**Valencia College**

**Science Division**

**West Campus**

**Spring 2023 Syllabus**

**Course Information**

**Course**: BSC 2093C Human Anatomy and Physiology I (Lecture and Lab)

**CRN**: 20058

**Instructor:** Dr. Eddie Santoyo, PT, DPT

**Email:** [esantoyo@valenciacollege.edu](mailto:esantoyo@valenciacollege.edu)

**Credit hours:**  4

**Meeting time and location**: Hybrid learning. Face-to-Face meetings: Fridays 1:00pm–3:45pm HSB–Room 141. Online assignments and lectures: Canvas learning management system

**Required textbooks / Course materials:**

* Instructor’s lecture notes available through Canvas learning management system
* Principles of Anatomy & Physiology 16e with only Wiley PLUS 2 Semester Access (does not include loose-leaf text) ISBN: 9781119704607

**Recommended textbooks:**

* Clemente D, Carmine. Anatomy: A regional atlas of the human body. 6th ed. Lippincott, Williams, and Wilkins.
* Guyton A, Hall J. Textbook of Medical Physiology. 12th ed. Saunders Elsevier

**Course description**: This is the first half of a two-semester course dealing with the structure and function of the human body using a systems approach, examining each organ system at the cellular, tissue, organ, and system levels. The structure and function of the integumentary, skeletal, muscular, nervous systems and organs of special senses are emphasized.

**Prerequisites**: Satisfactory completion of all mandated courses in reading, mathematics, English, and English for Academic Purposes and a minimum grade of C in BSC 1010C or departmental approval.

**Valencia Student Core Competencies:**

* **Think**: clearly, critically, and creatively.
* **Value**: make reasoned value judgment and responsible commitments.
* **Communicate**: with different audiences and using varied means.
* **Act**: purposefully, reflectively, and responsibly

**Course Policies**

**Attendance:** This is a hybrid class. Attendance is mandatory to our class meetings. Students are expected to attend all the face-to-face meetings as well as submit all the online assignments before the due date. Assignments and assessments will not be re-scheduled. Attendance will be taken promptly after starting our meeting. Arriving after attendance has taken or leaving early will be considered as absent. Frequent tardiness will be taken into consideration when assigning a final grade. Please notify your instructor if you are going to be arriving late to class or being absent due to an emergency by email BEFORE class starts. A student missing 3 class meetings and/or or not submitting 3 online assignments by the due date will be withdrawn from the class by your instructor.

**Academic behavior standards:** Academic dishonesty will not be tolerated. Incidents of cheating and/or plagiarism will result in severe academic penalties including F for course grade. Each student is required to follow Valencia policy regarding academic honesty.

**Professionalism:** Students must follow the Student Code of Conduct in the current [Valencia Student Handbook](https://valenciacollege.edu/about/general-counsel/policy/documents/Volume8/8-03-Student-Code-of-Conduct.pdf). Disciplinary actions taken by your instructor for not complying with the student code of conduct could include withdrawing a student from class or initiating a disciplinary warning, probation, suspension, or expulsion.

**No Show policy:** The instructor will withdraw students who are not attending our class meetings and/or are not submitting the required attendance activity or assignment by the scheduled due date. If you are withdrawn as a “no show,” you will be financially responsible for the class, and a final grade of “W” will appear on your transcript for the course.

**Drop / Refund deadline**: **January 17th, 2023 @ 11:59 p.m**. to get back all tuition and refundable fees.

**Withdrawal deadline:** The date for withdrawal without penalty for this session is: **March 24th, 2023 @ 11:59 p.m.** Please refer to your College Catalog for further information on VC WITHDRAWAL policies. Per [Valencia policy](http://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/) a student who withdraws from class before the established deadline for a particular term will receive a grade of “W”. A student is not permitted to withdraw after the withdrawal deadline. A faculty member is permitted to withdraw a student from the faculty member’s class up to the beginning of the final exam period, for violation of the faculty member’s attendance policy, as published in the faculty member’s syllabus. Students are advised to consult with your professor and / or an advisor before withdrawing from the course.

**Media policy:** No information regarding course content including instructor’s class slides will be posted to social media websites. Material obtained during this course can only be circulated within the class only. Students must refrain from using or displaying the pictures, drawings, and presentations outside this course.

**Technology Requirements:**

* Students must use a computer with reliable Internet access because excuses or failure to complete assessments due to computer error will not be permitted
* All online assessments are through Canvas- Respondus Lockdown browser. This browser is available for Windows- and Apple-based systems, but currently cannot be installed on Chromebook laptops. If you use a Chromebook for class, you must have access to a computer system that supports the Respondus browser to take the examination
* The following link lists the minimum computer requirements to successfully run Canvas:

[Minimum Computer Requirements](https://community.canvaslms.com/docs/DOC-10721-67952720328)

**Course Methodology**

**Assessment Method**: It is the student’s responsibility to complete the online assessments and assignments **before the due date**. Exams and assignments will not be reopened. All online assessments are through Canvas- Respondus Lockdown browser. Students must complete all coursework, or they will be assigned a grade of 0 for anything missing. Missing the final exam will result in a grade of “I” (incomplete) until the student takes a makeup final, at which time a grade of A, B, C, D or F will be given.

