

Human Anatomy and Physiology Syllabus

Biology 131 Lecture

Summer 2018

Course: Human Anatomy and Physiology

Meeting Times: MTWRF 10:30 -12:10 am.

Building and Room: Snell Hall 1102

Contact Information/emails: Dr. Rostern Tembo

Office: CH 35

Email: rostern.tembo@wku.edu

Emails will be answered 8:00-5:00 on weekdays. **I will NOT respond to emails unless reference to 131 lecture is included in the subject.** I will not answer email questions about information that can be found on the syllabus or Blackboard site, such as “when is our final?” or “where is your office?”

Office Hours: 9:30 -10:20 am T TH, others by appointment

Required Materials:

For lecture in Biol 131 and Biol 231: Saladin, Kenneth S. 2015. Anatomy & Physiology: The unity of form and function. 8th edition. McGraw-Hill. ISBN 9780073403717

For lab: Eckel, Christine M., Bidle, Theresa S. and Kyla T. Ross. 2013. Anatomy & Physiology: An integrative approach. Main version. McGraw-Hill. These materials will include A&P Revealed and Ph.I.L.S. simulation modeling online. ISBN 9780077634445

Ability to use technology: The ability to use technology is required. As a future professional, you will need to be able to use technology in a variety of ways in your job. Many workplaces are becoming paperless and depend on the use of technology. Hand-outs, Power Points, and homework will be administered via Blackboard. You **MUST** be able to use a computer to access materials in this course.

READ BEFORE PURCHASING TEXT/MATERIALS:

This course participates in The WKU Store’s Day One Access program. This program is designed to provide immediate access to required materials for all students at prices cheaper than any other option. Required materials will be delivered to you automatically by enrolling in this course unless you choose to opt-out. By participating in this program, The WKU Store will bill your Student Billing account, and you will see a charge appear under this Term along with Tuition and Fees (“Account Summary by Term” under the Student Services tab) labelled as “The WKU Store Purchases” after the Add/Drop period. For more information on this program or to opt-out of participation, go to our information page, <http://www.wkustore.com/t-day-one-access.aspx>.

The Biology Department at WKU has worked over the past two year to develop a new model for textbook adoption. In order to save you some money, maximize your effective use of your textbook, increase learning and evaluate the best ways of teaching you difficult topics, we’ve entered into a partnership with McGraw-Hill publishers. **By enrolling in this course, you agree to purchase the digital materials associated with this course.** These materials include access to Connect, LearnSmart or LabSmart where appropriate, a downloadable e-copy of the textbook which is yours to keep, and the option to print a gray-scale copy of your textbook at greatly reduced cost. The cost per text, with all online materials, is \$59.00, about 35% to 50% the cost of purchasing a new textbook, even before purchasing online materials. If you want a printed copy, that’s about \$25, but you must order that through the WKU Store during the first week of class. In order to make these savings available to you, WKU must institutionalize the purchasing process. The nice thing about this is that you will have access to all the course materials from day one, without doing a thing! If you choose to drop

the course during the regular add-drop period, you won't be charged for the book. **You should note that for this course, you WILL be charged for the digital materials.** Do NOT buy a copy of the book from online or local vendors. ONLY the digital format will be used in this course. We anticipate that this approach to teaching will result in better learning and a more interesting classroom experience for you, and less stress on your spine!

General Education Statement: This course fulfills the Natural Science Explorations Category of Colonnade. Students will gain the ability to:

1. Demonstrate and understand the methods of scientific inquiry in biology
2. Explain basic concepts and principles in biology
3. Apply scientific principles to interpret and make predictions in biology
4. Explain how scientific principles relate to issues of personal and/or public importance

Goals: The general goals of this course are:

Students will have an understanding of:

1. the relationship between form and function in the human body
2. the mechanisms for maintenance of homeostasis in the human body
3. the hierarchy of organization of the human body
4. The major organ systems structure and function
5. how anatomy and physiology are used in real-life settings

Objectives:

Students will be able to:

1. Describe the body plan and organization of the human body.
2. Explain homeostatic mechanisms in the human body.
3. Integrate chemical concepts with physiological processes.
4. Compare structures of cell anatomy with regards to form and function.
5. Illustrate membrane transport.
6. Label structures of the integumentary, circulatory, urinary, respiratory, reproductive, and digestive system.
7. Discuss bone growth in length and width.
8. Contrast types of joints.
9. Detail the physiology of muscle contraction.
10. Explain the physiology of the integumentary, skeletal, muscular, nervous, endocrine, circulatory, respiratory, urinary, reproductive, and digestive systems.

