Course Syllabus

NOTE: This syllabus is subject to change during the semester. Please check the syllabus on a regular basis for any updates.

Department : Biology
Course Title : Anatomy & Physiology I
Section Name : BIOL_2401_13
Start Date : 08/22/2011
End Date : 12/08/2011
Modality : WEB-ENHANCED
Credits : 4

Instructor Information:
Name : Dr. Chet Cooper
OC Email : ccooper@odessa.edu
OC Phone # : 432.335.6590

Course Description: This is the first semester of a two-semester course in which anatomy and physiology are integrally presented. Students learn anatomic and physiologic terminology, the principles of the relationships between form and function and basic mathematical calculations converting between the metric and English systems of measurement. Students also learn specific information about concepts of basic chemistry, cell structure and physiology, cell reproduction and tissue structure. The anatomy and physiology of four of the body's 11 systems are also presented.

Lab Description: The laboratory portion of Anatomy and Physiology I is designed to provide a "hands-on" learning experience; therefore, participation in all laboratory periods is necessary to fully meet course requirements. Excessive absences will have a direct impact on your final lab grade.

Prerequisites/Corequisites: The learner must pass reading on THEA or COMPASS and either pass math on THEA or COMPASS or complete the developmental math sequence up to MATH 0375 in order to take this course. Corequisite: HPRS 1106 (or consent of department chair).

Scans: 1, 3, 6, 9

Course Objectives:
1. Learner will be able to recognize and use the language and mathematical conversions required for exploration in the scientific and medical fields.
2. Learner will be able to identify the molecules that are the building blocks of the human body.
3. Learner will learn the basic chemistry needed to conceptualize the inner workings of the body organ systems.
4. Learner will be able to identify the activities of various cellular structures responsible for maintaining life.
5. Learner will be able to identify the structures and functions of the first four organ systems, as well as how each system interacts with the others.

Required Course Materials: (Available as a package in the OC bookstore)
Textbook: *Human Anatomy & Physiology*, 8th ed., by Elaine N. Marieb.
Lab Manual: *Human Anatomy & Physiology Laboratory Manual*, 9th ed., by Elaine N. Marieb
Student Access Kit: Web resources available at: www.MasteringAandP.com
ISBN of package: 0321736370

Course Requirements:
Course requirements include, but are not limited to the following: Class Attendance, Participation in Lectures, Tegrity Viewing, Examinations, Lab Practical Examinations, Quizzes, Discussion Board Postings, Worksheets, Simulated Labs, and Participation in Labs.

Course Grade: Four lecture examinations and a final examination will be given. The average of these exams will make up 60% of the total Anatomy and Physiology I grade. Five practical examinations will be given in the laboratory. The average of these exams will make up the remaining 30% of the total Anatomy and Physiology I grade. Weekly quizzes (to be taken in the Synapse lab) and Synapse Lab participation will account for the final 10% of the course grade. A letter grade will be awarded for the course according to the following chart:

Percentage %	Grade
90-100	A
80-89	B
70-79	C
60-69	D
≤59	F

Makeups: There will be no make-ups for lecture exams during the semester without prior arrangements. A comprehensive make-up lecture exam will be given during finals week for students that missed an exam and contacted the instructor before the next class period.

Due to the seating capacity in the laboratory, students must attend the lab section for which they are registered. Due to the extensive set up required for lab practical examinations, *there can be no make-up exams*; however, a comprehensive written make-up exam will be provided for any student that contacts the instructor prior to missing a lab exam with a valid reason.

Tutor Lab: Students are required to spend one hour per week in the tutor lab, which is called the Synapse Lab. Any student that earns a grade below 70% on a lecture exam must make an appointment to meet with the professor within one week. Students scoring below 70% on an exam will be required to attend Synapse for one additional hour per week. The additional synapse hour will focus on select readings and assignments from the *VISUAL A&P* textbook to help students prepare for the next lecture exam. The mandatory additional hour does not apply for Lab exam failures. Failure to complete this requirement will result in a Course Grade of 'I' or 'F' to be given at the discretion of the Department Chair.

A student I.D. is required for entrance to the Synapse. Synapse hours of operation are posted outside room WH117. Make sure to login on the main computer when utilizing this lab.

Weekly Lecture Schedule:
The following is tentative week-by-week schedule for this semester. The dates may change depending on many factors. We will begin with Chapter 1 and proceed through the book through Chapter 14.

