



BIOL 2401.101CL
Anatomy & Physiology I
Spring 2021

Lecture:

LIVE Mondays 6:30 - 7:30 PM using "Watch Lectures" tab in Blackboard

****LIVE attendance is not required, but strongly encouraged.**

Lectures are recorded and available in Blackboard for review.

Lab:

On-campus lab meets on Wednesdays from 8 AM - 10:50 AM in MS143.

You will only come on the Wednesdays to which you are assigned.

Instructor Information: Dr. Mayer

Lmayer1@com.edu → E-mail is the best way to reach me. You **must** use your COM email address to receive response.

Phone: 409-933-8244

Student Hours and Location: Online in Blackboard Collaborate Monday 4:30 -5:30 pm.

Required Textbook and Materials:

- ❑ **Class Textbook:** You automatically purchased the eBook at the time of registration. You will gain access to the eBook (through VitalSource) in Blackboard when class begins.
Textbook Information: E.N. & Hoehn, K., 2019. Human Anatomy and Physiology, 11th edition, Boston, MA; Pearson Education, Inc. bundled with MODIFIED Mastering A&P on-line component. ISBN-13: 9780134763415.
- ❑ **Lab Manual:** (Purchase in the COM bookstore) Amerman, E., 2017. Exploring Anatomy & Physiology in the Laboratory, 3rd edition. Englewood, Colorado, Morton Publishing Company (customized for College of the Mainland) ISBN-13: 978-1-61731-955-6
MAKE SURE TO HAVE YOUR LABORATORY MANUAL each on-campus lab day
- ❑ **Web Camera** (either built into your computer or attachable) to take exams and lab practicals

Course Description: Anatomy and Physiology I is the first part of a two-course sequence. It 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 a hands-on learning experience for exploration of human system

components and basic physiology. Systems to be studied include integumentary, skeletal, muscular, nervous, and special senses.

Course Requirements:

Mastering Assignments:

You will have a total of 15 weekly assignments in Blackboard tab called "Mastering A&P". These assignments cover the material of the given week.

Lecture Exams & Comprehensive Final Exam via BlackBoard

There are 4 online exams and 1 online comprehensive final exam. Each lecture exam may consist of multiple-choice, fill-in-the-blank, matching, true-false, essay, and identification. Test dates are listed in the schedule found in this syllabus. Tests will be open for 1 day and are always on Fridays (Friday 12:00 AM to Friday 11:59pm). Any variations are at the professor's discretion on a case-by-case basis, and require pre-approval **prior to** the scheduled exam date.

Whiz Quiz:

You will have 6 Whiz Quizzes in this course. All quizzes will be taken on the days we meet on-campus. Quizzes will cover material from the prior week's lecture. Format will be discussed at time of first Whiz Quiz.

Professionalism:

Your participation in this class in a professional manner is required. Examples of behaviors which detract from this component are: emails sent to the professor written as if sending a text message rather than a proper email, assignments turned in late or with difficulty due to waiting till last minute, arriving late to lab, etc. For a comprehensive listing refer to Blackboard's "Syllabus & Schedule" tab, then click on "Professionalism" folder in Blackboard.

Online Lab Activities and Online Lab Checkouts:

Most weeks you will review an online Lab Activity and then complete a Lab Checkout. Lab Checkouts are questions concerning the material learned in the Lab Activity. Each Lab Activity is released in Blackboard during the appropriate week. Refer to the schedule that follows.

Online Lab Practicals:

Two (2) Lab Practicals are scheduled. A Lab Practical will cover material presented from the class laboratory component during a given section. Please refer to the schedule that follows.