Grading: Your final grade for Human Anatomy and Physiology is a combination of your lab grade and lecture grade. Your laboratory average will be calculated and then forwarded to me. I will use your lab average along with your lecture average to determine your **overall** grade for the course. The laboratory average will represent 40% of your overall course grade and your lecture average will constitute the remaining 60%. This means you will receive ONE overall grade for both lecture and lab.

You can calculate your overall grade by:

- Taking your lab average and multiplying it by 0.4
- Taking your lecture average and multiplying it by 0.6
- Adding the 2 products together

$$(\text{Lecture average} \times 0.6) + (\text{lab average} \times 0.4)$$

Grading Scale for Lecture/Lab Combination:

A= 90-100%

B=80-89%

C=70-79%

D=60-69%

F= Below 60%

Assessment Table

Type of Assignment	Number of Assignments	Points/assignment	Total points
Homework: Completed BEFORE lecture	10	10	100
Exams: Completed during class	4	100	400
Total points			500

Lecture grades will be calculated by taking the total number of points you have earned and dividing it by 500.

*****Remember: Grades are not given. We simply record the grade that you have earned.***

Explanation of Assignments/Quizzes/Exams

- **Reading:** You will find the chapter and the sections of the chapter that we will be covering in your schedule. The readings are a very important part of the course and have been selected to help you learn. All readings and homework assignments about the readings (see below) are to be done BEFORE the class where they are covered. Research shows that students who come prepared for class perform better than those who do not. We want you to do well! Come to class prepared!
- **Homework:** There are 20 homework assignments each worth 5 points. You can earn a total of 100 points by simply doing your homework! Not only is this equivalent to a test grade, but you can learn a lot about anatomy through your assignment and be more prepared for class! Due dates for these assignments can be found under each assignment in Blackboard. It is your responsibility to keep up with these assignments and dates! You have much time to do these, so **no extensions** will be granted. Come to class to know exactly when topics will be discussed!
 - **LearnSmart Homework Assignments:** LearnSmart homework assignments are based on the readings that are assigned in the e-text. These assignments will help you determine if you understand what you are reading or if you need to review. They are adaptive. This means that if you do not understand a section you will be referred to a reading selection in your text and then retested on that item. So a student who understands the reading will spend less time on homework than a student who is trying to answer the questions without doing the reading or comprehending the material. Within the LearnSmart homework you will find the Smartbook. This version of your e-textbook will highlight important parts of the text in yellow. When you have mastered a section the color of the highlight will turn to green. You will want to go through the tutorial on how to use the Smartbook before you start your homework.
 - **Conceptual Interactive Overview Assignments (COVI):** There are a couple of your homework assignments that are not from LearnSmart. These are Conceptual Interactive Overview Assignments. These are interactive assignments that help to explain more complex physiology. You will have more of these when you take Advanced Human Anatomy and Physiology (Biology 231). Read/listen to the introduction and then follow the instructions in the simulation. After the simulation you will have questions to answer over what you did during the animation.
- **Exams:** Exams will be given in class and cover the information discussed during class and in homework assignments. Exams may include multiple choice, matching, true/false, fill-in-the-blank,

short answer or essay questions. Typical exams will be given on Scan-tron forms using #2 pencils. You must provide your own Scan-tron forms and pencils. You can purchase these at the bookstore or in the biology office (TCCW 357).

- **Makeup Exams** are only given in **EXTREME circumstances for documented university excused absences when permission is given by me in advance!** You will not be allowed to make up an exam without documentation. Examples of circumstances where make up exams may be allowed include:

- Documented hospitalization
- Attending a university sporting event where you are a player
- Attending a university academic event such as a conference/debate etc. where you are a presenter or performer.

