

BIOL 102-A: Anatomy and Physiology II

Course Syllabus for Winter 2022

Class Meetings:

Class: Monday-Wednesday-Friday 11:00-11:50 am
Hickman Science Center (HSC) 1311

Laboratory: Hickman Science Center (HSC) 2111 or 2113.
Check day and time of the weekly lab section chosen when registering.

Who will help you:

Associate Professor: Noemi Gonzalez, MS, MT (ASCP)

Email: ngonzalez@southern.edu

Phone: 423.236.2690

Office: HSC 2213

Office Hours:

Monday	12-4 pm
Tuesday	10-11 and 12-1 pm
Wednesday	12-2 pm
...or by appointment	

Academic Support

eClass Help Desk: Help with eClass

Email eclasshelp@southern.edu or call 423.236.2086

The Tutoring Center: Located on the 3rd floor of the library, provides free peer tutoring for more than 60 courses. Students can meet with a tutor to review principles, learn content-specific study strategies, and enhance content area knowledge. Schedule a 50-minute face-to-face or Zoom appointment at <https://southern.mywconline.com> or call the Center for assistance at 423.236.2578. All Tutoring Center appointments need to be scheduled at least one day in advance. Tutoring Hours: Sundays-Thursdays 9 am-9 pm, Fridays 9 am-4 pm.

Student Support Team: Help with study skills, time management and organization.

Call or email to make an appointment. Lynn Wood Hall: 423.236.2838 or sst@southern.edu.

What we will study:

Course Description

A study of the fundamentals of human anatomy and physiology. This course covers cardiovascular, lymphatic/immunity, respiratory, digestive, urinary and reproductive systems along with metabolism, development, and genetics.

Textbooks

VanPutte, Regan, & Russo. (2019) *Seeley's Anatomy and Physiology*, (12th edition) (McGraw Hill-Education) **eBook/Connect** - ISBN: 9781264349043 (Inclusive Access)

Marieb & Smith. (2019). *Human Anatomy & Physiology Laboratory Manual*, (13th ed – Cat Version) San Francisco: Pearson Benjamin Cummings. **eBook/Mastering** ISBN: 9780135370100 (Inclusive Access)

Access both eBooks on the Lecture eClass page under “Course Materials”. Read portions of each textbook chapter, as needed in preparation for the course’s lectures.

Biblical Foundation of the Course:

God’s glory and honor are shown through His master design of the human body’s form and function.

Learning Outcomes:

Upon successfully completing this course, the student will be able to:

1. Develop a visual knowledge of body structure from cellular to system levels.
2. Understand the gross and microscopic approach to anatomy and physiology.
3. Illustrate the concept of homeostasis.
4. Summarize how structure predicts function.
5. Explain the structure and function of the following:
 - a) The cardiovascular system
 - b) The lymphatic system
 - c) The respiratory system
 - d) The digestive system and how it works to maintain nutrition
 - e) The urinary system
 - f) The reproductive system and development
6. Interpret data pertaining to scientific inquiries.

How we will study:

Instructional Strategies/Methodologies:

These include presentation of core concepts via media-enhanced lectures, class discussion based on experiences, readings, and assignments, problem-based learning, laboratory activities, quizzes, and exams.

Technology Use:

eClass: <http://eclass.e.southern.edu> will be used to post learning material.

Southern.edu Email: Check **daily** for important announcements. Students are held fully responsible for material and information transmitted via email to their SAU account.

Google Chrome or Microsoft Edge: **Required** browser (one of these).

COVID-19

To enhance the safety of the face-to-face classroom, the university has implemented several safety measures for in-person classes, in keeping with appropriate guidelines. These include, but are not limited to, reducing classroom occupancy, implementing physical distancing where possible, and utilizing personal protective equipment (e.g. masks). Refusal to follow guidelines or comply with safety measures will result in students being asked to leave class. Students refusing to follow established safety measures may also be subject to additional disciplinary action from the university.

In keeping with the Southern Adventist University attendance policy found in the current university catalog, and in order to ensure the safety of students, staff, and faculty, **students who are ill**, have been exposed to anyone who is COVID-positive in the last 14 days, or have any of the following symptoms, **should not attend face-to-face classes**:

- A recently developed cough
- Have lost taste or smell
- Any of the following symptoms in the last two days:
 - Chills
 - Headache
 - Muscle pain
 - Sore throat
 - Nausea, vomiting, diarrhea

Students who feel ill are encouraged to contact the University Health Center (423-236-2713) or another health provider as soon as possible. Students may be asked to present documentation from a health provider to be excused for repeated absences from class due to illness. Students **must communicate** with their professor before any absence or within 24 hours from missed class meetings. **This is your responsibility.**

Students who miss required class, clinicals, or lab periods for illness or COVID quarantine or isolation will be provided accommodations.

