

**Jacksonville College
Course Syllabus**

Course Information:

BIOL 2404: Introduction to Anatomy & Physiology – Winter 2016

Online Only – All documents, quizzes and tests are on Moodle only

YOUR GRADES ARE VIEWABLE ON MOODLE SO YOU CAN KEEP UP WITH WHAT YOUR GRADE IS. IF YOU ARE UNSURE OF HOW TO SEE YOUR GRADES, SEND ME AN E-MAIL.

Instructor Contact Information:

Instructor name: Mrs. Tina Lane

Emergency Contact phone number: cell (979) 224-1009

Primary Contact - Email: tlane@jacksonville-college.edu

Office Hours: By appointment

Online Office Hours: Monday – Thursday, 7:00 – 9:00 pm

Course Pre-requisites, Co-requisites, and/or Other Restrictions:

Students are expected to have basic biology and chemistry knowledge as well as meet all basic reading and math levels. As this is a 4 credit hour course, students must take the lab section with the lecture section.

Course Description:

Introduction to Anatomy & Physiology is an upper level biology course designed for students planning on entering the sciences or medical fields. It encompasses the structure, classification, behavior and virulent nature of microorganisms.

Student Learning Objectives/Outcomes:

During this course, the student is expected to gain skills and competencies in the course subject matter, in reading, in writing, in speaking, in critical thinking and in computer use skills.

It is my goal that at the completion of study of course subject matter, every student will:

1. Identify and explain the structure and function of cells, tissues, organs, and organ systems of the human body
2. Illustrate the highly connected pathways of all systems of the body by participating in a class project that demonstrates these connections
3. Critically analyze current issues in human health and medicine, and demonstrate application of that knowledge to their own bodies and life experiences

Course Philosophy:

The instructor will make specific efforts toward integration of Christian faith within the teaching/learning process by demonstrating the complexity of microbial life and the elegance that strongly displays the works of the creator, God the Father, rather than subject to simple randomness.

Required Textbooks and Materials:

Essentials of Human Anatomy & Physiology by Elaine Marieb, 11th edition

Grading Policy:

4 Tests (averaged)	55%
Quizzes & Homework	30%
Organ System Assessment Project	15%

In accordance with the Jacksonville College student handbook, letter grades are as follows:

Letter Grade	Numerical Range
A	90%-100%
B	80%-89.9%
C	70%-79.9%
D	60%-69.9%
F	<60%

Library Use:

The instructor will assign several activities that require students to use the Jacksonville College Library. Those activities may include reading assignments, watching a video clip, checking reference material or using the internet for research.

Testing Schedule:

Test 1:	December 18 before midnight – Chapters 1-4
Test 2:	December 26 before midnight -Chapters 5-8
Test 3:	January 2 before midnight – Chapters 9 - 12
Test 4:	January 8 – Chapters 13-16

Technical Support:

If you experience any technical problems with your Jagmail, MOODLE account, or technology you may send an email to: help@jacksonville-college.edu

Students with Disabilities

If a student has a disability that qualifies under the Americans with Disabilities Act (ADA) and requires accommodations, he/she should contact the Academic Dean for information on appropriate policies and procedures. Disabilities covered by ADA may include learning, psychiatric, physical disabilities, or chronic health disorders. Students can contact the Academic Dean if they are not certain whether a medical condition/disability qualifies. The Academic Dean's office is located in the front hallway of Meadows Building. The phone number is (903) 586-2518.

SCHEDULED ASSIGNMENTS:

All Assignments will be completed on Moodle. If you have any problems or questions, feel free to email me anytime.

Forums: A news forum is used for Mrs. Lane to communicate information with the entire class. Also, a student interactive forum is available where students can communicate with each other to setup study groups or study times and to setup group contacts for the Group Unknown Project.

Videos: There will be weekly videos to watch in order to complete this course. Throughout the course there will be quizzes or assignments over the videos. If a video quiz or assignment is listed for an activity that week and you do not complete the assignment, you will receive a zero. IF A VIDEO QUIZ OR ASSIGNMENT IS NOT LISTED FOR THE WEEK, THEN KEEP GOING! THERE MAY NOT BE ONE EVERY SINGLE WEEK!!!

