**Valencia College**

**HUMAN ANATOMY AND PHYSIOLOGY II**

**BSC2094C CRN 33155**

Summer 2023 (202330)

**Instructor:** Dr. Roy Coleman, (B.S., M.S., D.D.S.)

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**Student Engagement Hours:** By appointment – by Zoom meetings or message

Availability T&Th 9am-4pm or other times as needed

**Instructional Methods Used:** Zoom meetings as requested, Canvas, Narrated Power Points, Lab exercises

**COURSE DESCRIPTION:**

Human Anatomy and Physiology II: Continuation of BSC 2093C, including circulatory, cardiovascular, lymphatic, respiratory, digestive, urinary and reproductive systems with considerable emphasis on biochemistry of metabolic processes and body fluids.

Lectures consist of power point presentations with frequent student interaction and problem solving exercises. The focus during the lecture time is human physiology.

Laboratories consist of hands-on learning with explanations of anatomy and physiology. The focus during the laboratory sessions is on the gross and microscopic human anatomy as well as physiology that can be demonstrated clinically.

**CREDIT HOURS:** 4

**PREREQUISITES:** BSC2093C with a minimum grade of C, or departmental approval

**COURSE OBJECTIVES:**

1. Understand the basic structure and function of body systems, including:

Cardiovascular (circulatory) system which includes blood, heart and blood vessels

Lymphatic system which includes the immune system

Respiratory system

Digestive system which includes metabolism and nutrition

Renal (urinary) system which includes fluid, electrolyte and acid-base homeostasis

Reproductive (genital) system which includes development and inheritance

2. Understand how the tissues and systems of the body are integrated

3. Relate this understanding to maintenance of health and treatment of disease

4. To encourage you to seek more knowledge concerning anatomy and physiology

**COURSE MATERIALS:**

Text Book: Tortora, Gerald J. and Derrickson, Bryan, Principles of Anatomy and Physiology, 16th edition, John Wiley and Sons, Inc. with both loose-leaf text and WileyPLUS and the lab manual ISBN: 9781119829799

Access to Wiley Plus

Canvas compatibility

Printed laboratory assignments that are to be turned in as found in Canvas

**IMPORTANT DATES:**

Classes begin: May 8, 2023

Drop deadline for refund: May 15, 2023

Withdrawal deadline for a “W” grade: June 30, 2023

Classes end: August 1, 2023

**VALENCIA STUDENT COMPETENCIES:**

Core Competencies of a Valencia Graduate: Think, Value, Communicate, and Act.

These competencies are essential to success. This course will help you develop and demonstrate the abilities to: 1) think clearly and creatively, analyze, synthesize, integrate and evaluate the many domains of human inquiry; 2) make reasoned value judgments and responsible commitments; 3) communicate with different audiences using varied means; and 4) act purposefully, effectively and responsibly.

A complete listing of the competencies is located in the College catalog.

To meet these objectives, study groups are highly encouraged.

**COMMUNICATIONS:**

The class meetings will be the primary form of communication. Canvas has an Announcement tab which will be used for general class information if it cannot be communicated during a Zoom meeting. Communication through the Inbox link of Canvas will be the primary individual communication method. Please check it daily. I will respond to your messages within 24 hours on weekdays.

Grades will be published in Canvas as the assignments are graded.

**DISABILITY SERVICES:**

Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office of Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class: accommodations will not be applied retroactively. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. The West Campus Office is located in SSB, room 102. Phone: 407-582-1523 Fax: 407-582-1326

**BAYCARE BEHAVIORAL HEALTH’S STUDENT ASSISTANCE PROGRAM:**

Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24 hour unlimited access to the **Baycare Behavioral Health’s confidential student assistance program** phone counseling services by calling **(800) 878-5470**. Three free confidential face-to-face counseling sessions are also available to students.

**STUDENT CONDUCT:**

Violation of the Student Code of Conduct outlined in the current Valencia Student Handbook may lead to disciplinary action, up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from the class, disciplinary warning, probation, suspension, expulsion or other appropriate and authorized actions.