**Assessments:**

1. **Lab Assignments:** There will be 20 lab assignments which will be completed using Wiley PLUS.
2. **Quizzes:** Each week there are online quizzes to review what you have learned during lecture. There are 16 quizzes each with 10 questions and they are worth 10 points total. You will have 20 minutes to finish each quiz. Completion of weekly quizzes is required for your online class attendance.
3. **Lecture exams:** There will be four written lecture exams on this course. You will have 80 minutes to finish each exam. Each exam is worth 100 points.
4. **Lab Practicals**: There will be 2 lab practicals. One lab practical will cover the skeletal system and the joints and the other will cover the muscular and nervous system. Each lab practical will be worth 50 points

|  |  |  |
| --- | --- | --- |
| **EXAMINATION TOPICS** | | |
| **DUE DATE** | **EXAM** | **TOPICS** |
| **Week 4**  Due date: 02/03 10am | First lecture exam | * CH1: An Introduction to the human body * CH2: The Chemical Level of Organization * CH3: The Cellular level of organization * CH4: The Tissue level of Organization * CH5: The Integumentary System |
| **Week 7**  Due date: 02/24 10 am | Second lecture exam  First lab practical | * CH6: The Skeletal System: Bone tissue * CH7: The Skeletal System: Axial Skeleton * CH8: The Skeletal System: Appendicular Skeleton |
| **Week 12**  Due date: 03/31 10 am | Third lecture exam  Second lab practical | * CH9: Joints * CH10: Muscular Tissue * CH11: The Muscular System |
| **Week 16**  Due date: 04/28 10am | Fourth lecture exam | * CH12: Nervous Tissue * CH13: The Spinal Cord and Spinal Nerves * CH14: The Brain and the Cranial Nerves * CH15: The Autonomic Nervous System * CH 17: Special Senses * CH 18: The endocrine System |

**Extra Credit Policy:** Each lecture exam will include 5 bonus questions each worth 1 point. Students will get the chance to receive extra credit points during the semester for participation at the professor’s discretion. Extra credit points may be forfeited at professor’s discretion due to absenteeism or unprofessional behavior. **Please, do not ask for extra credit or additional assignments to boost your grade as these will not be provided**.

**Make-up Policies:** There will be **no** lecture, lab assignments, discussion post or quiz make-ups.

**Course Grading**

|  |  |  |  |
| --- | --- | --- | --- |
| **GRADING POLICY** | | | |
| **ASSESSMENT** | **POINTS** | **NUMBER** | **TOTAL** |
| Lecture exams | 100 | 4 | 400 |
| Lab practicals | 50 | 2 | 100 |
| Lab assignments | Varies | 20 | 339 |
| Quizzes | 10 | 16 | 160 |
| Total |  |  | 999 |
|  |  |  |  |

**Grading Scale**

|  |  |
| --- | --- |
| **A** | 90-100% |
| **B** | 80-89% |
| **C** | 70-79% |
| **D** | 60-69% |
| **F** | Below 60% |