Power Points: Power Point slides are available for viewing over each chapter and will help you to answer the chapter questions.

Quizzes: The questions for each chapter quiz are the same questions you will answer on each chapter study guide. Print and complete the Chapter Study Guides and Chapter Terms using your textbook in order to study for the weekly quizzes. You are able to use your Chapter study guides and Chapter Terms to take the quizzes. Quizzes may be taken as many as three times and the highest grade will be your score. Make sure you check your results of your quizzes for the correct answers to study for the tests. All quizzes for each test must be completed by the day of the test. For example: Chapters 1 – 4 quizzes and all work for the first 4 weeks of class must be completed before midnight the day of Test #1. Anything incomplete by this deadline will be given a zero!

Tests: Study the study guides and Chapter Terms for each test in order to prepare. The test will be 100 multiple choice questions that come directly from the study guide questions and Chapter Terms. You will be given an hour to complete each test online. Since the test is a timed test, you will need to know the information ahead of time in order to complete the test in the time allowed. You are required to use the LockDown Browser while taking tests in this course. You are not allowed to use study materials, the textbook or any electronic device to assist you during the test. There will be no time extensions on tests. The more you study the Study Guides and Terms, the better prepared you will be for the test and the higher grade you will make!

Organ System Assessment

1. Milestone One Assignment

For this milestone, submit your organ system assessment to the Milestone One Discussion Forum.

For your initial post, describe the organ system you have chosen for the final project in a bulleted list. **Initial post is due by Friday, December 16 at midnight.** You must include the following items:

- Anatomical location of the particular organ system - *Be specific - Describe the location of your given system or the organs that comprise it. You can explain their location relative to other organs or systems using directional terms (such as superior, inferior, medial, lateral, anterior or posterior) or include the body cavities or abdominal regions/quadrants in which they can be found.*
- Key anatomical features – which organs comprise this system? What can you tell me about their structure?
- Key physiological functions – what is the function of this system and the organs that comprise it?
- Histology - What types of cells or tissues are unique to this system? *This website can be helpful. (Find your system on the left side of the webpage and click on it to access this information): <http://www.histology.leeds.ac.uk/>*
- Some interesting facts, findings, or health issues related to this system.

In response to your classmates' posts on other systems, comment on their choices, describing at least one function that requires the interaction of both the system you have chosen and the system the classmate has chosen. **Peer responses are due by Sunday, December 18 at midnight.**

SEE THE MILESTONE ONE GRADING RUBRIC IN THE RUBRICS FOLDER ABOVE WEEK 1 IN MOODLE FOR DETAILS ON THE GRADING OF THIS ASSIGNMENT.

2. Milestone Two Assignment

For Milestone Two, submit your organ system comparison to the Milestone Two Discussion Forum. You will use the same organ system chosen in Milestone One for your primary organ system.

Initial Post: For this milestone, submit your organ system interrelationship and disease assessment to the discussion board. In a bulleted list, describe the homeostatic interrelationship between the primary organ system and one secondary organ system. Describe one disease or medical illness that affects the primary organ system you are reviewing. **Due Friday, December 23 at midnight**

Peer Responses: In response to your classmates' posts on other systems, comment on a disease that affects their organ system of choice and has subsequent effects on the organ system you have chosen. **Due Monday, December 26 at midnight**

For additional details, please refer to the **Milestone Two Guidelines and Rubric** document in the Grading Rubrics section of the course.

3. Milestone Three Assignment

For Milestone three, submit your organ system PowerPoint rough draft to the Milestone Three Discussion Forum.

Initial Post: For this milestone, submit a draft of your final PowerPoint presentation based on the information that you identified in Milestones One and Two to the discussion board to be reviewed by your fellow classmates. For additional details on how you are graded on this assignment, please refer to the **Milestone Three Rubric** in the Grading Rubrics section of the course. **Due before Friday, December 30 at midnight.**

Peer Responses: You will review others' work and provide feedback--see grading rubric for details. **Due Monday, January 2 at midnight.**

4. Final Milestone Assignment

For the Final Milestone, submit your organ system Final PowerPoint to the Final Milestone Discussion Forum.

