



WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR PLAN**

**Anatomy & Physiology II**

**BIOL 2402.003**

(lecture + lab)

**ANNE MERCHANT**

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

## ANATOMY & PHYSIOLOGY II

BIOL 2402.003 | M Rm S225; W Rm S217 | 11:10-2:05

### 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. **Be wise with your time.** 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) (always put your NAME and COURSE info in the email)

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

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

Conference Hours: M/W 2:10-3:10; T 9:30-10:30 am zoom, Th 1-2pm zoom ([link](#))

\*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

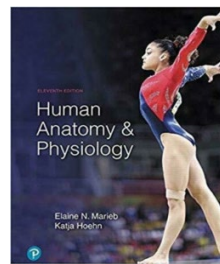
{[MCC Bookstore Website](#)}

**Lab Manual**, Vol 2, pickup at bookstore (already paid)

**Optional:** note cards, pencils, pens, colored pencils, highlighters, printer, earbuds, hard copy of textbook (several options for this, Pearson will offer on your first visit to the eText or you may find your own used)

**Required:** good, reliable wifi; time

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



### **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. Check announcements often!

### **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

**Course Attendance/Participation Guidelines (READ BECAUSE IT AFFECTS YOU):**

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, **faculty are required to drop students from their class roster prior to certifying the respective class roster**. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date. [Click Here for the MCC Attendance/Absences Policy \(https://www.mclennan.edu/highlander-guide/policies.html\)](https://www.mclennan.edu/highlander-guide/policies.html)

Before the 60% point of the semester, a **student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course will be withdrawn** from the course with a grade of W. A student may also request to be withdrawn with a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work. TERMINOLOGY: “drop” applied to dropping a course before the census date and will not count toward your six drop max. “Withdrawal” refers to dropping a course after the census date and will count toward your six drop max.

**Important dates:**

January 13: first class day; make sure all fees are paid

**January 29: Census date for 16-wk classes; students who have never attended will be dropped**

March 9-17: Spring Break

March 27: 60% date (last day to withdraw with special circumstances; counts toward drop count)

May 5-8: Final Exams

**Course Grading Information:**

You will have ~11 daily lab grades, one project grade, four lecture exams and four lab exams. Participation and attendance are both considered at the end of the term (1-2 %). **EXTRA CREDIT:** All exams will contain extra credit questions. Your lowest exam is dropped. **Note: your first exam will be in Brightspace; all others are F2F.**

Category	approximate weight
Daily labs	10%
Project	10%
Exams	80%
TOTAL	100%

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

- **IF YOU ARE SICK WITH ANYTHING, DO NOT COME TO CLASS.**
- MISSED EXAMS: YOU MAY ONLY MISS/MAKEUP ONE EXAM (examples include: documented illness, religious holiday, pregnancy/parenting, natural disasters, documented transportation failure, documented and unavoidable work conflict)
- Late labs always accepted (these help you learn; please always do them)
- Undocumented illness or unexcused missing class will NOT entitle a student to online video links and assignments. This is a face-to-face course. Students are expected to come to class.

