

McLennan C O M M U N I T Y C O L L E G E

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

Anatomy & Physiology I

BIOL - 2401 – SECTION 90

Dr. John W. Seawright

NOTE: This is a 16-week course.

NOTE: This is an Online course.

NOTE: You will be required to meet 1 hour a week outside of class time for supplemental instruction.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

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.

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

Prerequisites and/or Corequisites:

Must have passed the reading and writing portion of the TSI Assessment or have credit for INRW 0402.

Course Notes and Instructor Recommendations:

This course covers a lot of material. To be successful you will need to devote a large amount of DAILY study time.

- 1) Come to class/log-in frequently and actively engage in class and with your classmates (through discussion, text, email, Zoom, and other online means only).
- 2) The biggest mistake you can make in a hybrid or online course is to procrastinate and do everything the last minute. This does not work (see 3)).
- 3) We will be covering 15 chapters in 16 weeks (plus exams). You will need to incorporate A&P into your daily schedule for the next 16 weeks. (It is estimated that you should spend ~3 hours a week per every credit hour. This is a 4-credit hour class. Therefore, **at minimum, you should set aside 12 hours/week to study.** This is in addition to the time you spend in class/taking your notes.
- 4) Zoom with me for help!

Instructor Information:

Instructor Name: John W. Seawright, Ph.D.

MCC E-mail: jseawright@mclennan.edu Office Phone Number: (254) 299-8185

Office Location: FO Building, Room 206

Office/Teacher Conference Hours: All meetings will be conducted via Zoom. I will open a Zoom meeting at 9:30 on Mondays and Wednesdays as a “walk in” time. However, I realize that this may not work for all of you. Therefore, I will do my best to make time to work around your schedule as much as possible. Please email me and we can set up a Zoom time, M-F.

Zoom ID: 2542998185

Other Instruction Information: **E-mail is the best way to contact me.** You must use your MCC student email address whenever you email me. If you do not use your MCC email address, I cannot respond. Please include your course and section number in the subject line:

BIOL2401.90.

I attempt to respond to emails and calls within 24 hours, Monday-Friday (8-5 pm).

Required Text & Materials:

The following text and materials will be used throughout this course. **YOU DO NOT NEED TO PURCHASE THESE.** Our course is Inclusive Access and these materials are provided to you through Brightspace.

Title: *Human Anatomy & Physiology*

Author: Elaine N. Marieb and Katja Hoehn

Edition: 11th

Publisher: Pearson Learning Solutions

ISBN: 9780135161944

*Note: If you can find a previous edition of this text for a cheaper price, do it!

Pearson Mastering A&P

<https://www.pearsonmylabandmastering.com/northamerica/masteringaandp/>

New texts come with this software code. If you have a previous version of the text, you will have to purchase the software code separately. I will provide you with a Course ID number.

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Methods of Teaching and Learning:

Lectures, quizzes, and laboratory exercises will be used throughout the duration of this class. Additionally, a teamwork exercise in the form of a team presentation will be required. **This presentation must be completed via online/digital communication only!**

Video lectures will be posted to Brightspace that will cover the entire chapter. You must watch these videos. I have provided you a base copy of notes. I suggest you print this (or make electronic notes on them) as you go through the lecture videos and readings.

Lectures will focus primarily on physiology and how/why things work. The laboratory component will focus on the identification of anatomical structures and the application of physiological concepts detailed in lecture.

Additional participation in weekly supplemental instruction (SI) will be required. SI sessions will review material presented in lab/lecture and provide an additional question/answer opportunity. You must attend a minimum of 10 weekly SI sessions. After each attended session, you will have access that week's SI quiz/assignment. **You MUST attend that week's SI for access to the associated SI quiz/assignment.** For your SI grade, I will take your 10 highest weekly SI grades.

Focused group study is encouraged! Make use of our discussion board, Zoom, email, and text with each other!

Our current pandemic does not allow you to meet with each other in person, but that does not mean you cannot connect with each other electronically!

Course Objectives and/or Competencies:

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.

