

# McLennan

C O M M U N I T Y

# COLLEGE

WACO, TEXAS

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## **COURSE SYLLABUS AND INSTRUCTOR PLAN**

**Anatomy & Physiology II BIOL 2402.90**

**(lecture + lab)**

**ANNE E. MERCHANT**

### **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.

**NOTE: This is a 16-week online course.**

**Course Description:**

Anatomy and Physiology II is the second part of a two-course sequence. In BIOL 2402 we study of the structure and function of the human body including the following systems: endocrine, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, and reproductive, with emphasis on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides a opportunity for exploration of human system components and basic physiology.

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:** BIOL 2401 with grade of at least a C

**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. If you can, form a study group.

**Instructor Information:**

Instructor Name: Anne E. Merchant

MCC E-mail: [amerchant@mclennan.edu](mailto: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, in-person M/W 11-12 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**

(already purchased with course registration/fee); **NO ACCESS CODE NEEDED**

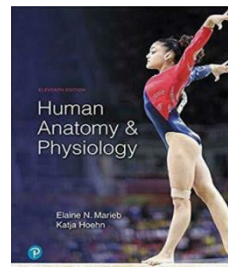
**Author:** Marieb

**ISBN:** 9780134763415

**Copyright Year:** 2019

**Publisher:** Pearson Learning Solutions

{[MCCBookstore Website](#)}



## Anatomy & Physiology II

### BIOL 2402.90 Lecture and Lab online

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#### **Methods of Teaching and Learning:**

I use PowerPoint as my main mode of lecture delivery and online lab teaching. Labs are virtually presented with narrated tours of models and physio-ex labs through Pearson MyLab and Mastering A&P. Brightspace, aka Desire 2 Learn (D2L) will be your best friend.

#### **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.

#### **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,
8. to make decisions, recommendations and predictions.

Anatomy & Physiology II  
BIOL 2402.90 Lecture and Lab online

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

<b><u>START DATE</u></b> <b><u>(Monday)</u></b>	<b><u>MODULE/BOOK CHAPTER</u></b>	<b><u>DUE DATE</u></b> <b><u>(Sunday)</u></b>
1/9	Module 1: Course introduction/ Endocrine Module 1 Chapter 16 video parts 1-3; <b>First Discussion/Email due</b>	1/15
1/16	Module 2: Ch 16, Endocrine Module 2, video parts 4-6 + lab study	1/22
1/23	Module 3: Ch 16 Endocrine Module 3, video parts 7-8 + lab due; endo exam	1/29
1/30	Module 4: Ch 17 Blood	2/5
2/6	Module 5: Ch 18 The Heart	2/12
2/13	Module 5 cont.: The Heart (lab) <b>2nd Discussion</b>	2/19
2/20	Module 6: Ch 19 Vessels	2/26
2/27	Unit 1 Exam, Cardio only Unit 1 lab practicum: Cardio	3/5
3/6	<i>Spring break</i>	3/12
3/13	Module 7: Ch 20-21 Lymphatic System and Immunity <b>3rd Discussion</b>	3/19
3/20	Module 8: Ch 22 The Respiratory System <b>4th Discussion</b>	3/26
3/27	Module 9: Ch 23 The Digestive System	4/2
4/3	Take Unit 2 Exam + lab practicum: Lymphatic, Respiratory, Digestive	4/9
4/10	Module 10: CH 25 The Urinary System	4/16
4/17	Module 11: Ch 27 The Reproductive System part 1	4/23
4/24	Module 12: Ch 27 The Reproductive System part 2 <b>5<sup>th</sup> Discussion</b>	4/30
5/1	Take Unit 3 Exam and Lab Practicum	5/4

## Course Grading Information:

Category	weight
Homework/misc. Assignments	10%
Group Discussions	5%
Lecture and Lab Quizzes	35%
Exams	50%
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TOTAL	100%

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

### **-----READ THIS-----**

**\*\*I WILL drop the lowest grade in each category (see above for categories)**

**\*\* you have three attempts on homework and \*usually\* one attempt on quizzes (no time constraint); ONE ATTEMPT ON EXAMS and they are proctored/timed. You may review all homework and quiz results in Brightspace or Pearson. There are no additional exam reviews provided. **Grades from Pearson trickle in gradually and will show a low percentage at first, but then fully transfer.** Wait a couple of hours for it to update before panicking that your grade is wrong.**

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

*Every assignment in BrightspaceD2L has a “due date.”* However, I will accept late work until the last day of the semester without penalty\*\*. **The assignment will STILL be open and graded even if it says “past due.”** I understand that “life happens” and sometimes you fall behind. To help prevent falling behind. **1) try to stick to my due dates. 2) Try to get ahead when you can.**

**Moving through the class:** You have ~ one module/week. All due dates are Sunday night but you can complete the work on your own schedule ahead of this. **Once you complete a chapter (“module”), be certain you’ve finished each task on the Checklist and check each box. This is the key to unlocking the NEXT module. The next module (chapter) materials will automatically become available when you finish the one before. This allows students to work ahead when they can.**

## Important dates:

Jan 9: first class day; make sure all fees are paid

Jan 12: Last day to add a class (16 week classes)

Jan 25: Census date for 16-wk classes (last day to withdraw for refund; does not count toward drop count)

March 23: 60% date (last day to withdraw without special circumstances; does count toward drop count)

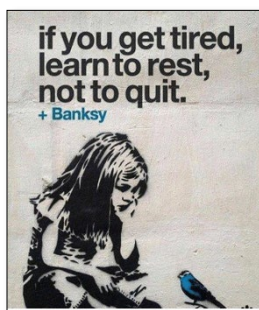
May 1-4: Final Exams for 16-week classes

## 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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Updated 11/04/2022

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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 acting Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Diversity, Equity & Inclusion/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center 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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom from 7:30 am - 6:00 pm Monday through Thursday and 7:30 am - 5:00 pm on Friday. You can contact the Academic Support and Tutoring team via Zoom (<https://mclennan.zoom.us/j/2542998500>) or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) during the above mentioned times.

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 either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_07byXd7eB8iTqJg](https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg). Both the Completion Center and Paulanne's 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-andStaffCommons/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/studentemail](http://www.mclennan.edu/studentemail).

**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](#)
- [Email Setup for Androids](#)

**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.