Initial Post: Submit your Final Project PowerPoint Presentation to the Final Presentation Discussion Forum **before Friday, January 6 at midnight.**

Peer Responses: In at least two peer responses, share the most interesting or surprising information from the research you conducted for your final project and the information you learned from your peer's presentation. **Due before Sunday, January 8 at midnight.**

For additional details on how you are graded on this assignment, please refer to the **Final Milestone Grading Rubric** in the Grading Rubrics section of the course.

Jacksonville College Honor Code

Each person of the Jacksonville College community is expected to uphold the Honor Code. The purpose of the Honor Code is to establish and preserve an environment of honor and integrity in the academic community. A deep faith in God is the foundation of Jacksonville College and should influence the personal and scholarly conduct of every student. Therefore, “. . . whatever you do, do it heartily, as to the Lord and not to men” Colossians 3:23 (NKJV).

A violation of the Honor Code consists of but is not limited to the following defined actions:

DEFINITIONS:

A. Lying: making a false statement made with the deliberate intent to deceive. Lying includes but is not limited to the following:

1. Misrepresenting yourself by having another individual substitute for you in the taking of a quiz or test.
2. Falsifying college documents including alteration or forgery. (Disciplinary consequences for this violation are determined by the College administration.)
3. Providing false information during the course of an investigation of an alleged violation of the JC Honor Code or the Student Code of Conduct.

B. Stealing: taking the property of another, including College property, without permission or right.

C. Cheating: dishonest behavior including, but not limited to, the following acts:

1. Plagiarism: the act of taking or closely imitating another individual's thoughts or words and using them as your own, whether by paraphrase or direct quotation, without giving credit through proper documentation; the submission of an assignment written by another student, commercial organization, or anyone other than the student.
2. Unauthorized Assistance or Collaboration: students working together on any tests, quizzes, assignments, or exams without the instructor's permission.
3. Use of Unauthorized Materials: using textbooks, cell phones, laptops, calculators, or other electronic devices for tests, quizzes, or assignments without instructor's permission.
4. Unauthorized Dual Submission of Previous Academic Work: using any work from a previous course or another course for an assignment unless a student has received prior permission from an instructor.
5. Other Academic Misconduct: including, but not limited to, stealing quizzes or exams, altering academic records including grades, sabotaging the work of another student, or unauthorized use of another student's electronic devices; intentionally reporting a false violation of academic integrity or offering a bribe to any College member in exchange for special consideration or favors.

DISCIPLINARY CONSEQUENCES OF ACADEMIC VIOLATIONS:

- A. First Offense: The student will be given a zero or “F” on the test, exam, course paper, or class assignment.
- B. Second Offense (whether in same class or another class): The student will receive an “F” in the course in which the second offense occurred.
- C. Third Offense (whether in same class or another class): The student is subject to being withdrawn from the College by the Academic Dean.

REPORTING ACADEMIC VIOLATIONS:

- A. The instructor and student will sign the Academic Violation Report Form. The instructor will send copies of the Report Form to the Academic Dean and the Dean of Students.
- B. The Dean of Students may talk with the student regarding the academic violation. (See the Student Handbook.)
- C. The instructor will keep the Academic Violation Report Form and a copy of the work in question as long as the student attends Jacksonville College.
- D. For a second offense, the Academic Dean will notify the student regarding an “F” in the course in which the second and subsequent violation occurred.
- E. For a third offense, the Academic Dean will notify the student of their due process in the withdrawal procedures from the College.

APPEALS: The student may refer to the “Student Grievance Procedure” section in the Course Catalog.

JACKSONVILLE COLLEGE HONOR CODE STUDENT PLEDGE:

As a student of Jacksonville College, I agree to abide by the Honor Code. I will neither lie, steal, cheat, nor tolerate this behavior in others. I will not plagiarize, use unauthorized materials, or give or receive unauthorized help on assignments, papers, or exams whether online or in the classroom. The work that I submit will be my work only and not the work of others. I pledge to report any suspected dishonesty or violation of the Honor Code to the instructor or the Dean of Students.