Students who are absent due to quarantine or isolation for COVID, will be **officially excused** from class by Academic Administration. Students who choose to self-isolate should contact the University Health Center or another health provider. Quarantined and isolated students must communicate with professors ahead of time (or as early as possible) to make the necessary arrangements to complete all assignments.

Course Policies - How to make the most of this course:

Absences and Make-Up Work:

Attendance. All students are expected to attend all class/lab sessions.

- Attendance will be recorded and is **part of your grade**.
- Absences will not be excused for reasons other than illness, authorized school trips, or emergencies beyond the student's control.
 - In these instances, the absence will be excused **only if** a written letter is provided to the professor **before or on the day returning to class**.
 - Written excuses must be signed by an authoritative figure (i.e. an SAU Dean or Administrator, an attending physician, etc.), and include their telephone number.
- Absences due to **approved school trips** should be discussed with the professor **ahead of time**. A plan to make up the work must be in place before the absence occurs.

Make-up Work (Lecture). The student is responsible for material covered in class during an absence (excused or unexcused).

- Lecture Quizzes cannot be made up.
- Make-up of an Exam will only be available to students with excused absences (see the paragraph above for qualifications). This make-up exam might be different from the missed exam.

Make-up Work (Laboratory). The student is responsible for material covered in a lab session during an absence (excused or unexcused).

- Work missed for unexcused absences from laboratories cannot be made up.
- Work missed for excused absences from lab sessions may or may not be made up, based on the professor's discretion.
- The student that has missed a laboratory session should take the initiative in contacting the teacher immediately after returning to school to discuss the possibility of submitting missed Lab homework. If allowed to turn in late work, the work should be handed in within three (3) business days of return to school.
- *A Laboratory Exam cannot be made up.*

Travel. Please review all quiz, exam, and lab dates and times. Students must arrange their holiday travel to accommodate these events in order to receive credit. There may be a \$100.00 charge for rescheduling a final exam.

Dress Code. Students are expected to abide with the established institutional dress code. See Online Student Handbook pp. 21, 22 for more details.

Electronic Device Policy:

- The use of **cell phones is prohibited** during **Quizzes and Exams**.
- Cell phones may remain on in vibrate or silent mode during class.
- Electronic devices use must be focused on course content during class.
- Calls should not be answered during class. If a student receives a call deemed important during class they should exit the room to answer the call. The student is responsible for any information missed while answering a phone call.

- Texting or disturbing the class with a ringing cell phone could result in a grade reduction of 2% on the next quiz, exam, or other assignment.

ACADEMIC HONESTY:

Southern Adventist University is dedicated to a high standard of scholastic integrity. Students are expected to maintain this high standard of academic honesty in this course. Examples of dishonest practices include, but are not limited to:

- Copying or obtaining answers from someone else's quizzes, exams, laboratory work, or any type of written work in which original answers are required. This includes content purchased or retrieved from web services such as CourseHero.com, Chegg.com, etc.
- Use of notes or texts as sources of information in writing quizzes, tests, or examinations, unless specifically stated as allowable.
- Unauthorized collaboration in the writing up of assignments.
- Fabricating experimental data or reporting results as was expected rather than what actually was observed.
- Quoting or copying word-for-word from any source – including your textbooks.
- All of your answers to all assignments in this course must be summarized in your **own words**, generated from your **own understanding**.

Always give credit to any sources you use in your work. Presenting someone else's work as your own is dishonest, and will have consequences ranging from a zero on the assignment to a failing grade or even expulsion.

See [Academic Dishonesty](#) for the procedures followed in dealing with infractions in this arena.

Disabilities and Accommodations:

In keeping with Southern Adventist University's policy, if you are a student who believes you may need an accommodation based on the impact of a disability or learning challenge (i.e. physical, learning, psychological, ADHD or other type), you are strongly encouraged to contact Disability Support Services (DSS.) DSS provides reasonable accommodations for persons with documented qualifying disabilities. Students with short-term disabilities, such as a broken arm, can often work with professors to minimize classroom barriers. Please note that accommodations are not retroactive and cannot be implemented until faculty or staff members have received the official Letter of Accommodation from DSS. Specific details of disabilities remain confidential between students and DSS unless a student chooses to disclose or there is a legitimate academic need for disclosure, which is on a case-by-case basis.

