**BIOL 2401 Anatomy and Physiology.**

**Course Syllabus: Spring 2021**



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

**Instructor: ELENA BIRDSONG**

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| **Office**  **Hours** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Online** |
| 8:00 – 9:30 am  1:00-3:00 pm | 8.00-9:30 am | 8:00-9:30 am  1:00-3:00 pm | 8.00-9:30 am |  | via  NTCC email |

*The information contained in this syllabus is subject to change without notice. Students are expected to be aware of any additional course policies presented by the instructor during the course.*

**Catalog Course Description (include prerequisites):**

4 credit hours.

Anatomy and Physiology is the first part of the two course sequence is a study of the structure and function of the human body including cells, tissues and organs of the following systems, integumentary, skeletal, muscular, nervous, and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides hands on learning experience for exploration of human system components and basis physiology. Animal dissection is a required component of laboratory activity. Successful completion of BIO 2401 with C or better grade allows the student to continue on to BIOL 2402.

**College Student Learning Outcomes:**

1. 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.

1. Communication Skills

CS.1 Students will effectively develop, interpret and express ideas through written communication.

1. 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.

1. 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 able to describe directional terms and anatomical positions.
2. Explain the nature of a human cell.
3. Describe the general make-up of a tissue and able to recognize the primary tissue types and examples of each type.
4. Describe the general structure and function of the Integumentary system.
5. Describe the general structure and function of the skeletal system inclusive of joints.
6. Summarize the major characteristics and functions of skeletal, smooth and cardiac muscle. Be able to identify major superficial muscles of the human body.
7. Describe the general structure and function of the nervous system including special senses.
8. Explain the interrelationship among molecular, cellular, tissue, organ function in each system and the interdependency of the system.
9. Explain contributions of organ systems to the maintenance of homeostasis and the causes of effects of homeostatic imbalances.
10. Communicate results of scientific investigations, analyze data and formulate conclusions using critical thinking and scientific problem-solving skills.

**Evaluation/Grading Policy:**

**Lecture Average 75% of final course grade**

**4 Unit Exams 40% of the lecture grade**

**1 comprehensive final Exam 20% of the lecture grade**

**quiz &Homework. 14% of the lecture grade.**

**Attendance 1% of the lecture grade.**

**Lab Average 25% of final course grade Grading Scale**

**Lab Reports 5% A=100-90.0 %**

**Lab Practicals 20% B=89.9-80.0%**

Lab Practical Exam will be Fill in the blank. **C=79.9-70.0 %**

**D=69.9-60.0%**

**Required Textbook: F=Less than 59.9**

**Inclusive Access for Lecture Material**:

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. Visit [www.ntccbookstore.com.](http://www.ntccbookstore.com.) 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.

**Lecture Material**: Inclus**ive Access: Hole’s Human Anatomy & Physiology with Connect Plus/Learnsmart.** Shier McGraw Hill Copyright 19 Edition 15 ISBN 978-1-260-16523-4.This ebook will be automatically be available on Blackboard on the first class day.

\*Recommended Reading: Chapter 1 through 12 in the textbook.

\* Scantrons and maybe Bluebook will be necessary for your Exams.

**Lab Book**: Laboratory Manual for Human Anatomy & Physiology, 4th Edition, Terry Martin, McGraw-Hill Publishers ISBN 9781260159363 Copyright 19

Lab Manuals cannot be rented from a third party. Each student must have a lab manual that can be written in and submitted for grading. No photocopies are allowed according to copy right laws.

**Lectures & Discussions:**

Week1: ch 1: Introduction to A&P I & Ch 1: sciences of Anatomy and Physiology

Week2: ch 3: Biology of the cell.

Week3: ch 5: Tissue Organization

Week4: ch 5 : Tissue Organization

Week5: ch 6: Integumentary system

Week6: ch 7 : skeletal system: Bone structure & function,

Week7: ch 7: skeletal system: Axial & Appendicular skeleton.

Week8: ch 8: Skeletal system: Articulations.

Week9: ch 9: Muscle tissue.

Week10 ch 9: Muscular system: Axial& Appendicular muscles.

Week11 ch 9: Muscular system: Axial& Appendicular muscles.

Week12 ch 10: Nervous system: nervous tissue.

Week13 ch 11: Nervous system: brain &cranial nerves,

Week14 ch 11: spinal cord.

Week15:ch 12: senses.

**\*Schedule is approximate and may be changed as needed.**

**Lecture-associated Make-up Work:**

* + - Make-up Exams: It is the student’s responsibility to get in touch with the instructor immediately upon his/her return if an exam is missed. **A failing course grade will result if the comprehensive final exam (#5) is missed or if two or more exams are missed.** Changes to this policy are solely up to the discretion of the instructor.
    - On occasion assignments may be given in class. There is no makeup for daily work. Lecture assignments will be **accepted only** on the due date.

***Lecture, Lab and Connect Schedules:***

* + These activities are posted on Blackboard Lecture Calendar. It is your responsibility to complete the Exams, homework or quizzes on time. Please do your Connect activities before the Due Day. Will be your responsibility to research for technical support if you have problems. Any missed connect assignment will be filled with a grade zero.

**Attendance Policy:**

**\*** Regular and punctual attendance is expected to receive a final grade.

Attendance is part of your grade and will be taken using Iclicker cloud.

* + All schedules for this semester are approximate and may be changed as needed.
  + For emergency reminders, such as a canceled class, I will make an announcement on Blackboard and/or send an email.

