
13	April 16	<i>Exam 4/</i> The CNS I			
	April 18	The CNS II	Ch. 12		
14	April 23	The PNS	Ch. 13	Lab- CNS II	Ch. 12
	April 25	The ANS	Ch. 14	Lab- The PNS & ANS	Chs. 13, 14
15	April 30	<i>Exam 5</i>	Chs.12, 13, 14	Lab- Muscular System	Ch. 9
	May 2	Muscular System	Ch. 9	Lab- Muscular System	Ch. 9
		<i>Final Exam- Muscular System</i>			
16			Ch. 9		
		Sec 003- Monday, May 7 10:15 am-12:15 pm			
		Sec 005- Wednesday, May 9 3:15-5:15 pm			