Valencia College is committed to providing each student a quality educational experience. Faculty members have set high standards of instruction for themselves and for you. If you have a problem in a class, your first step is to talk to your instructor. If you are still dissatisfied, you may talk with the academic dean of the division for your class. We will work together to resolve any issues that arise.

Students may record video and/or audio of class lectures for their personal use. Recordings may be a useful tool to support your learning and provide a resource for review. It is important to be respectful of your peers’ rights to privacy; with that in mind, please refrain from recording your peers during lectures. You may not record class discussions, student presentations, labs, group work, and private conversations. Further, you may not publish or share recordings without my written consent, nor may you provide recordings to classmates as a substitution for class participation and attendance. If necessary, I will handle violations of this section through the College’s Student Code of Conduct.

**ACADEMIC HONESTY:**

All forms of academic dishonesty are prohibited at Valencia Community College.

Academic dishonesty includes, but is not limited to, plagiarism, cheating, misconduct during a testing situation, or misuse of identification with intent to defraud or deceive.

Each student is required to follow Valencia policy regarding academic honesty. All work submitted by students is expected to be the result of the student’s individual thoughts, research, and self-expression

Students shall take special notice that the assignment of course grades is the responsibility of the instructor. When there is reason to believe that an act of academic dishonesty has occurred, and before sanctions are imposed, the student shall be given informal notice and an opportunity to be heard by the instructor. Any student determined by the instructor to have been guilty of engaging in an act of academic dishonesty shall be subject to a range of academic penalties as determined by the instructor with referral to the Dean of the Science Department. These penalties may include, but are not limited to, one or more of the following: loss of credit for an assignment, examination, or project; reduction in the course grade; or a grade of “F” in the course. At the option of the instructor, the appropriate administrator of the campus may be furnished with written notification of the occurrence and action taken. If such written notice is given, a copy shall be provided to the student.

All forms of academic dishonesty (cheating, plagiarism, forgery, misuse) are prohibited as stated in the Student Code of Conduct and will be disciplined or penalized accordingly. All work submitted by students is expected to be the result of each student’s individual thoughts, research, and self-expression unless the assignment specifically states “group project.”

With the first occurrence of academic dishonesty, in any form, a student will receive a failing grade for that single assignment/assessment. Proof of a subsequent event of academic dishonesty will result in a failing grade in the class along with a referral to the Dean of Science and the Dean of Students.

**ONLINE COURSE INFORMATION**

**Technology Requirements:** The college uses the Canvas learning management system (LMS). The following link provides answers to common questions students may have about Canvas:

<https://valenciacollege.edu/faculty/canvas-resources/student-faqs.php>

The following link lists the minimum computer requirements to successfully run Canvas:

<https://community.canvaslms.com/docs/DOC-10721-67952720328>

If you have any concern about whether your computer system is sufficient to support Canvas, please read this document. In addition to the minimum requirements you are also required to have a webcam, either integral to your system or as an addition to your system.

Honorlock will be used for all examinations. This system requires a **web camera and Chrome Browser**. The detailed instructions on students use and safety is available in the Orientation Module.

**Honorlock:** The college has adopted the Honorlock application as the remote proctoring application for online examinations this summer. This is an extension for the Chrome browser and is required to access the exams in Canvas, along with a webcam and microphone. **You will be remotely monitored and recorded while taking the exam, including your internet activity, attempted use of other devices and interactions with other people at your location. Canvas will also keep a record of your internet activity, including during the exam.** Any clearly identified evidence of cheating on an exam will result in a zero for the exam. A second incidence will result in you being administratively dropped from the class. **You will be required to sign an academic honesty agreement, and this must be on file with me prior to the first exam. Please Note: If, for any reason, Honorlock is not available for an exam, report it immediately to Honorlock tech support and your instructor. Any exam taken without Honorlock will receive a zero. Please Note: If, for any reason, Honorlock is not available for an exam, report it immediately to HonorLock tech support and your instructor. Any exam taken without HonorLock will receive a zero.**

Learn more about Honorlock by clicking on the following link: <https://honorlock.com/students/>

**NOTE: Students must use a computer with reliable internet access because excuses or failure to complete assessments due to computer error will not be permitted.**

**Zoom meetings:** Zoom meetings will be scheduled once a week when the most students can attend during normal working hours on a weekday (subject to my schedule also). All zoom meetings will be recorded and made available in the Zoom tab with the secondary heading of Cloud Recordings.

