

# McLennan

C O M M U N I T Y

# COLLEGE

WACO, TEXAS

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## **COURSE SYLLABUS AND INSTRUCTOR PLAN**

**Anatomy & Physiology I BIOL 2401.08**  
**(lecture + lab)**

**ANNE E. MERCHANT**

**NOTE: This is a sixteen-week course.**

### **COVID 19 Notice:**

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website at <https://www.mclennan.edu/crisis-management/coronavirus-updates/index.html> on any changes to these guidelines.

**Course Description:**

Anatomy and Physiology I is the first part of a two-course sequence. In BIOL 2401 we 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, with emphasis 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.

NOTE: Must have passed the reading and writing portion of the TSI Assessment or have credit for INRW 0402. Semester Hours 4 (3 lec/3lab)

**Prerequisites and/or Corequisites:** None

**Course Notes and Instructor Recommendations:**

1. No days off. Schedule time every day to accomplish something large or small.
2. Stick to the due dates. Be your own boss. Get it done.
3. BE CERTAIN YOU ARE RECEIVING ANNOUNCEMENTS/EMAILS ON **STUDENT EMAIL**
4. Ask questions. Ask me. Ask yourself. Ask a friend. Ask the internet. Be a detective.
5. Want it? Work for it. Don't give up.

**Instructor Information:**

Instructor Name: Anne E. Merchant

MCC E-mail: **amerchant@mclennan.edu**

Office Phone Number: **(254) 299-8764 (voice mail goes to email)**

Office Location: **HP 232** (building next to science)

Conference Hours: ZOOM office hours by appt; M/W 2-3pm HP 232

**\*email is the best/most efficient way to communicate with me outside of class**

**Required Text & Materials:**

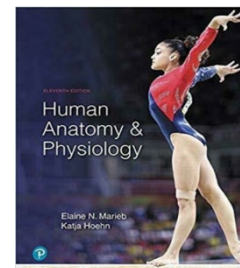
**Modified Mastering A&P with eText (included, no purchase necessary)**  
(purchased with course registration/fee)

**Author:** Marieb

**ISBN:** 9780134763415

**Copyright Year:** 2019

**Publisher:** Pearson Learning Solutions



**REQUIRED; available in MCC bookstore *only***

Anatomy & Physiology I Lab Manual (LL)(CUSTOM) (V1)  
\$80.93

ISBN: 9781323994986

Author: Pearson

Publisher: Pearson Learning Solutions

Formats: Loose-Leaf

Copyright Year: 2020

{[MCC Bookstore Website](#)}

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**Methods of Teaching and Learning:**

I use PowerPoint as my main mode of lecture delivery and hands-on lab teaching with a lab manual (required). Be prepared to take notes in class and create study guides. Brightspace, aka Desire 2 Learn (D2L) will be your best friend for keeping up with the material and important announcements.

**Course Objectives:**

**Critical Thinking (CT)** --to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

- *Taught through daily discussion and assessed using lecture exams with a course-wide bank of CT questions and laboratory exercises that challenge students to answer more complicated real-life questions and predict outcomes using what they've learned in lecture.*

**Communications Skill (COM)**-- to include effective written, oral, and visual communication

- *Taught through formal or informal presentation (including oral, written, and visual components), class discussion and assessment via common rubric for use of scientific language, clarity, and understanding. Also taught using scientific articles or current events within face-to-face or online discussion groups.*

**Empirical & Quantitative Skills (EQS)** -- to include applications of scientific and mathematical concepts.

- *Taught using specific laboratory exercises involving measurements and very basic data collection. (E.g., measuring arm length among each group, tallying the data, and then analyzing it by gender and height.).*

**Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

- *Taught using specific laboratory or homework exercises and/or through class or online discussion of a given topic.*

**Learning Outcomes (lecture):**

Upon successful completion of this course, students will:

1. Use anatomical terminology to identify and describe locations of major organs of each system covered.
2. Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
3. Describe the interdependency and interactions of the systems.
4. Explain contributions of organs and systems to the maintenance of homeostasis.
5. Identify causes and effects of homeostatic imbalances.
6. Describe modern technology and tools used to study anatomy and physiology.

Upon successful completion of this course, students will:

1. Apply appropriate safety and ethical standards.
2. Locate and identify anatomical structures.
3. Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems, and virtual simulations.
4. Work collaboratively to perform experiments.
5. Demonstrate the steps involved in the scientific method.
6. Communicate results of scientific investigations, analyze data and formulate conclusions.
7. Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing, and summarizing, to make decisions, recommendations and predictions.