**Course Schedule**

|  |  |  |
| --- | --- | --- |
| **DATE** | **LECTURE** | **ASSIGNMENTS** |
| 01/09-01/15  Week 1 | * Introduction to AP1 * Syllabus review * CH1: An Introduction to the human body * CH2: The Chemical Level of Organization * CH3: The Cellular level of organization | * Quiz 1   Due Date: 01/19 11:59p |
| 01/16-01/22  Week 2 | * CH4: The Tissue level of Organization | * Quiz 2 * Lab Assignment 1: Cell and Tissue Identification   Due date: 01/26 11:59p |
| 01/23-01/29  Week 3 | * CH5: The Integumentary System | * Quiz 3 * Lab assignment 2: The integumentary System * Due date: 02/02 11:59p |
| 01/30-02/05  Week 4 | * CH6: The Skeletal System: Bone tissue | * **Lecture Exam 1**   Due date: 02/03 10am   * Quiz 4 * Lab Assignment 3: Skeletal System Histology and Physiology   Due date: 02/09 11:59p |
| 02/06-02/12  Week 5 | * CH7: The Skeletal System: Axial Skeleton | 02/10 Learning Day: No meeting   * Quiz 5 * Lab assignment 4: Skull Skeletal Anatomy * Lab assignment 5: Torso Skeletal surface Features   Due date: 02/16 11:59p |
| 02/13-02/19  Week 6 | * CH8: The Skeletal System: Appendicular Skeleton | * Quiz 6 * Lab assignment 6: Lower Limb Skeletal Anatomy * Lab assignment 7: Upper Limb Skeletal Anatomy   Due date: 02/23 11:59p |
| 02/20-02/26  Week 7 | * CH9: Joints | * **Lecture Exam 2**   Due date: 02/24 10 am   * Quiz 7 * Lab assignment 8: Joints   Due date: 03/02 11:59p |
| 02/27-03/05  Week 8 | * CH10: Muscular Tissue | * **Lab practical 1**   Due date: 03/03 during class   * Quiz 8   Due date: 03/09 11:59 p |
| 03/06-03/12  Week 9 | * CH11: The Muscular System I | * Quiz 9 * Lab assignment 9: Muscles of the Head * Lab assignment 10: Muscles of the Torso * Lab assignment 11: Torso Muscle Actions * Lab assignment 12: Upper Limb Muscle Actions * Lab assignment 13: Upper Limb Muscular Anatomy   Due date: 03/16 11:59p |
| 03/13-03/19  Week 10 | **Spring Break** | **No classes** |
| 03/20-03/26  Week 11 | * CH11: The Muscular System II | * Quiz 10 * Lab assignment 14: Lower Limb Muscle Actions * Lab assignment 15: Lower Limb Muscle Anatomy   Due Date: 03/30 11:59p |
| 03/27-04/02  Week 12 | * CH12: Nervous Tissue | * **Lecture Exam 3:**   Due date: 03/31 10 am   * Quiz 11   Due date: 04/06 11:59p |
| 04/03-04/09  Week 13 | * CH13: The Spinal Cord and Spinal Nerves | * Quiz 12 * Lab assignment 16:  Nerves that Innervate Major Muscles of the Lower Limb * Lab assignment 17: Nerves that Innervate Major Muscles of the Upper Limb * Lab assignment 18: Spinal Cord and Nerves Anatomy   Due date: 04/13 11:59p |
| 04/10-04/16  Week 14 | * CH14: The Brain and the Cranial Nerves * CH15: The Autonomic Nervous System | * Quiz 13 * Quiz 14 * Lab assignment 19: Brain Anatomy * Lab assignment 20: Cranial nerves Anatomy and Physiology   Due Date: 04/20 11:59p |
| 04/17-04/23  Week 15 | * CH 17: The Special Senses * CH 18: The Endocrine System | * **Lab Practical 2**   Due date: 04/21 during class   * Quiz 15 * Quiz 16   Due Date 04/27 11:59p |
| 04/24-04/30  Week 16 | **Final Exam** | * **Lecture Exam 4:**   Due date: 04/28 10am |

**Student Academic Support Services**

**BayCare Behavioral Health’s Student Assistance Program:** Valencia College has contracted with a private and confidential counseling service to provide short-term assistance to credit students who need to resolve problems that are affecting their college performance. Examples might include stress, relationship/family issues, alcohol/drug problems, eating disorders, depression, and gender issues. Students who are experiencing any of these issues and who are enrolled in credit classes at Valencia should call the toll-free number 1-800-878-5470 to speak to a professional counselor. If needed, the counselor may refer the student to appropriate resources or to speak face-to-face with a licensed counselor. For more information, call or visit a Counselor in the Advising Center on any campus. BayCare services can also be reached through Video Relay Interpreters, Telecommunications Relay Service (TRS), at (800) 878-5470 or via email at [BayCareSAP@baycare.org](mailto:BayCareSAP@baycare.org).

**Learning Support**: Valencia college offers various learning support resources, including computer labs, tutoring, skill shops, testing centers and writing consultations. These provide individualized help with class materials—from writing essays and solving math problems to completing science and humanities projects. For more information go to the [Learning Support](https://valenciacollege.edu/students/learning-support/) website.

**FERPA rights**: Grades will not be discussed by phone or email. FERPA rights to privacy prevent the divulging of scores or related materials by these means. Scores will only be given face to-face with student or through student Canvas or ATLAS account. Grades will be discussed only between the students earning them and the professor.

**Special accommodations:** Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, by the second-class meeting; accommodations will not be applied retroactively. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. West Campus SSB, Rm. 102 Phone: 407-582-1523 Fax: 407-582-1326

**Equal opportunity and title IX**: Valencia College strives to be a community in which all members can learn and work in an atmosphere free from all forms of harassment, including sexual harassment, discrimination, intimidation and/or retaliation. All forms of discrimination and harassment based on protected status are prohibited at Valencia College. As such, students, faculty and staff are expected to adhere to the college’s policy: [6Hx28:2-01,Discrimination, Harassment and Related Misconduct](https://valenciacollege.edu/about/general-counsel/policy/documents/volume2/2-01-discrimination-harassment-related-conduct.pdf), which prohibits the above actions, as well as sexual assault, sexual exploitation, stalking and interpersonal violence, which includes dating and domestic violence.

Title IX of the Education Amendments of 1972 is a federal law that prohibits sex- and gender-based harassment, and discrimination in any education program or activity. Title IX states “no person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.” Sexual harassment, sexual assault, sexual misconduct, dating and domestic violence, and stalking are prohibited under [Title IX](https://valenciacollege.edu/about/equal-opportunity-title-ix/documents/title-ix-infographic.pdf).

**Syllabus disclaimer:**

* Any topic on this syllabus is subject to change at the discretion of your professor including but not limited to grading policies, schedule, examination topics, course evaluation and assignments.
* More detailed information will be provided in the first meeting session.