

BSC 2093C: Human Anatomy & Physiology I

Downtown Campus

Course Syllabus and Classroom Policies

Fall 2021

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COURSE OVERVIEW

Course Description

Welcome to BSC 2093C. This is the first half of a two-semester course dealing with the anatomy and physiology of the human body. In this course, we will use a systems approach, meaning that both the anatomy and the physiology of a system will be covered together. The topics covered include the scientific method, biochemical processes of life, cells, tissues, structure and function of integumentary, skeletal, muscular, endocrine and nervous systems, and organs of special senses. Lab exercises emphasize anatomic and physiologic principles associated with classroom work. This course meets the General Education science requirement for graduation.

Prerequisites

Satisfactory completion of all mandated courses and a minimum grade of C in BSC 1010C or MCB 2010C; or a minimum of B for acceptable high school courses, such as honors biology and honors chemistry, or AP biology and AP chemistry.

Major Topics

- Scientific method
- Biochemical processes of life
- Cell structure and function
- Tissue structure, organization and function
- Integumentary system
- Skeletal System
- Muscular System
- Nervous System
- Endocrine System

Major Learning Outcomes

By the end of the semester, the student will have met the following learning objectives:

1. Students will analyze laboratory results and medical information using the scientific method.
2. Students will identify elements and chemical reactions in the human body that contribute to homeostasis. Students will describe how elements and chemical reactions in the human body contribute to homeostasis.
3. Students will identify each of the major components of the cell. Students will relate the structure to the function of each of the major components of the cell.
4. Students will identify each of the four major types of tissues including subtypes. Students will relate the structure to the function of each of the four major types of tissues including subtypes.
5. Students will identify the major components of the integumentary system. Students will relate the structure to the function of the major components of the integumentary system.
6. Students will identify the major components of the skeletal system. Students will relate the structure to the function of the major components of the skeletal system.
7. Students will identify the components of muscle tissue. Students will relate the structure to the function of muscle tissue. Students will identify skeletal muscles of the muscular system. Students will relate the structure to the function of skeletal muscles.
8. Students will identify the major components of the nervous system. Students will relate the structure to the function of

the major components of the nervous system.

9. Students will identify major components of the endocrine system. Students will relate the structure to the function of the major components of the endocrine system.

Core Competencies of a Valencia Graduate

Valencia's Student Core Competencies are complex abilities that are considered the essential elements of a successful student. This course will help you develop and demonstrate the abilities to: (1) think clearly, critically, reflectively, and creatively; (2) communicate with others verbally and in written form; (3) make reasoned value judgments and responsible commitments; and (4) act purposefully, reflectively, and responsibly. Our goal is to provide these global competencies in the context of application; this means that students will be required to understand problems and effectively communicate an appropriate solution.

Canvas

The entirety of this course will take place online using Canvas. It is recommended that you review the tutorials before beginning this material, and set up your phone or e-mail to give alerts for Canvas (support 407-582-5600). To manage notifications by text, log into Canvas (<https://online.valenciacollege.edu/login/canvas>) and click on:

- Account
- Settings – Other Contact – Contact Method (right side of screen) – enter text information – Register SMS
- A text will go to your phone with a code to enter to confirm your number
- Notifications – select the notifications that you want and where the notification should go to

Canvas also has a mobile app! Download the app, click Find My School, search for Valencia College, and enter your Atlas login. Click “allow” to enable notifications.

Required Course Materials/Textbooks

1. Principles of Anatomy and Physiology 16th edition, by Tortora/Derrickson with only WileyPLUS 2 Semester Access (does not include loose-leaf text) ISBN: 9781119704607
2. Allen Lab Manual 7e with only Loose-Leaf text (does not include WileyPLUS) ISBN: 9781119662556
3. Webcam

Educational Supplies

These supplies are not required but are strongly recommended. A student should own or have access to a current edition of a college-level dictionary and thesaurus. If you cannot obtain a copy, you should have access to a computer or smartphone with online capabilities; I can recommend a number of websites to you (www.webster.com, www.wiktionary.org, or www.dictionary.com are excellent starting points). You may also want to investigate online cloud-based storage sites, like Google Drive or Dropbox.

Communication

You can contact me by canvas message or email, and I usually respond in less than 24 hours on weekdays. Between 12pm and 2 pm on weekdays I usually respond within the same hour.

CLASSROOM POLICIES

Attendance Policy for Online Classes

This is an online course managed through Canvas. You must have access to the Internet to complete the course requirements. Your online attendance will be checked each week based on your participation in the course and submission of coursework. In the event of an extended absence, you should contact me via email or phone as soon as possible to indicate the reason. If you do not access the course website or contact me letting me know of your absence for a period of seven consecutive days, you will be contacted, and if there is no communication within 48 hours, you may be withdrawn from the course up until the withdraw deadline. After the withdraw deadline, students with an absence of more than 7 days will receive the final grade that is earned according to the course grading policy.