For further details, reach out to Disability Support Services at 423-236-2544 or Bietz Center, 3rd floor, Suite 3900, website at www.southern.edu/administration/student-success/disability.

Accommodations for disabilities are available only as recommended by Disability Support Services. Students whose accommodations are approved will be provided confidential letters that students should review and discuss with their professors in relation to particular course requirements.

Feedback Plan:

Feedback will be accomplished via questions and answers during interactive lectures. Students may request additional feedback by contacting the professor via email or during office hours. There is a turnaround time of approximately one week on graded items. Emails will generally be answered within two (2) business days.

Course Evaluation

Near the end of the session, you will need to evaluate this course. Southern Adventist University requires all students enrolled in courses, on campus or online, which enroll more than five (5) students, to complete course evaluations as part of the ongoing process of improving course delivery and academic standards.

You may access this evaluation at <http://myaccess.southern.edu>. Log in using your SAU e-mail name and password, and then select Course Evaluation. All comments and evaluations are completely anonymous and the results of these course evaluations are made available to professors only after grades are submitted to the records office.

Two points will be added to your **Final Exam** grade if you complete the course evaluation by 12:00 noon, Friday, April 29, 2022.

Assessment Plan:

Various types of work will be weighed as follows for calculating grades:

Attendance	1%	Pre-Lab Quizzes	2%
Lecture Quizzes	11 %	Lab Exit Quizzes	3%
Chapter Exams	48 %	Laboratory Reports	10 %
Final Exam	10%	Laboratory Exams	<u>15 %</u>

Lecture Assignments 70% Laboratory Assignments 30%

The following grade scale will be used as an initial basis for grade computations:

Grading Scale			
The following Grading Scale will be used:			
A	94-100%	C	70-74.9%
A-	90-93.9%	C-	65-69.9%
B+	87-89.9%	D+	60-64.9%
B	83-86.9%	D	55-59.9%
B-	80-82.9%	F	0-54.9%
C+	75-79.9%		

The eClass gradebook will be updated regularly so that each student knows how he/she is performing in the class. Any adjustments you feel need to be made to your grade must be discussed within a week from the posting of that grade. The professor retains the right to adjust

scores as reflected by the student grade distribution, and to modify, supplement and make changes as the course needs arise.

The last day to drop a class and receive a “W” for **Winter 2022** is **March 24, 2022**.

Assignment Details:

Quizzes:

- **Lecture quizzes** cover information from recent previous lectures and may be given unannounced the first five minutes of the class period. Lecture quizzes cannot be made up.
- **Prelab quizzes** are given at the beginning of the lab session. The quiz will test the student's knowledge of the lab handout and pre-lab assignment.
- **Lab Exit Quizzes**, will be given during the lab over information covered that day in lab. Quizzes will not be given after that lab period is over. Students will usually have two opportunities (depending on the time left) to take the exit quiz and the highest grade will be recorded. *Note: Your lowest Prelab and Exit quiz will be dropped.*

Six (6) Chapter Exams plus a Final Exam will be given. The ***Final Exam is comprehensive***, covering the entire semester. Exams may consist of multiple choice, matching, labeling, fill in the blank, and short essay questions. *No late arriving student will be allowed to enter the exam room once the first student has finished the exam and left the exam room.*

Weekly Laboratory Reports:

Print off the lab handouts from your **LAB eClass** page before lab each week and study the PreLab assignments. You'll need to know this information for the Prelab quiz. Other questions in the manual are to be answered during lab time. Lab reports may also include drawings, and written group reports. A colored lab Cover Sheet will be provided at the start of each lab. All lab papers must be handed in at the end of lab. All lab material for that lab must be submitted at the same time.

Late Lab Reports and class assignments will be discounted 10% for each working day past the due date, starting with the end of lab that day. Models, specimens and other lab materials are not to be removed from the lab for any reason. Any questions about the grading of labs should be brought to the lab professor as soon as possible, preferably the next week.

Note: Your lowest Lab Report will be dropped.

Three Laboratory Exams. Practical Laboratory examinations will be given during three laboratory sessions. Questions include concepts and techniques learned in the laboratory. These exams will also consist of anatomy (structure) and physiology (function) questions. It is important to study the Lab manual pages assigned for Prelab and the pages that correspond to the lab assignments for each week. There may be some questions on the lab exams from prelab assignments and the lab manual pages that correspond to the lab assignments for each week. Lab exam questions may also come from the Physio Ex activities and the Lab manual pages that correspond to them.