****A snuffle is not an excused illness. Work is not an excused event. Oversleeping is not an excused absence. Someone other than you having a baby is not an excuse. Participating in a wedding is not an excuse. Procrastination or other tests on the same day are not excused absences. Buying an air ticket early cannot be an excuse for missing an exam or requesting to take an exam on a different date other than the date timetabled by the university.**

IF allowed to makeup an exam due to a documented, university excused absence, then **ALL** make-up exams will be given at 8:30 a.m. on Thursday, 2016. You must obtain permission to attend this make-up session. The Make-up exams will NOT be the same as given to other students at the appointed time and may be in a different format (such as mostly essay).

- **General Policies:** General policies are simple and based on respect. Learning should be a fun and positive experience. Students are expected to act in a civil manner by being polite, respectful, and courteous with others. From the Student Conduct code: *“Students are encouraged to actively support ethical behavior in all aspects of University and community living; civil discourse among all members of the campus community, treating each student with dignity and respect regardless of personal differences.”*

This involves:

- Attending class on time.
- Remaining in the class the entire period until dismissed
- Paying attention in class and taking notes
- Turning off cell phones and beepers
- No excessive talking or inappropriate behavior (reading newspapers, making rude remarks etc.)
- No excuses. You are in preparation to become a professional and need to take responsibility for your learning and actions.
- Don't cheat. We have a no tolerance for cheating policy. Cheating will result in a failing grade for the course.

Academic Integrity and Misconduct: Don't cheat. Cheating is not only disrespectful (violating general policies) but it is also dishonest. Cheating on quizzes, exams or assignments will result in a failing grade for the course and could result in expulsion from the university. It is not worth it. Do your own work.

“Dishonesty, such as cheating, plagiarism, misrepresenting of oneself or an organization, knowingly furnishing false information to the University, or omitting relevant or necessary information to gain a benefit, to injure, or defraud is prohibited.” WKU Student Conduct Code.

Attendance: Experience has shown that poor attendance in class results in poor grades. You must come to class to maximize all of the resources available to you to learn course material. If you are not interested enough

in the material to come to class, please drop the course; there is a high demand for this class and many people who wanted to take it this semester could not get in. If you do not want to be here, make room for someone who does want to be here.

Deadlines: The University designated deadlines for withdrawal from a class or the university are firm. Credit for the course will not be changed to an audit after the university-designated time due to a poor grade in the class. Please make note of these dates. Dropping the class after the university deadline requires a written explanation by you and signatures from the Instructor, the department head and the dean of Ogden College. These exceptions are only granted in extreme circumstances. So ABIDE by the deadlines!

Some important deadlines can be found on the following link for:

- Last day to drop/add without a grade or change from audit to credit. Last day to arrange for an audit in THIS class.
- Last day to drop a class with a “W”. .

Other deadlines can be found at the following location:

http://www.wku.edu/registrar/documents/regguide_winter_spring.pdf

End of Semester Policies:

- There is no formal “extra credit” for the course. Do not ask. Study hard, do well on the tests and quizzes. However, if relevant campus activities such as seminar lectures related to A&P become available, I often make some extra credit available for students who participate.
- Grades are not completed until final grades are posted in TOPNET, so please do not email and ask if grades are finished. It takes time to get your lab grades integrated with lecture grades.
- The grading scale is posted on this syllabus. If you have an 89.45876, then you are guaranteed at least a B in the course. If grades are not posted in TOPNET, then they are not complete (see above bullet), so please do not email and ask if there is “rounding up”. You will know if any adjustments were made when grades are posted on TOPNET. Emails asking about “rounding up” or about what final grades will be until after they are posted in TOPNET will be ignored.
- There is absolutely no “making up” missed homework assignments.

Blackboard Entry

www.wku.edu (choose "Blackboard" from the pull down menu)

Family Educational Rights and Privacy Act:

Due to the Family Educational Rights and Privacy Act (FERPA), if you are 18 years old or older, I cannot discuss your grades, etc. with your parents or anyone else outside the necessary university academic community without your written permission.

Student Disability Services

In compliance with university policy, students with disabilities who require accommodations (academic adjustments and/or auxiliary aids or services) for this course must contact the Office for Student Disability Services in DUC A-200 of the Student Success Center in Downing University Center. Please DO NOT request accommodations directly from the professor or instructor without a letter of accommodation from the Office for Student Disability Services.