Learning Outcomes (laboratory):

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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Course Outline or Schedule:

	Topic	Chapter Assignments Due (11:59 pm CST)
Week 1	Orientation , Chapter 1 - The Human Body: An Orientation	17-Jan
Week 2	Chapter 2 - Chemistry Comes Alive!	24-Jan
Week 3	Chapter 3 - Cells	31-Jan
Week 4	Chapter 4 - Tissues	7-Feb
Week 5	Exam 1	14-Feb
Week 6	Chapter 6/7 - The Skeletal System	21-Feb
Week 7	Chapter 8 - Joints	Feb-21
Week 8	Chapter 5 - The Integumentary System	7-Mar
	*** <i>SPRING BREAK - (March 8 - 12)</i> ***	
Week 9	Mid-term Lab Practical	14-Mar
	Exam 2	21-Mar
Week 10	Chapter 9/10 - The Muscular System	28-Mar
Week 11	Chapter 11 - The Nervous System	4-Apr
Week 12	Chapter 12 - The Central Nervous System	11-Apr
Week 13	Video Presentations / Exam 3	18-Apr
Week 14	Chapter 13/14 - The Peripheral & Autonomic Nervous Systems	25-Apr
Week 15	Chapter 15 - The Special Senses	2-May
Week 16	Final Lab Practical	3-May
	Final Exam (Exam 4)	5-May

Exam 1: by February 14

Mid-Term Lab Practical: by March 14

Exam 2: by March 21

Optional Research Paper: By May 2

Presentations: by April 18

Exam 3: by April 18

Final Lab Practical: May 3

Final Exam (Exam 4): May 5

PLEASE NOTE: All assignments are due by 11:59 pm central standard time. All quizzes and exams will be proctored using Lockdown Browser and Respondus Monitor. *The above schedule is tentative and is subject to change.* Any changes to the schedule will be announced through Brightspace.

All student initiated withdrawals must be requested no later than Friday, March 26.

Course Grading Information:

Point Distributions

- 4 Lecture Exams (400 pts)
- 2 Laboratory Practical Exams (200 pts)
- 10 Supplementary Instruction* (100 pts)
- 1 Team Presentation (60 pts)
- 1 Teamwork Assignment (10 pts)
- 16 Chapter homeworks/assignments (320 pts)
- 12 Chapter Quizzes (240 pts)

A total of 1,330 points are available to earn in this class.

For your safety and mine, no assignments will pass from you to myself and vice versa. Therefore, **all graded assignments will be online via Brightspace or Pearson's Mastering A&P.**

Lecture Exams will consist of primarily of multiple-choice questions and matching questions but may also include true/false and short-answer/essay questions. The Final Exam (Exam 4) will consist of two parts, the second of which will be a cumulative section. **You may use a 3" x 5" notecard to on the cumulative section of the Final Exam.**

Laboratory Practical Exams will be primarily focused on identification of anatomical structures/terminology and the application/interpretation of physiology concepts using the anatomical models, tissue, histology, graphs, etc. covered during the laboratory portion of the class. These will be fill-in-the-blank exams. There is no word bank. Spelling counts.

Quizzes will be administered following each chapter. The quizzes will cover **both the chapter lecture material as well as the associated labs.**

All exams, practicals, and quizzes will be proctored via Lockdown Browser and Respondus Monitor. When taking these assessments outside of the classroom, you will need to:

- 1) **Provide your student ID** (or some form of ID so we can verify your identity)
- 2) **You will be recorded via Respondus Montitor for the duration of the assessment.** (afterwhich I will review the recording)
- 3) **Your video and microphone must remain on for the duration of the assessment.**
- 4) **Provide a full 360 degree view of your surrounding before beginning the assessment.**
- 5) **Complete the assessment without outside aid.** (These assessments are to be completed on your own, without notes, books, classmates, phone, tablet, internet, apple watch or other means that would be defined as academic dishonesty).
- 6) **Complete the assessment in one sitting.** (Do not get up or leave the frame of the camera.)

~~7) **Ensure your environment is as quiet as possible.** (Nobody should be talking to you~~

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during your assessment, there should be no music blaring, and you should not be wearing headphones).

Failure to meet any of these criteria will result in an assessment grade of 0 and may warrant further discipline including, but not limited to: referral to Student Discipline and/or removal from the course.

Chapter homeworks will be assigned for each chapter. These **homeworks are open note/book** and are designed to be completed as you go through the material. You may complete the homeworks twice, for the highest score. These homework assignments will be completed with Pearson's Mastering A&P, which you will access through Brightspace, and due no later than Sunday, 11:59 CST of the respective week.