**Netiquette:** The term "netiquette" refers to the awareness of the need for a certain code of behavior (etiquette) in electronic environments (the net) ... Net + Etiquette = netiquette. Netiquette, while a general term, is complex at specific levels because there are so many different kinds of electronic environments, and so many different situations in which we may find ourselves in those environments.

Classes focusing on areas where electronic communication play a key, if as yet undefined, role in technical and professional communication, and it is our responsibility to be aware of our textual presence as it reflects upon our professional responsibilities, to ourselves and to our parents and students.

In order to maintain a positive online environment, we all need to follow the netiquette guidelines summarized below.

All students are expected to:

* show respect for the instructor and for other students in the class
* respect the privacy of other students
* express differences of opinion in a polite and rational way
* maintain an environment of constructive criticism when commenting on the work of other students
* avoid bringing up irrelevant topics when involved in group discussions or other collaborative activities

The following list summarizes the kind of behavior that is not acceptable. Each item listed below is grounds for removal from the class.

Students should not:

* Show disrespect for the instructor or for other students in the class
* Send messages or comments that are threatening, harassing, or offensive
* Use inappropriate or offensive language
* Convey a hostile or confrontational tone when communicating or working collaboratively with other students
* USE ALL UPPERCASE IN THEIR MESSAGES -- THIS IS THE EQUIVALENT OF SHOUTING!!!

**ATTENDANCE AND WITHDRAWAL:**

The College believes that regular attendance and class participation are significant factors which promote success in college. Canvas, our course management system, logs your online activities and this record will be used to monitor your attendance. You are expected to participate in the weekly activities of the class, beginning during the first week of the semester and for the remainder of the semester, to remain in good standing in the class. Failure to participate in the activities of the first week of class will identify you as a “no show” for attendance purposes and will result in an administrative withdrawal from class.

Any student who withdraws from class before the withdrawal deadline will receive a grade of W.Any student who stops attending class but does not withdraw from the course through ATLAS by the withdrawal deadline of June 30, 2023 will receive a grade of F for the course.

A student is not permitted to withdraw from this class after the withdrawal deadline; if you remain in the class after the withdrawal deadline, you can only receive a grade of A, B, C, D, F or I. An I grade will only be assigned under extraordinary circumstances that occur near the end of the semester. If you receive an I, the work missed must be made up during the following semester, at which time you will get an A, B, C, D or F. Failure to make up the work during the following semester will result in you getting a grade of F in the course. Any student who withdraws from this class during a third or subsequent attempt in this course will be assigned a grade of F.

Students on financial aid should consult an advisor or counselor before withdrawing from the course as there may be financial implications to the student which he or she must know about to make an informed decision. Students with some scholarships who withdraw or are withdrawn from a class must repay the cost of the class.

In order to academically maintain financial aid, students must meet all of the following requirements:

Complete 67% of all classes attempted and maintain a Valencia GPA of 2.0 or higher and maintain an overall GPA of 2.0 or higher and complete degree within the 150% timeframe

Detailed information about maintaining satisfactory academic progress (SAP) can be found at:

<https://valenciacollege.edu/finaid/satisfactory-progress.php>

**STUDY TIPS:**

LEARNING IS AN ACTION VERB!! Most students need to do more than just sit through lectures and reread their notes. Spend 1-2 hour blocks of time EVERY DAY actively writing or discussing concepts to make them a part of your memory. Use the words you learn often, they will sink in better.

Here are some study and classroom management tips that have assisted former students:

Attend class daily and don’t be tardy.

REWRITE YOUR NOTES soon after the lecture; tape record lectures and replay to refresh your memory when you rewrite your notes.

Create flash cards with questions you make up from the lecture and lab with answers on the back.

Use mnemonic devises and other games to remember concepts; go to Google images, YouTube or the Khan Academy for additional pictures and videos to clarify concepts.

