



BIOL 2404.088TR Anatomy & Physiology: ONLINE

Course Syllabus: FALL 2020

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
						Via Bb

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: 4 credit hours Survey of Anatomy & Physiology is a single-semester survey course covering the structure and function of the human body. Major topics include cell structure and function, tissues and organ systems including neuroendocrine, integumentary, musculoskeletal, digestive, circulatory, respiratory, urinary and reproductive systems. The course cannot replace BIOL 2401 or 2402 but can be used as a preparation for BIOL 2401 or the preparation for certain certificate programs or as a non-major science elective. Some dissection is a required component of laboratory activities.

Prerequisite(s): NONE

College Student Learning Outcomes:

Critical Thinking Skills

CT.1

Students will demonstrate the ability to 1) analyze complex issues, 2) synthesize information, and 3) evaluate the logic, validity, and relevance of data.

Communication Skills

CS.1

Students will effectively develop, interpret and express ideas through written communication.

Empirical and Quantitative Skills

EQS.1

Students will manipulate numerical data or observable facts by organizing and converting relevant information into mathematical or empirical form.

EQS.2

Students will analyze numerical data or observable facts by processing information with correct calculations, explicit notations, and appropriate technology.

Team Work

TW2. Students will work with others to support and accomplish a shared goal.

Student Learning Outcomes:

1. Define anatomy and physiology, explain the importance of the relationship between structure and function and be able to describe directional terms and anatomical positions.
2. Explain the major characteristics and functions of the human cell including movement of materials and cell division.
3. Describe the general structure and function of major tissues and of the integumentary system.
4. Summarize the major characteristics and functions of the skeletal system. Be able to identify the bones of the human skeleton.
5. Summarize the major characteristics and functions of skeletal, smooth and cardiac muscle. Be able to identify the superficial muscles of the human body.
6. Describe the general structure and function of the central and peripheral nervous system.
7. Summarize the general characteristics of the endocrine system.
8. Name the major organs and the general functions of the cardiovascular system.
9. Name the major organs of the respiratory system and describe the general functions.
10. Name the major organs of the digestive system and describe the general functions.
11. Name the major organs of the urinary system and describe the general functions.
12. Name the major organs of the male and female reproductive systems and describe the general functions of each organ.
13. Communicate results of scientific investigations, analyze data and formulate conclusions using critical thinking and scientific problem-solving skills.

Course Outline/Lecture Readings and Discussions:

Unit 1: Chapters 1, 2, 3

Unit 2: Chapters 4, 5, 6, 7

Lab Practical 1

Unit 3: Chapters 8, 9, 10

Unit 4: Chapters 11, 12, 13

Unit 5: Chapters 14, 15, 16

Final Exam and Lab Practical 2

Evaluation/Grading Policy:

35% 4 Unit Exams

20% Connect Assignments; SLO Quizzes

25% 1 comprehensive Final Exam taken in person at an approved proctored testing center

20% 2 lab practicals and lab exercises

Final Grades will be determined as follows:

90.0 --- 100 = A

80.0 --- 89.9 = B

70.0 --- 79.9 = C

60.0 --- 69.9 = D

59.9 and < = F

Assignments, Unit Tests, and Final Exam

- Homework is assigned using McGraw Hill CONNECT. Each assignment or quiz will be due at a specific time in the semester related to the lecture schedule.
- There are 4 unit tests. They will consist of Multiple Choice, True/False, and short answer type questions. Questions will be based over the chapters covered in that specific unit.

- There are 2 lab practical exams. They will consist of Multiple Choice, True/False, and short answer type questions. Questions will be based on the labs that you have completed up until that point.
- There will be a series of Student Learning Objective (SLO) Quizzes. These quizzes will get calculated with the other HW and chapter quizzes.
- The final exam will consist of 100 questions. The majority (60%-70%) of the exam questions will come from the chapters in Unit 5. The remaining questions will come from the previous units. The Final Exam is a proctored exam which you must take in person at a college testing center or public library with a proctoring service. Failure to take the final exam will result in a grade of “F” for the course. If you reside in the NTCC service area, you must take the final on campus at the NTCC testing center on the main campus. The testing center is located on the main campus of NTCC in the Student Services Building. The hours of the testing center are: Monday—Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 p.m. If you do not reside in the NTCC service area, you will be asked to contact the instructor the first two weeks of the semester and identify a college testing center (preferred) or public library with an exam proctoring service where you can be proctored while taking this exam. Please be aware that other college testing centers or libraries may charge a fee for you to use their facilities. You will need to provide the physical address, email address and phone number for the proposed proctoring location. The instructor will contact the center to verify the appropriateness of the location for approval. BioSig will provide your instructor with an independent report identifying the IP address of the computer and the internet provider of your proctored test. Proctored exams must be taken using the testing center’s network. Mobile hot spots are not acceptable when taking the final exam.
- If circumstances require you to withdraw from this course, you must do so by that date. Please contact me before you drop. It is the **student’s responsibility** to initiate the withdrawal with the registrar’s office. **Failure to officially withdraw will result in your receiving a grade of F.**

Required Instructional Materials: **Inclusive Access:** We have negotiated with the Publisher to obtain a discounted price for your lecture course materials. Your eBook and **Connect Access Code** are included with your tuition and will be available through Blackboard on the first class day (use the link found on the Bb course homepage). The materials are required for your class and essential in your success. If you also determine that you would like a print copy of your text in addition to your inclusive access loose-leaf copies will be available in the College Store at a discounted price. You may opt out of purchasing your materials from the College Store through the Census Date for the course. If you choose to opt out you will be responsible for purchasing your Connect Access Code from another vendor. You will receive a refund for the Inclusive Access if you opt out.

Required Textbook(s): You have already paid for the required textbook (ebook version) in your tuition and fees.

Roiger & Bullock; Anatomy, Physiology, and Disease; 2nd Edition; McGraw-Hill, Publisher

Required Lab Kit: Survey of Anatomy Lab Kit # 581881
Carolina Biological Distance Learning Lab Kit

[Your lab kit is not covered under Inclusive Access. Please order your kit as soon as possible prior to the start of the semester so you will be prepared to begin the lab activities on time.](#)

Publisher: McGraw Hill

Optional Instructional Materials: NONE

Minimum Technology Requirements:

Laptop or computer with webcam
Access to high speed daily internet
Microsoft Office 365 (available as a free download for all NTCC students)

Required Computer Literacy Skills:

Ability to use a web browser to access NTCC Blackboard System for course information, eBook and Connect assignments
Ability to access NTCC student email system and communicate professionally and competently with instructor
Ability to create and complete Word documents, save on your computer and upload into Bb assignment links

Communications: Email is the BEST way to contact me. Mon-Thurs I will respond within 24hrs.

***Reminder: NTCC email is the official form of communication used by the college.**

Institutional/Course Policy: Please check in to Blackboard daily for updates and announcements. If you feel as though you need to drop the course, please contact me first. Also, there will be no late assignments accepted.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Week 1/2: Intro; CH1 and CH2

Week 3: CH3

Week 4: Exam 1 (CH1,2,3)

Week 5: CH4 and CH5

Week 6: CH6 and CH7

Week 7: Exam 2 (CH4,5,6,7)

Week 8: CH8 and CH9

Week 9: CH10; Lab Practical 1

Week 10: Exam 3 (CH8,9,10)

Week 11: CH11

Week 12: CH12 and CH13

Week 13: Exam 4 (CH11,12,13)

Week 14: CH14

Week 15: CH15 and CH16

Week 16: Final Exam; Lab Practical 2