**Student Behavioral Expectations or Conduct Policy:**

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

BIOL 2402.003 | M/W S 225/217 | 11:10-2:05  
ANATOMY & PHYSIOLOGY II

Day	Reading/Lab Assignment (**all recommended reading linked in Brightspace**)	Location
Jan 13	Intro to 2402, start Ch 16 lecture	S225 (lab)
Jan 15	Endocrine Lecture and Lab (reading: eText selections, Ch 16 in hard copy, or lab manual ex 27)	S217 (lec)
Jan 20	<i>MLK, Jr. Holiday; day of service; no class</i>	
Jan 22	Endocrine Lecture	S217
Jan 27	Endocrine lab ( <b>endocrine exam and LP online, due Jan 28 11:59pm</b> )	S225
Jan 29	Ch 17: Blood	S217
Feb 3	Blood lab <b>BRING LPII LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Feb 5	Ch 18 Heart part 1	S217
Feb 10	Heart lab <b>BRING LPII LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Feb 12	Ch 18 heart part 2; begin vessels	S217
Feb 17	Heart/vessels lab <b>BRING LPII LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Feb 19	Finish Chapter 19 Vessels	S217
Feb 24	<b>LPII: Cardiovascular System; Arrive in two groups</b> TBD	S225
Feb 26	<b>EXAM 2: Ch 17-19; expect 85 scantron questions + 15 pts short answer</b>	S217
Mar 3	Review unit 2 exams; Begin lecture over Ch 20-21: Lymphatic System & Immunity	S225
Mar 5	Finish lecture over Ch 20-21: Lymphatic System & Immunity; disease project intro	S217
Mar 10-13	<i>No class; spring break</i>	
Mar 17	Lymphatic and Immunity discussion/lab	S225
Mar 19	Ch 22: Respiratory System	S217
Mar 24	Respiratory lab <b>BRING LPIII LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Mar 26	Ch 23: Digestive System	S217
Mar 31	Digestive system lab <b>BRING LPIII LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Apr 2	<b>EXAM 3: Ch 20-23 ~ 85 scantron questions + 15 pts short answer</b>	S217
Apr 7	<b>LPIII: Lymph/Resp/Dig (two groups)</b>	S225
Apr 9	Ch 25: Urinary System + lab intro; project topics due with rough outline of format	S217
Apr 14	Urinary lab <b>BRING LPIV LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Apr 16	Ch 27: Reproductive System	S217
Apr 21	Reproductive system lab <b>BRING LPIV LIST TO KNOW + ALL LAB MATERIALS</b>	S225
Apr 23	Reproductive system lab <b>BRING LPIV LIST TO KNOW + ALL LAB MATERIALS</b>	TBD?
Apr 28	<b>LP IV: Urinary/Reproductive Arrive in two groups</b> TBD	S225
Apr 30	<b>Workday/projects due</b>	S217
May 5	<b>Final exams: Unit 4 Exam + cumulative vocabulary 11:10-1:10</b>	S225

07/02/2024



## 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 Accommodations (Disability Services) 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

### **Title IX:**

Title IX of the Education Amendments of 1972 is a Federal civil rights law that prohibits discrimination on the basis of sex in educational programs and activities that receive Federal funds. 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 a Title IX incident are encouraged to immediately contact the Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465.

Additionally, Title IX provides rights and protections for pregnant and newly parenting students which can include educational accommodations such as excused absences

and the opportunity to make up assignments and tests. Lactation spaces are also available on campus. Please email [titleix@mclennan.edu](mailto:titleix@mclennan.edu) for more information.

MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Faculty and Staff may email [titleix@mclennan.edu](mailto:titleix@mclennan.edu) to submit a report.

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 may report sexual harassment anonymously by visiting <https://www.lighthouse-services.com>

Visit McLennan's Title IX webpage at <https://www.mclennan.edu/titleix/> to learn more about Title IX protections, reporting, and resources.

### **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. You can contact the Academic Support and Tutoring team via Zoom or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>)

At our campus, we understand that students face numerous challenges beyond the classroom. That's why we offer Success Coaches who are dedicated to helping you succeed. Our coaches know that life can sometimes get in the way of your educational goals. Through personalized meetings, Success Coaches empower you to overcome obstacles, maximize your potential, and create a clear path to both academic and personal success. Our Success Coaches are ready to help you achieve your dreams! Schedule your appointment today by calling 254-299-8226 or emailing [success@mclennan.edu](mailto:success@mclennan.edu).

College personnel also recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources and other essential resources, we encourage you to contact the CREW - Campus Resources Education Web by calling 254-299-8561 or emailing [crew@mclennan.edu](mailto:crew@mclennan.edu).

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to <https://calendly.com/paulannespantry-mcc/15min>.

Success Coaching Services, the CREW, and Paulanne's Pantry are located on the second floor of the Student Services building in Success Coaching Services, suite 249.

The Student Counseling Center offers confidential mental health counseling to currently enrolled students at no charge. Counselors are trained to help students with problems related to personal, social, and emotional concerns. Sessions focus on short-term goals in order to facilitate students college success and adjustment. This service is available to students in person or through Zoom.

Make an appointment to meet with a counselor by visiting the center in the Wellness & Fitness building, room 101, calling 254-299-8210, or emailing [counseling@mclennan.edu](mailto:counseling@mclennan.edu).

### **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/scholarships-and-resources/emergencygrant.html>

### **MCC Academic Integrity Statement:**

Please view our [Academic integrity statement](#) for more information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is

authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

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

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty-and-StaffCommons/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](#) 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.