Anything turned-in without your name / student ID# is susceptible to not being graded and resulting in a grade of zero. *Double check all work before submitting*****

Determination of Course Grade/Detailed Grading Formula:

Course Assessment	Total Points	Percentage of Course
LECTURE PORTION	700	70.0%
Respondus Mini Test	5	0.5%
Mastering Assignments (15)	150 (10 points ea.)	15 %
Lecture Exam (4)	320 (80 points ea.)	32.0 %
Final Exam	115	11.5 %
Whiz Quiz (6)	90 (15 points ea.)	9%
Professionalism	20	2%
LABORATORY PORTION	300	30.0%
Lab Checkout Online (10)	120 (12 points ea.)	12.0%
Lab Practical (2)	180 (90 points ea.)	18.0%
TOTAL POINTS	1000	100%

Grading Scale:

- A A Sum of the points earned for course assessments that equals between 900 and 1000 points
- B A Sum of the points earned for course assessments that equals between 800 and 899 points
- C A Sum of the points earned for course assessments that equals between 700 and 799 points
- D A Sum of the points earned for course assessments that equals between 600 and 699 points
- F A Sum of the points earned for course assessments that equals below 600 points.
- I A incomplete may be assigned at the discretion of the instructor in accordance with the policy.
- W A withdrawal may be assigned in accordance with college policy.

Make-Up Policy:

Mastering Assignments: You have plenty of time to complete these and work out any technical issues. There are no make-ups or late assignments permitted.

Lecture Exams and Comprehensive Final Exams in Blackboard:

Test dates are listed in the schedule found in this syllabus. Tests will be open for 1 day and are always on Fridays (Friday 12:00 AM to Friday 11:59 PM). Any variations are at the professor's discretion on a case-by-case basis, and will require pre-approval **prior to** the scheduled exam date. **If you miss the exam date expect to receive a grade of zero (0).**

Lab Practicals: Lab practicals are listed in the schedule found in this syllabus. Lab practicals will be open for 1 day and are always on Fridays (Fridays 12:00 AM to Friday 11:59 PM). Any variations are at the professor's discretion on a case-by-case basis, and require pre-approval **prior to** the scheduled lab practical date. **If you miss the lab practical expect to receive a grade of zero (0).**

Lab Checkouts (Online): You have plenty of time to complete these assignments. For this reason, there are no make-ups or late assignments permitted.

Whiz Quizzes: At the end of the semester the lowest Whiz Quiz score will be dropped and replaced by your highest scoring Whiz Quiz (which essentially counts twice). For this reason, there are no make-ups permitted.

Attendance Policy: Your attendance is critical to the success you will have in this course. Participate and keep up with the pace of the course.

- You must log in to Blackboard and turn in at least one assignment online every week. You should turn in ALL assignments that are due. HOWEVER, for attendance purposes you must at minimal turn in one of all required for that week. Failure to do so will result in a mark of (1) absence for the week.
- If you reach (3) or more marks of absence you should expect to be dropped from the course.
- On-campus Lab Activities are **mandatory**:
 - **You are required to come to lab to complete on-campus laboratory exercises. Missing more than 1 (ONE) in-person lab will result in an automatic "F" for the course grade. The only exception is for a documented allowable excuse approved by the instructor (e.g. illness or death in the family), requested within 24 hours of the lab date. Documentation will be required and verified.**
- **Tardiness:** On-campus meetings: It is understood that sometimes you may be “running behind”. Do your best to make it to class on time. Tardiness may result in an absence if not present when attendance is taken and may prevent you from participation in lab experiments or examinations. It may result in grade reduction. If you are late and a quiz, or activity has been administered, time will not be extended. The quiz / activity will be due at the end of the allotted time as it is for the rest of the class. Do your best not to eat into your own time.