Make lists of confusing topics from your studying and ask questions.

JOIN A STUDY GROUP and predict what questions the professor could ask on the test.

Get the telephone number of one or more classmates in case you are absent from a class.

Use the tutoring services available in bldg. 7-240 (extension 1633)

**LEARNING SUPPORT:**

Learning Support Services provides students with academic support through distance tutoring, face to face tutoring at the campuses, writing consultations, library services, and resources. Tutoring is offered in most academic disciplines including math, science, foreign languages, English for academic purposes (EAP), computer programming and writing assistance for any course.  Assistance with library research can be accessed online through Atlas or the tutoring LibGuide.  For more information on how to access tutoring and library research assistance, please visit the college-wide Learning Support Services LibGuide at: [www.valenciacollege.edu/tutoring](https://nam10.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.valenciacollege.edu%2Ftutoring&data=04%7C01%7Clcoleman12%40valenciacollege.edu%7Cab2887d003f14b27288008d9632dc7d1%7C0e8866953d1741a88544135b0a92a47c%7C1%7C0%7C637649870575179448%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=wHMNip80n9Mr%2B3C%2BbvKFFklHhpVxVSGtt9SGpIi9DPQ%3D&reserved=0)

Please note: Brainfuse is our new  24/7 online tutoring and learning hub, which is available to all of Valencia’s students.  This service is best used as a back-up to Valencia’s Distance Tutoring service, not as a replacement.  Brainfuse is accessible through Canvas or by visiting [www.valenciacollege.edu/tutoring](https://nam10.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.valenciacollege.edu%2Ftutoring&data=04%7C01%7Clcoleman12%40valenciacollege.edu%7Cab2887d003f14b27288008d9632dc7d1%7C0e8866953d1741a88544135b0a92a47c%7C1%7C0%7C637649870575189440%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=x5a%2B3Sxe%2BMfLWkob14mzOffZntH8N7%2B5a4tmidgDJ5g%3D&reserved=0)

**EXAMINATIONS:**

There will be five sectional examinations and a comprehensive final examination covering lecture material. These examinations will focus on physiology. One hour and fifteen minutes will be allowed for each examination. Each examination will consist of forty-five multiple choice questions worth two points each, five multiple choice questions worth one point each and five True or False questions worth one point each. Each lecture examination will have five possible extra credit points defining one of the prefixes or suffixes found on what is termed the Latin List.

There will be two laboratory examinations. Each laboratory practical examination will consist of histology slides (photos) or the laboratory models we have studied or the specimens that have been dissected. There will be fifty slides with one picture on each slide. In each case, a list of words to choose from will be provided. Each question will be worth two points. Each laboratory practical will have one to three extra credit questions relating anatomy to physiology worth four to eight possible extra credit points

The lowest score of either any lecture examination or one laboratory practical examination will be dropped.

Make-up Policy: Examinations may be made up in case of documented emergencies on a case-by-case basis at the instructor’s discretion.

**HOMEWORK ASSIGNMENTS IN WILEY PLUS:**

Ten homework exercises are assigned in WileyPlus for credit.

Homework is due before the examination it will cover.

**HOMEWORK ASSIGNMENTS IN ALLEN AND HARPER LABORATORY MANUAL:**

Ten homework exercises are assigned for credit.

Homework is due in the laboratory sessions.

**CREDIT ASSIGNMENTS IN WILEY ACCESS:**

Fifteen exercises are assigned for credit.

The assignments are due before the examination it will cover.

**QUIZZES:**

Fifteen quizzes will be given in Canvas. The quizzes may cover information from lectures, or information learned in laboratory. Quizzes are due before the examination it will cover.

**EXTRA CREDIT:**

Extra credit opportunities throughout the semester include: each laboratory practical will have questions relating anatomy to physiology with each examination having a total of four to eight possible extra credit points: each lecture examination will have five possible extra credit points defining one of the prefixes or suffixes found on what is termed the Latin List.

No exceptions or other accommodations will be given to earn extra points.

