



## BIOL 2404 Survey of A & P (BIOL 2404.088)

Course Syllabus: Fall 2018

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*"Northeast Texas Community College exists to provide responsible, exemplary learning opportunities."*

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
						Through Bb

*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: 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.

**Required Textbook(s):** Martini, et. al. Visual Essentials of Anatomy & Physiology with Mastering A&P Access. This class is participating in Exclusive Access Program through the College Store enabling you to receive your course materials at a much lower price and allowing you to access the materials when you first enter Blackboard. **You have already paid for the required textbook in your tuition and fees.**

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

**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.**

**Recommended Reading(s):** Appropriate chapters in textbook as assigned

### **Core Curriculum Purpose and Objectives:**

Through the core curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world; develop principles of personal and social responsibility for living in a diverse world; and advance intellectual and practical skills that are essential for all learning.

Courses in the foundation area of **life and physical sciences** focus on describing, explaining, and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

## 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.

## Lecture Readings and Discussions:

Aug 27 – Sept 19	Unit 1: Chapters 1, 3, 4	
Sept. 19	Unit 1 Exam	
Sept. 19 – Oct 10	Unit 2: Chapters 5, 6, 7 & 8	
Oct. 10	Unit 2 Exam	
Oct. 10 – Oct. 31	Unit 3: Chapters 10, 11, 12	Oct. 19 Lab Practical 1
Oct. 31	Unit 3 Exam	
Oct. 31 – Nov. 21	Unit 4: Chapters 13, 14, 15	
Nov. 21	Unit 4 Exam	

Nov. 21 – Dec. 5	Unit 5: Chapters 17, 18, 19
Dec. 5	Unit 5 Exam
Dec. 10 – 13	Final Exam and Lab Practical 2

### **Evaluation/Grading Policy:**

40%	5 unit examinations taken using Respondus Monitor
15%	Mastering A&P homework
20%	1 comprehensive final taken in person at an approved proctored testing center
25%	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 Pearson’s Mastering A&P. Each assignment or quiz will be due at a specific time in the semester related to the lecture schedule.
- There are 5 unit tests. Each unit test will be taken through Respondus Monitor. You are required to use LockDown Browser with a webcam, which will record you during an online, non-proctored exam. (The webcam feature is sometimes referred to as “Respondus Monitor.” Your computer must have a functioning webcam and microphone. There is a \$10.00 fee to use Respondus Monitor payable to Respondus when you first download the program). Read the information in the “Start Here” folder to familiarize yourself with the process for downloading the browser and using the webcam.
- There are 2 lab practicals. The first lab practical will be taken through Respondus Monitor and the final lab practical will be taken at your proctored testing center along with your final exam for the course.
- 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.

- The last day to drop the course with a grade of W is **Tuesday, November 20, 2018**. 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 Statement:**

"Students are expected to complete course work in an honest manner, using their intellects and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. NTCC upholds the highest standards of academic integrity. This course will follow the NTCC Academic Honesty policy stated in the Student Handbook."

**Academic Ethics:**

The college expects all students to engage in academic pursuits in a manner that is beyond reproach. Students are expected to maintain complete honesty and integrity in their academic pursuit. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. Refer to the student handbook for more information on this subject.

**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 arrange an appointment with a College counselor to obtain a Request for Accommodations form. For more information, please refer to the NTCC Catalog or Student Handbook.

**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.