**Connect assignment and quiz:**15% of final course grade.

\*\*\*\*\*\* **LearnSmart assignments** are beneficial to your understanding of the material. - **These are not figured into your course grade**; however,

students have said that doing the Learn Smart exercises improved their grades.

-This guided reading helps identify areas that you are having

trouble understanding.

-These should take an average of 35-50 minutes.

\*\*\*\*\*\***Homework assignments** are required and figured into the course grade.

- These can be done 2 times before the due date. 5% will be deducted

for the 2nd entry.

- There is no time limit so it is advisable to start early and work on this

all during the week.

- Use of the eBook and hints are available with no deductions.

- Feedback will be shown after submitting each attempt. After the first

attempt, you will see what questions you got correct or incorrect. After the

2nd attempt, a more detailed feedback is given.

- Printing is allowed.

\*\*\*\*\*\* **Quizzes** have a time limit of 30 minutes. Usually 20 – 25 questions are pulled

from a pool of questions. You may see new questions each time.

- These are good to do multiple times after the due date to help review

for the exams since you may see new questions each time.

\*\*\*\*\*\***What are Study Attempts?** Study attempts allow students to retake and review the material, as well as get feedback, as many times as desired without the attempt affecting the grade. These are not available until after the due date. This is especially beneficial for quizzes because in many cases, a set number of questions are pulled from a larger pool of questions. New questions may be displayed each time the study attempt is taken. However, this option prevents the ability to give an extension if the due date is missed. If the due date is missed for any reason for a homework or quiz assignment, a zero will be given. There is no reason to ask for an extension.

\*\*\*\*\*\***For both Connect Homework and Connect Quizzes**, don’t wait until the last day or two to complete the assignment. If you have Connect problems, that will NOT be a reason to be late. It is your responsibility to contact Connect and get any problems resolved. However, before you get in touch with Connect, send me an email telling me your problem. This way I can check to make sure that everything is set correctly on my end. Since it may take me 24 hours to get back with you, this is even more reason not to wait until the last minute.

\*\*\*\*\*\*The two lowest assignment grades are dropped. The grade is continuously recalculated every time a grade is entered so that the grade you are seeing is current.

**\*\*\*\*\*\*\* Exams and Lab Practical**: There is ONE TEST for each of the four units for the Lecture and Laboratory that we are covering. Read the information in the “Start Here” folder to familiarize yourself with the process for downloading Proctorio Monitor Lockdown Browser for your Exams and Lab Practicals.

\*\***Due to COVID-19** and the uncertainty of the availability of college testing centers, the Unit Exams and final exams may be taken using Proctorio Monitor or another type of online proctoring service. Details will be finalized and announced during the semester. (Please be sure to check your email and follow the course announcements for more information on this.)

**The “Lab” component of this course:** will consist of laboratory activities

through your Terry Martin Lab Manual Book for A&P I , and other assignments through your respectively Unit section in your Blackboard page.

\*\*\*\*\*\*Every unit in Blackboard has a folder for your Lab submissions. This folder has the Lab schedule for each unit. Terry Martin Lab Submission is the folder where you can drop the assessment for every lab. Fill the assignment in your lab manual Terry Martin, scan the pages or take a picture, save the photos in your PC and finally use this Terry Martin Lab submission folder to paste and drop your assignment in Blackboard.

\*\*\*\*\*\*Lab Manual Reports from your Terry Martin Lab book are graded based on documented evidence of completion of the lab exercise and successful answering of questions presented.

\*\*\*\*\*\* Short answer questions are expected be answered in complete sentences in your own words.

\*\*\*\*\*\* All assignments including lab reports need to be submitted on the **due date** by the time specified. The Lab assignment will be due before the next lab class start. There is no reason to submit a lab assignment late. A zero may be given for any lab assignment that is received late.

\*\*\*\*\*\* Labs will generally be graded within 1-2 weeks of submission.

\*\*\*\*\*\* One lab assignment grade will be dropped. The grade is continuously recalculated every time a grade is entered so that the grade you are seeing is the grade with the lowest grades dropped.

\*\*\*\*\*\*\*Each Unit has extra activities or Lab questions for study and be prepare for your Lab Practical.. You will not submit a written report for grading.

**Student Responsibilities/Expectations:**

* + Complete your connect activities on time. I will not extend any due Day.
  + Follow the lecture and Lab class by zoom. Attendance will be taken before I start the class.
  + Expect to use a proper environment and dress during class. Please use a desk for your laptop.
  + Read and familiarize with Blackboard page.
  + Check your electronic device and internet before class. NTCC has hot spots if your wiffi is weak at home.
  + Any concern or problem communicates with me via email or Remind.

# Communications:

# If you need to get in touch with me outside of office hours, please email me at [.ebirdsong@ntcc.edu](mailto:.ebirdsong@ntcc.edu) I will get back in touch with you within 24 hours.

# Institutional/Course Policy:

Failure to take the proctored exam or proctored final exam will result in a grade of “F” for the course. The last day to drop with a “W” is **April 8.** If circumstances require you to withdraw from this course, you must do so by that date. 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.**

# 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 Shannon Garrett, Academic Advisor/Coordinator of Special Populations located in the College Connection. She can be reached at 903-434-8218. For more information and to obtain a copy of the Request for Accommodations, please refer to the [NTCC website - Special Populations](http://www.ntcc.edu/index.php?module=Pagesetter&amp;func=viewpub&amp;tid=111&amp;pid=1).

# 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.