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**GRADING:**

Your grade will be determined as follows:

58% of grade from lecture

6 Lecture Examinations (100 points each) (lowest dropped) 500 points (50%)

5 Quizzes Physiology (10 points each) 50 points (5%)

15 Wiley Plus activities (2 points each) 30 points (3%)

42% of grade from laboratory

2 Lab Practical Examinations (100 points each) 200 points (20%)

10 Quizzes Anatomy (10 points each) 100 points (10%)

2 Laboratory Exercise (10 points each) 20 points (2%)

10 Homework (5 points each) 50 points (5%)

10 Homework Allen and Harper (5 points each) 50 points (5%)

1000 points

Grading Scale:

A – 89-100%: B – 77-88%: C – 65-76%: D – 53-64%: F - 0-52%

**DISCLAIMER:** Changes to the syllabus and schedule may be made at any time during the term. In the event that adjustments need to be made to the total point value, the percentages will remain the same.

**Dr. Roy Coleman ANATOMY AND PHYSIOLOGY II BSC 2094C CRN 33155**

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| --- | --- | --- | --- | --- |
| **Week of** | **Chapter** | **Lecture Title\_** | **Laboratory\_Exercise** | **Due This Week** |
| 8-May | 19 | Introduction, Blood | 1 Blood |  |
|  | 19 | Blood |  | Q-Syllabus, Introduction |
| 15-May | 20 | Heart | 2 Heart Anatomy | AH-HW1 |
|  | 20 | Heart |  | WP1, Blood Cells Worksheet |
| 22-May | 21 | Blood Vessels | 3 Heart Physiology 4 Bl Vess | AH-HW2 |
|  | 21 | Blood Vessels |  |  |
| 29-May |  |  | **NO CLASS** | **EXAM #1 (CH 19-21)** |
| 31-May |  |  | Review | HW1, HW2, HW3 |
|  |  |  |  | Q-Blood -BloodPlasma-CVPhys |
|  |  |  |  | WP2, WP3, WP4, WP5 |
| 5-Jun | 22 | Immune System | 5 Lymph | AH-HW3, AH-HW4 |
|  | 22,23 | Immune and Resp System |  |  |
| 12-Jun | 23 | Resp System | 6 Respiratory Anatomy | AH-HW5 |
|  | 23 | Resp System |  |  |
| 19-Jun | 23 | Resp System | 7 Resp Physiology | **Lab Practical I** |
|  |  |  |  | Q- HtAnat -Artery -Vein |
|  |  |  |  | Q-RespAnat -Lymph |
|  |  |  |  | **EXAM #2 (CH 22-23)** |
|  |  |  |  | AH-HW6, HW4, HW5 |
|  |  |  |  | Q-Imm -RespPhys |
|  |  |  |  | WP6, WP7, WP8, WP9, WP10 |
| 26-Jun | 24 | Digestive System | 8 Digestive Anatomy |  |
|  | 25 | Digestive/Met/Nut |  |  |
| 3-Jul | 26 | Renal System | 9 Renal Anatomy | AH-HW7 |
|  |  |  |  |  |
| 10-Jul | 27 | Electrolytes/A/B | 10 Renal Physiology | **EXAM #3 (CH 24-25)** |
|  |  |  |  | HW6, HW7, WP11 |
| 17-Jul | 28 | Repro System | 11 Repro Anatomy | AH-HW8 |
|  |  |  |  | Urinalysis Worksheet |
| 24-Jul | 28 | Repro System | 11 Repro Anatomy | **EXAM #4 (CH 26-27)** |
|  | 28-29 | Repro System | 12 Dissection | HW8, HW9 Q-RenPhys |
|  |  |  |  | WP12, WP13, WP14 |
| 31-Jul |  |  |  | **Lab Practical II** |
|  |  |  |  | AH-HW9, AH-HW10 |
|  |  |  |  | Q-DigAnat Q-RenalAnat, |
|  |  |  |  | Q-ReproM Q-ReproF |
|  |  |  |  | **EXAM #5 (CH 28)** |
|  |  |  |  | HW10, WP15 |
| 1-Aug |  |  |  | **FINAL EXAM** |