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**Tentative Course Schedule: Check D2L/Email/Remind daily for changes**

Day	Reading/Lab Assignment (**all recommended reading linked in Brightspace**)	Location
Aug 22	Intro to 2401; Chapter 1 lecture; read before class	238
Aug 24	Ch 2: Chemistry lecture; read before class	217
Aug 29	Ch 1/ lab	238
Aug 31	Ch 3: The Cell lecture; read before class	217
Sep 5	<i>Labor Day; no class</i>	
Sep 7	Tissues Ch 4 lecture; read before class	217
Sep 12	Cell lab; Tissues Lab	238
Sep 14	<b>Exam 1: Ch 1-4; bring scantron 882-e and pencils / LP1 (30-40 questions on PPT)</b>	217
Sep 19	Ch 5: Integumentary System + Lab (bring notes and lab manual)	238
Sep 21	Ch 6: Bone histology lecture... you know to read now, right?	217
Sep 26	Bone lab: <b>BRING LIST OF BONES TO KNOW FOR LPI and CH 7 NOTES</b>	238
Sep 28	Joints and Articulations lab: <b>BRING LIST OF BONES TO KNOW FOR LPII and CH 7 NOTES</b>	238
Oct 3	Bone lab: <b>BRING LIST OF BONES TO KNOW FOR LPII and CH 7 NOTES</b>	238
Oct 5	<b>Unit 2 Exam: Ch 5-8</b>	217
Oct 10	<b>LP II Bones and Articulations</b> Arrive in two groups TBD	238
Oct 12	Ch 9: Muscle histology	217
Oct 17	Muscle ID in lab; <b>BRING LIST OF MUSCLES FOR LP III AND HANDOUT</b>	238
Oct 19	Muscle anatomy study (in lab S238)	217
Oct 24	Muscle ID in lab; <b>BRING LIST OF MUSCLES FOR LP III AND HANDOUT</b>	238
Oct 26	Ch 11/12combo: Central nervous system	238
Oct 31	<b>LP III: Muscles (two groups)</b> Arrive in two groups TBD	238
Nov 2	Finish Ch 11-12 lecture	217
Nov 7	<b>LPIV review...bring materials</b>	238
Nov 9	<b>UNIT EXAM 3</b>	217
Nov 14	<b>LPIV review...bring materials</b>	238
Nov 16	Start Lecture Unit 4	217
Nov 21	<b>LPIV review...bring materials</b> (no class on 11/23)	238
Nov 28	Finish Unit 4 lecture	217
Nov 30	<b>LP IV: brain/senses</b> Arrive in two groups TBD	238
Dec 5	<b>Unit 4 (final) Exam (50 QUESTIONS/NO SHORT ANSWER + vocabulary)</b>	217

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**Course Grading Information:**

Category	approximate weight
Daily labs	10%
Online lecture/lab quizzes	20%
Exams	70%

TOTAL 100%

Grading is calculated on a 0-100 scale: A = 90-100; B= 80-89; C = 70-79; D= 60-69; F <60

- The lowest assignment grade in each category is dropped

**Late Work, Attendance, and Make Up Work Policies:**

**IF YOU ARE SICK (WITH ANYTHING, DO NOT COME TO CLASS.**

I will work with you on makeup lectures and work on a case-by-case basis.

Undocumented illness or unexcused missing class will NOT entitle a student to online video links and assignments. This is a face-to-face course.

**Student Behavioral Expectations or Conduct Policy:**

**Practice the Golden Rule. It's simple.**

\* [Click Here for the MCC Attendance/Absences Policy \(https://www.mclennan.edu/highlander-guide/policies.html\)](https://www.mclennan.edu/highlander-guide/policies.html)

Click on the link above for the college policies on attendance and absences





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## ACADEMIC RESOURCES/POLICIES

### **Accommodations/ADA Statement:**

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit [www.mclennan.edu/disability](http://www.mclennan.edu/disability).

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu)

254-299-8122

Room 319, Student Services Center

### **Title IX:**

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>.

Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://www.mclennan.edu/titleix/). It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

**Student Support/Resources:**

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

**MCC Foundation Emergency Grant Fund:**

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found at [https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity) for information about academic integrity, dishonesty, and cheating.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-Staff-Commons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**Minimum Technical Skills:**

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

**Backup Plan for Technology:**

In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.



**Email Policy:**

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails. For more information about your student email account, go to [www.mclennan.edu/student-email](http://www.mclennan.edu/student-email).

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-an-outlook-account-in-the-ios-mail-app-b2de2161-cc1d-49ef-9ef9-81acd1c8e234?ui=en-us&rs=en-us&ad=us>)
- [Email Setup for Androids](https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us) (<https://support.microsoft.com/en-us/office/set-up-email-in-android-email-app-71147974-7aca-491b-978a-ab15e360434c?ui=en-us&rs=en-us&ad=us>)

**Forwarding Emails:**

You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.