Supplemental Instruction (SI) sessions will review material presented in lab/lecture, provide an additional question/answer opportunity, and will conclude with a weekly homework/quiz. These homeworks /quizzes may be submitted as many times as needed to receive full marks. Students must meet a minimum attendance to 10 Supplementary Instruction (SI) sessions out of the 15 weeks offered to receive full credits from SI. These meeting times will be conducted via Zoom and lead by our Supplemental Instruction Leader. Students may attend more than one SI session per week if they choose. However, only one homework/quiz will be available per week. A maximum of the 10 highest SI homework/quiz grades will be used to calculate the total SI grade.

An optional research paper (30 pts) is available to students. See Brightspace for details.

Grading Scale:

A = 89.5-100% (> 1190.35 points)

B = 79.5-89.4% (1057.35 – 1190.34 points)

C = 69.5-79.4% (924.35 – 1057.34 points)

D = 59.5-69.4% (791.35 - 924.34 points)

F < 59.4% (< 791.35 points)

Please note: If you make a score less than 70% on the first exam, I encourage you to meet with me via Zoom before beginning the next unit.

I do NOT release grades by phone or email. All grades are recorded on Brightspace and accessible to the student in real time.

Student-Initiated Withdrawals:

The last day for student-initiated withdrawal from this course is **Friday, March 26. I will not drop you after this date except under extenuating circumstance.**

Cheating, in any form, is not tolerated in this class.

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Cheating includes but is not limited to copying answers from another student's paper, turning in work that is not your own, copying/photographing exam materials, leaving an exam without permission, using a cellphone, book, notes, other students, or internet during an exam, etc. Cheating on an assignment or exam will result in the student being assigned a grade of 0 (zero) on the assignment/exam and the student will be reported to Student Discipline. Further action may be taken by Student Discipline.

Late Work, Attendance, and Make Up Work Policies:

Late Work: Late work is NOT accepted in this class without an MCC excused absence (See MCC Attendance Policy). If needs be, assignments may be completed and submitted before the due dates.

Attendance: See MCC's complete attendance policy referred to below in a separate section. Please note that I follow the attendance policy. Students with more than 7 absences will be dropped from the course.

Students will receive a weekly attendance credit based on the completion of the chapter quizzes. All chapter materials must be reviewed, watched, or submitted before you will have access to the chapter quiz. Each weekly chapter will have a posted list of specific requirements you must complete to access the quiz. All quizzes must be completed by 11:59 pm CST, on the assigned Sunday. Attendance is recorded in Brightspace and accessible to the student.

Make-Up Exams: Make-up exams will not be allowed without an MCC excused absence (See MCC Attendance Policy). It is the responsibility of the student to discuss their situation with the instructor ahead of time. Exams may be completed ahead of schedule and are accessed by completing chapter assignments.

Student Behavioral Expectations or Conduct Policy:

Refer to the General Conduct Policy in the Highlander Guide for general expectations.

Each student is expected to **behave in a civil and respectful manner** toward the instructor and other students, to follow all directions, and provide a non-distractive learning environment.

During exams, practicals, and quizzes, do not leave your computer. If you leave, I will terminate your exam, you will forfeit your remaining time, and it will be considered cheating.

DO NOT GET UP AND LEAVE DURING A PROCTORED ASSESSMENT!!!

Repeated behavioral misconduct may result in:

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- 1) Dismissal from the rest of class
- 2) A grade deduction
- 3) Removal from the course.

*** [Click Here for the MCC Academic Integrity Statement](http://www.mclennan.edu/academic-integrity)**

(www.mclennan.edu/academic-integrity)

The link above will provide you with information about academic integrity, dishonesty, and cheating.

*** [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. Your instructor may have additional guidelines specific to this course.

**** You will need to access each link separately through your Web browser (for example: Mozilla Firefox, Chrome, Microsoft Edge or Safari) to print each link's information.***

McLennan

C O M M U N I T Y

COLLEGE

ACADEMIC RESOURCES/POLICIES

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. Students can 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.

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 contacted/notified through 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.

* [Click Here for the Minimum System Requirements to Utilize MCC's D2L|Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)
(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

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.

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 her/his 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.

Forwarding Emails:

You may forward the 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 become lost or placed in junk or spam filters.

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. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit mclennan.edu/disability.

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

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

* [Click Here for more information about Title IX](http://www.mclennan.edu/titleix)
(www.mclennan.edu/titleix)

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 or by calling Dr. Drew Canham (Chief of Staff for Equity & Inclusion/Title IX) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) 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.

** You will need to access each link separately through your web browser (for example Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*