Week 1	Aug. 22 – Aug. 26	**Chapter 1**
Week 2	Aug. 30 – Sep. 02	**Chapter 2**
Week 3	Sep. 06 – Sep. 09	**Chapter 2**
Week 4	Sep. 13 – Sep. 16	**Chapter 3**
Week 5	Sep. 20 – Sep. 23	**Chapter 3**
Week 6	Sep. 27 – Sep. 30	**Chapter 4**
Week 7	Oct. 04 – Oct. 07	**Chapter 5**
Week 8	Oct. 11 – Oct. 14	**Chapter 6**
Week 9	Oct. 18 – Oct. 21	**Chapter 8**
Week 10	Oct. 25 – Oct. 28	**Chapter 9**
Week 11	Nov. 01 – Nov. 04	**Chapter 11**
Week 12	Nov. 08 – Nov. 11	**Chapter 12**
Week 13	Nov. 15 – Nov. 18	**Chapter 13**
Week 14	Nov. 22 – Nov. 25	**Thanksgiving**
Week 15	Nov. 28 – Dec. 02	**Chapter 14**
Week 16	Tues. Dec. 06 @11am	**Final Exam**

Lecture Exams: The follow list states the chapters included on each lecture examination. The exact examination dates will be announced in class at least one week prior to the test.
Exam 1 (Ch. 1 – Ch. 2)
Exam 2 (Ch. 3 – Ch. 5)
Exam 3 (Ch. 6 – Ch. 9)
Exam 4 (Ch. 11 – Ch. 14)

Lab Schedule

Date: (week)		**Topic**
Aug 22	1	Synapse Orientation; Anatomical Terminology, Microscope
29	2	Chemistry (Handout), Fluid Transport (Handout)
Sept 5	3	No Lab (Labor Day Holiday)
12	4	**Practical 1**, Cell Division
19	5	Histology (Handout)
26	6	Histology (Handout)
Oct 3	7	**Practical 2;** Nervous System (Handout)
10	8	Nervous System (Handout)
17	9	Special Senses (Handout)
24	10	**Practical 3;** Axial Skeleton (Handout)
Oct 31	11	Appendicular Skeleton (Handout)
Nov 7	12	**Practical 4**; Metrics
14	13	Muscles (Handout)
21	14	Thanksgiving Holiday
28	15	**Practical 5**

Grievances: Odessa College policy suggests that student grievances first be discussed with the instructor. Unresolved issues may then be discussed with the instructor's immediate supervisor.

Academic integrity: Cheating in any form will not be tolerated. The first offense will result in a grade of zero for that assignment. Any subsequent offense will result in expulsion from the course with an "F".

Additional information:

1. Read material prior to coming to class.
2. Reviewing your notes immediately after class is a great way to increase your retention.
3. Tutoring is available in the Synapse Lab! If you are having difficulty, please seek assistance.
4. The last day to drop with a "W" is Wednesday, Nov. 9.
5. The exam dates will be announced in class approximately one week in advance.
6. Grades will be available on Blackboard in the My Grades section.
7. Bring a Scantron and No.2 pencil to exams.
8. Cell phones disrupt the class; therefore, place any electronic device on silent.
9. If you need to leave a message for me, there are post-it notes in the box beside my office door or you may leave a message on my answering machine. (Ext. 6590)

Please feel free to come by my office if you have any questions during the semester. My weekly office hour schedule is posted just outside of my office door. These hours are dedicated to helping you. Please feel free to utilize them any time you need help.

Statement of Special Accommodations: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact m e to discuss your concerns. You may also call the Office of Disability Services at 335-6861 to request assistance and accommodations.

Learning Resource Center (Library): The Library, known as the Learning Resources Center, provides research assistance via the LRC's catalog (print books, videos, e-books) and databases (journal and magazine articles). Research guides covering specific subject areas, tutorials, and the "Ask a Librarian " service provide additional help.

Student E-mail: Please access your Odessa College Student E-mail, by following the link to either set up or update your account: http://www.odessa.edu/gmail/. All assignments or correspondence will be submitted using your Odessa College email.

Student Portal: Please access the Odessa College Portal, by following the link: http://www.odessa.edu/portal.htm. The Portal is a password protected website for OC students & employees. As a student you have access to the following information: Grades, Class Registration, Class Schedules, Specific Course Information, Smarthinking Tutoring and MORE.

Technical Support: Technical Support For Blackboard username and password help and for help accessing your online course availability and student email account contact the Student Success Center at 432-335-6878 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm.

Important School Policies: For information regarding student support services, academic dishonesty, disciplinary actions, special accommodations, or student's and instructors' right to academic freedom can be found in the Odessa College Student Handbook.