Note: Your lowest lab exam will not be dropped. (Missed lab tests cannot be made up).

Returning Written Material to students. Quizzes and laboratory papers will be returned to students in the A&P II boxes located across the hall from the biology office (second floor). If you do not want your work returned in this manner, please notify the professor in writing and your work will be kept in a file in his/her office and available to you during his/her office hours. Graded Lab exams and Lecture exams will be available for review in the instructor's office. Students will not keep the lecture or laboratory exams. Exams must be returned to the instructor after review in the instructor's office. If the exam is found missing after the students review, a Zero will be recorded for that test. Any questions about the exam should be presented to the professor after review

NO Extra Credit will be given in this course.

Disclaimer

As professor, I reserve the right to modify, supplement, and make changes to the course syllabus as needs arise. Students will be notified in writing and face-to-face, in class, if/when any changes are made.

BIOL 102 ANATOMY AND PHYSIOLOGY II (Winter 2022)

Laboratory Exercise	Date/Day	Lecture Topic	Lecture Chapter
1 Blood	1-10 M	Introduction; Cardiovascular System: Blood	19
	1-12 W	Cardiovascular System: Blood	19
	1-14 F	Cardiovascular System: Blood Quiz #1	19
2 Heart & Blood Vessel Anatomy	1-17 M	Martin Luther King Jr. Day (No Class) Last day to Opt Out of eTextbooks January 18	-
	1-19 W	Cardiovascular System: Heart	20
	1-21 F	Cardiovascular System: Heart Quiz #2	20
3 Cardiovascular Physiology	1-24 M	Cardiovascular System: Heart	20
	1-26 W	Cardiovascular System: Heart	20
	1-28 F	Exam 1 (Chapters 19 & 20)	-
4 Immunology	1-31 M	Cardiovascular System: Blood Vessels & Circulation	21
	2-02 W	Cardiovascular System: Blood Vessels & Circulation	21
	2-04 F	Cardiovascular System: Blood Vessels & Circulation Quiz #3	21
Lab Exam I (Labs 1-4)	2-07 M	Lymphatic System & Immunity	22
	2-09 W	Lymphatic System & Immunity	22
	2-11 F	Lymphatic System & Immunity Quiz #4	22
5 Respiratory Anatomy	2-14 M	Exam 2 (Chapters 21 & 22)	-
	2-16 W	Respiratory System	23
	2-18 F	Respiratory System	23
6 Respiratory Physiology	2-21 M	Respiratory System	23
	2-23 W	Respiratory System	23
	2-25 F	Respiratory System Quiz #5	23
7 Digestive Anatomy	2-28 M	Exam 3 (Chapter 23)	-
	3-02 W	Digestive System	24
	3-04 F	Digestive System	24
NO LAB	3-07 M	Digestive System	24
	3-09 W	Digestive System Quiz #6	24
	Mar. 11-20	*Spring Break*	
Lab Exam II (Labs 5-7)	3-21 M	Nutrition, Metabolism, & Temperature Regulation	25
	3-23 W	Nutrition, Metabolism, & Temperature Regulation Last day to drop: March 24th	25
	3-25 F	Urinary System Quiz #7	26
8 Digestive Physiology	3-28 M	Exam 4 (Chapters 24 & 25)	-
	3-30 W	Urinary System	26
	4-01 F	Urinary System	26
10 (No Lab 9) Urinary System	4-04 M	Urinary System	26
	4-06 W	Water, Electrolyte, & Acid-Base Balance	27
	4-08 F	Water, Electrolyte, & Acid-Base Balance Quiz #8	27
11 Water, Electrolyte, & Acid-Base Balance	4-11 M	Water, Electrolyte, & Acid-Base Balance	27
	4-13 W	Exam 5 (Chapters 26 & 27)	-
	4-15 F	Male Reproductive System	28
12 Reproductive & Development	4-18 M	Male Reproductive System	28
	4-20 W	Female Reproductive System	28
	4-22 F	Female Reproductive System Quiz #9	28
Lab Exam III (Labs 8,10-12)	4-25 M	Development, Growth, Aging & Genetics	29
	4-27 W	Development, Growth, Aging & Genetics	29
	4-29 F	Exam #6 (Chapters 28 & 29)	-
	5-05 Th	FINAL EXAM - COMPREHENSIVE (12-1:50 pm)	