Communicating with your professor: ALL electronic communication with the professor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Student Learner Outcome (SLO)	Maps to Core Objective(s)	Assessed via this Assignment
1. Use anatomical terminology to identify and describe locations of major organs of each system covered.		Diagram questions on Exam 1, 2, 3, and 4
2. Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.		Exam 1 Essay Questions
3. Describe the interdependency and interactions of the systems.		Group Case Study Activity
4. Explain contributions of organs and systems to the maintenance of homeostasis.	CT	Group Case Study Activity
5. Identify causes and effects of homeostatic imbalances.		Group Case Study Activity
6. Describe modern technology and tools used to study anatomy and physiology.		Muscle Fatigue Lab
7. Apply appropriate safety and ethical standards.		Lab Safety Quiz

8. Locate and identify anatomical structures.		Lab Practical 2
9. Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems, and virtual simulations.		Lab Practical 3
10. Work collaboratively to perform experiments.	TW	Disarticulated Skeleton Race Assignment
11. Demonstrate the steps involved in the scientific method.		Bloody Cytology Exercise 4-3
12. Communicate results of scientific investigations, analyze data and formulate conclusions.	CS	Forensic Lab
13. Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing, and summarizing, to make decisions, recommendations, and predictions.	EQS	Forensic Lab

Academic Dishonesty: Disciplinary actions will be taken for students who exhibit disorderly conduct, cheat on exams, submit plagiarized work (see below), or are involved in collusion (helping others cheat or plagiarize) as defined in the Student Handbook under the heading, “Discipline and Penalties.” The maximum penalty imposed for violations will be an F in the course. The student will also be referred to the Associate Vice President of Student Success and Conduct for further disciplinary action. Please read through the “Standards of Student Conduct” in the Student Handbook for a more complete discussion of these issues and your rights and responsibilities.

Plagiarism: The practice of taking someone else's work or ideas and passing them off as one's own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else’s words without giving proper citation, copying directly from a website and pasting it into your paper, using someone else’s words without quotation marks. Any assignment containing any plagiarized material will receive a **grade of zero** and the student will be referred to the Office of Student Conduct for the appropriate discipline action. In addition, I am providing you with an internet link to a video on Plagiarism. I would strongly urge you to look this over early in the course.

Link to resource about ways to avoid plagiarism:

<http://en.writecheck.com/ways-to-avoid-plagiarism/>

Classroom Conduct Policy: College of the Mainland requires that students enrolled at COM be familiar with the Standards of Student Conduct, which can be found in the on-line Student Handbook. <http://www.com.edu/student-services/student-handbook.php>. Students are expected to be familiar with and abide by the Student Code of Conduct. Any violations of the Code of Conduct will result in a referral to the Dean of Students and may result in dismissal from this class.

Classroom Etiquette (If in-person class resumes, or applies to lab setting):

You are responsible for any content you miss when you leave class for any reason.

Concerns/Questions Statement: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Sheena Abernathy, Chair of the Science Department, at 409-933-8330 or by email: sabernathy@com.edu

Course outline: (Tentative Schedule)

WEEK #	SUBJECT	Available Monday 8 AM - Thursday 8 PM (Due by Thursday 8 PM)	On-Campus Lab WED 8 AM - 10:50 AM	**ALERT** ONLY OPEN FRIDAY 12AM -11:59 PM
1. Jan. 17 - Jan. 23	Chapter 1 – Intro. To A&P* <i>First Week of School only: Live Lecture is Wednesday 9:30 - 10:30 AM</i>	Respondus Mini Test* Lab Checkout 1* Mastering Assignment 1* <i>First Week of School only: Due Date for all assignments is Saturday 5 PM</i>	NONE	
2. Jan. 24 – Jan. 30	Chapter 2 – Chemistry	Lab Checkout 2 Mastering Assignment 2	NONE	
3. Jan. 31 – Feb. 6	Chapter 3 – The Cell	Lab Checkout 3 Mastering Assignment 3	Group A - YES Group B - NO	
4. Feb. 7 – Feb. 13	Chapter 4 – Tissues	Lab Checkout 4 Mastering Assignment 4	Group A - NO Group B - YES	Exam 1 Online
5. Feb. 14 – Feb. 20	Chapter 5 – Integumentary System	Lab Checkout 5 Mastering Assignment 5	Group A - YES Group B - NO	
6. Feb. 21 – Feb. 27	Chapter 6 – Bones & Skeletal Tissue	Lab Checkout 6 Mastering Assignment 6	Group A - NO Group B - YES	Exam 2 Online
7. Feb. 28 – Mar. 6	Chapter 7 – The Skeleton	Lab Activity 7 Mastering Assignment 7	Group A - YES Group B - NO	
8. Mar. 7 – Mar. 13	Chapter 8 – The Joints	Lab Checkout 8 Mastering Assignment 8	Group A - NO Group B - YES	Lab Practical 1 Online
Mar. 14 – Mar. 20	SPRING BREAK	SPRING BREAK	SPRING BREAK	SPRING BREAK
9. Mar. 21 – Mar. 27	Chapter 9 – Muscles Chapter 10 – The Muscular System	Lab Checkout 9 Mastering Assignment 9	Group A - YES Group B - NO	Exam 3 Online
10. Mar. 28 – Apr. 3	Chapter 12 – Central Nervous System	Lab Checkout 10 Mastering Assignment 11	Group A - NO Group B - YES	
11. Apr. 4 – Apr. 10	Chapter 13 – Peripheral Nervous System	Mastering Assignment 12	Group A - YES Group B - NO	Exam 4 Online

