

BIOL 2112 Human Anatomy & Physiology II

Web-enhanced

Fall 2009 • Syllabus

Instructor information: Adele Cunningham, Ph.D.; Office: Room-220
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Office hours:

Monday	3:30 – 6:30
Tuesday	2:55 – 3:55
Wednesday	9:15 – 10:15 1:30 – 4:30
Thursday	9:15 – 11:15

Prerequisite: There is **no prerequisite** for this course.

Textbooks& Supplies: *Human Anatomy & Physiology*, Marieb and Hoehn
and
Human Anatomy & Physiology Lab Manual, Elaine Marieb

Course objectives: This course examines **fundamental concepts** in **Human Anatomy & Physiology**. The goal of this course is to give the students an understanding of the **major organ systems** of the human body.

Important Dates: August 18 -21 drop/add days
September 7 Labor Day
October 9 Midterm
November 25 – 28 Thanksgiving
December 4 Last day of classes

Course withdrawals: See the **college catalog** for school policy on course withdrawals and refunds. Financial aid can answer your questions about the consequences of withdrawing or not withdrawing.

Letter Grades will be determined from final course averages based on the following scale:

A = 90.0-100; **B** = 80.0-89.9; **C** = 70.0-79.0; **D** = 60.0-69.0;
F = <60

	Points
Test 1	100
Test 2	100
Test 3	100
Test 4	100
Test 5	100
Lecture test total	500
Lab assignments	45
Web participation	110
6 Lab tests	300 (50 points each)
Total points	955

NOTE: The grading scale is **NOT** subject to discussion. There are **no** opportunities for extra credit. Weekly lab assignments and quizzes together are equal to one test. You can improve your grade significantly by attending lab and being present in class on quiz days. You can only make up missed lab assignments by spending in lab. Forty-five minutes of lab time will be required for each missed lab assignment.

Grade disputes:

I will be happy to consider possible errors in grading **if** you present a clear concise explanation of the problem. I will **not** consider any grade dispute more than two weeks after the return of an exam.

Incomplete Grades: An incomplete or “**T**” grade is available only for non-academic reasons and only before the time grades are turned in. Students must make up missed work the following semester or the grades automatically become an “**F**”. Students may not reregister for the class.

Withdrawal after midterm will result in an automatic “**F**” unless the withdrawal has been approved by the Vice President of Academic Affairs.

Missed Exams: My general policy is **not to give make-up Exams**. If you miss an exam due to circumstances beyond your control, you must provide **documentation** to me and arrange to take the exam within **five days**. For make-up tests you will be given a list of topics for essays and definitions to know. Make-up tests will be **entirely short answer and essay**.

Students with a college approved scheduled absence (athletics, military duty, etc.) MUST contact the professor well in advance of the scheduled absence. Exams may be taken early in those specific cases.

Attendance policy: It is the policy of the college and your professor to require your attendance at each class. Attendance is an essential part of learning the material and making a good grade.

Tips for Success:

- Set priorities** – At least twice a week make studying your top priority!
- Reward** – yourself for meeting small goals like studying
- Be organized** – keep your work where you can get to it quickly (not mixed in with all your other classes) and in an understandable, chronological order.
- Read!** Read your class notes and the text as soon after lecture as possible.
- Be diligent** – do the homework and study for tests and quizzes as soon as possible after they are assigned.
- Be smart** – use resources wisely; study groups, library, tutoring, World Wide Web.
- Be there!** The learning process starts in the classroom. You will also begin to learn what to expect on tests and what topics to emphasize when you study.

Bainbridge College Catalog

Students should read the Bainbridge College Catalog and Student Handbook to become familiar with College policies. Policies specified in the current catalog are applicable unless otherwise stated in this syllabus.

CLASS STANDARDS:

The student is expected to be on time and attend every class. If absent from a class, it is the responsibility of the student to obtain missed information from a classmate. Missed information includes not only lecture notes, but also any possible information regarding syllabus changes or announcements. The student is expected to arrive on time prepared to take notes, i.e., with pen, paper, and colored markers/pencils.

Academic integrity: Students should be aware that absolute academic integrity is expected of every student in all undertakings at Bainbridge College. Failure to comply can and will result in strong penalties imposed by the college. See the Student Handbook for Bainbridge College policy on Academic Integrity. In addition to any college imposed sanctions, any student found plagiarizing or cheating (including copying from another student's exam, communicating on exams, using unauthorized materials during an exam) will receive a grade of Zero for that exam. I anticipate that this will not be a problem.

Students with disabilities: In compliance with the Bainbridge College policy and equal access laws, I am available to discuss appropriate academic accommodations that may be

required for students with disabilities. Requests for academic accommodations are to be made during the first three weeks of the semester, except for unusual circumstances, so arrangements can be made. Students are encouraged to fill out a **special needs form** in the Office of Admissions and submit a copy to me to verify their eligibility for appropriate accommodations.

Computer Access:

Use of the computer is important for this course. This will include use of email and World Wide Web. Computers are available for student use in the computer lab.

Tutoring

Tutoring is available in the counseling center. **All** students are eligible for tutoring. Especially if you have been out of school for several years, it is strongly recommended that you take advantage of the tutoring service. Tutors are other students and can give you valuable help!

In choosing to take this course, you are agreeing to abide by the course rules, regulations, and standards. Should you have concerns or questions, you should discuss them with the instructor as soon as possible. However, you are bound by these rules, regulations, and standards from the first day of class throughout the duration of the course.

Syllabus BIOL 2112 Anatomy and Physiology II
Web-enhanced lecture Fall 2009
The schedule below may change!

Week of August 17	Chapter 16 The Endocrine System
Week of August 24	Chapter 17 Blood
Week of August 31	Test 1
Week of September 7	Chapter 18 The Cardiovascular System
Week of September 14	Chapter 19 Blood vessels
Week of September 21	Test 2 DVD on the Circulatory system
Week of September 28	Chapter 20 The Lymphatic System Chapter 21 The immune system
Week of October 5	Chapter 22 The Respiratory system
Week of October 12	Test 3 Digestive DVD
Week of October 19	Chapter 23 The Digestive system
Week of October 26	Chapter 24 Nutrition, Metabolism, and Body Temperature Regulation
Week of November 2	Test 4
Week of November 9	Chapter 25 The Urinary system Chapter 26 Fluid, Electrolyte, and Acid-Base Balance
Week of November 16	Chapter 27 The Reproductive System
Week of November 23	Test 5
Week of November 30	Reproductive System DVD

Syllabus BIOL 2112 Anatomy and Physiology II
Web-enhanced lab Fall 2009
The schedule below may change!

Week of August 17	Exercise 27 Functional Anatomy of the Endocrine Glands
Week of August 24	Exercise 29 Blood
Week of August 31	Test 1
Week of September 7	Exercise 30 Anatomy of the Heart Biopac EKG
Week of September 14	Test 2
Week of September 21	Exercise 32 Anatomy of Blood Vessels Biopac blood pressure
Week of September 28	Exercise 35A The Lymphatic System and Immune Response
Week of October 5	Test 3
Week of October 12	Exercise 36 Anatomy of the Respiratory System (dissection)
Week of October 19	Exercise 38 Anatomy of the Digestive System (dissection)
Week of October 26	Test 4
Week of November 2	Exercise 41A Urinalysis
Week of November 9	Test 5
Week of November 16	Exercise 42 Anatomy of the Reproductive System
Week of November 23	Test 6
Week of November 30	Make-up lab tests begin at 7:15