12. Apr. 11 – Apr. 17	Chapter 14 – Autonomic Nervous System	Mastering Assignment 13	Group A - NO Group B - YES	
13. Apr 18. – Apr. 24	Chapter 15 – Eyes	Mastering Assignment 14	Group A - YES Group B - NO	
14. Apr. 25 – May 1	Chapter 15 – Ears	Mastering Assignment 15	Group A - NO Group B - YES	Lab Practical 2 Online
15. May. 2 – May 8	Self-Study	NONE	NONE	Final Exam Online
16. May 9 - May 15	Grade Review			

Institutional Policies and Guidelines

Grade Appeal Process: Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook. <[https://build.com.edu/uploads/sitecontent/files/student-services/Student Handbook 2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student%20Handbook%202019-2020v5.pdf). An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor’s professional judgment of the quality of the student’s work and performance is also not an admissible basis for a grade appeal. [https://build.com.edu/uploads/sitecontent/files/student-services/Student Handbook 2019-2020v5.pdf](https://build.com.edu/uploads/sitecontent/files/student-services/Student%20Handbook%202019-2020v5.pdf)

Academic Success & Support Services: College of the Mainland is committed to providing students the necessary support and tools for success in their college career. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

ADA Statement: Any student with a documented disability needing academic accommodations is requested to contact Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student that is needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to setup their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

Textbook Purchasing Statement: A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**if a student prefers a hard copy of the textbook, a used or new book (10th or 11th edition) can be purchased independently. You will still need to keep the digital textbook through VitalSource in Blackboard in order to complete assignments online.*

Withdrawal Policy: Students may withdraw from this course for any reason prior to the last eligible day for a “W” grade. Before withdrawing students should speak with the professor and consult an advisor. Students are only permitted to withdraw six times during their college career by State law.

The last day to withdraw for this course is April 26th.

After this date, whatever grade you have earned will become your permanent grade.

Please if you are having trouble in the course especially early on, contact me so that we can get you the help that you need to avoid a withdrawal from the course. I want you to be here all the way until the end of the course. There is always a solution.

FN Grading: The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor.

Early Alert Program: The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention is very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

COVID-19 Statement: All students, faculty and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at www.com.edu/coronavirus.. Students are required to watch a training [video](#), complete the [self-screening](#), and acknowledge the safety guidance at: www.com.edu/selfscreen. In addition, students, faculty, and staff must perform a [self-screening](#) prior to each campus visit. Finally, students, faculty, or staff which have had symptoms of COVID-19, received a positive test for COVID-19, or have had close contact with an individual infected with COVID-19 must complete the [self-report tool](#).

Please be aware that I reserve the right to make changes to the schedule/syllabus as necessary. Any changes or updates will be announced in class and/or through Blackboard.