“No Show” Status for Online Classes

If you do not log into the course and complete the academically required attendance **assignment in Canvas during the first week of the semester**, you will be withdrawn from the class as a "No Show." Participation is required for online classes; students who are not actively participating in an online class and/or do not submit the required attendance activity or assignment by the scheduled due date must be withdrawn by the instructor at the end of the first week as a "No Show". If you are withdrawn as a "No Show," you will be financially responsible for the class and a final grade of "WN" will appear on your transcript for the course.

Class Participation in an Online Class

Students are expected to actively participate in online discussions and activities. This will affect your performance in this course (students who are actively involved in course material tend to be more successful). Be prepared to discuss all materials in each module: take notes while reading at home, complete all assigned tasks on the weekly schedule, and have at least one question or comment about assigned readings every module.

Proctored Exam Requirement

You are **required to** [download and install the lockdown browser](#), to prevent opening any other browsers during the exam.

Online Protocol

Students are expected to maintain proper decorum while online. Proper etiquette includes, but is not limited to, treating your fellow students with respect online, using appropriate language in all work submitted online, and acting the same way you would behave in a classroom – consider the digital classroom to be no different from the traditional classroom or professional workplace.

International Students (F-1 or J-1 Visa)

Please be advised that withdrawal from this course due to attendance may result in the termination of your visa status if you fall below the full-time enrollment requirements of 12 credit hours. Consult the International Student Service office for more information.

EVALUATION AND GRADING

Course Evaluation & Grading Scale

Course evaluation is divided into four categories; together these categories will comprise the final grade.

Course Evaluation & Grading Scale	POINT VALUES*	GRADE %
Chapter Assessments	180pts	18%
Lab	120pts	12%
Assignments/Projects	200pts	20%
Online Discussions	100pts	10%
Lecture Exams: • First Exam (Chapters 1, 2, 3, 4, 5) • Second Exam (Chapters 6, 7, 8, 9, 10, 11) • Third Exam (Chapters 12, 13, 14, 15, 16) • Final Exam (Chapters 17, 18)	100pts 100pts 100pts 100pts	40%
GRAND TOTAL	1000 POINTS	100%*

* Available points, the number of tests and activities may be changed at the discretion of the professor. Announcement regarding the changes will be made in the class.

The sum of points earned throughout the course will determine a letter grade as follows:

A: 1000-900 pts	A: 90% - 100%
B: 899-800 pts	B: 80% - 89%
C: 799-700 pts	C: 70% - 79%
D: 699-600 pts	D: 60% - 69%
F: below 599 pts	F: below 60%

Exam/Quiz/Project/Late Work Make Up Policy

Make-up exams will be given in emergency situations, provided the instructor is notified within a reasonable time frame. Please note that missing an exam will have an adverse effect on your grade. Please also note that the final exam is required; missing the final exam will result in an automatic "0" on the final exam.

Homework and quizzes cannot be made up; if a student is absent, the student is responsible for determining required work, completing the assignment. If a student is absent on the day of a quiz, that student will receive a "0" for the quiz.

Course Assignments & Exams

Please visit the **Tentative Course Schedule** page in the **Orientation** module. For assignments due dates check the modules on Canvas.

Extra Credit Assignments

The availability of extra credit opportunities is at my discretion.

VALENCIA COLLEGE POLICIES & GENERAL INFORMATION

Important Valencia Website Links

- College Calendar: <http://valenciacollege.edu/calendar/>
- Important Dates & Deadlines: <https://valenciacollege.edu/academics/calendar/>
- College Catalog: <http://valenciacollege.edu/catalog/>
- Valencia Policy and Procedures: <http://valenciacollege.edu/generalcounsel/policy/>
- FERPA: <http://valenciacollege.edu/ferpa/>

Important Course and College Dates

- Aug. 23: Classes Begin
- **Aug. 30 @ 11:59 p.m.: Drop/Refund Deadline**
- **Nov. 3 @ 11:59 p.m.: Withdrawal Deadline**
- Dec. 12: Classes End

NOTE: Please visit the Course Calendar page in the Canvas Orientation module. You can also visit the following website for any changes to the current academic calendar year: <https://valenciacollege.edu/academics/calendar/>

Withdrawal Policy

Please see the date above for the withdrawal deadline. During a first or second attempt in the same course at Valencia, if you withdraw or are withdrawn by the professor, you will receive a non-punitive grade of "W" (Withdrawn). You will not receive credit for the course, and the W will not be calculated in your grade point average; however, the enrollment will count in your total attempts in the specific course.

Students are not permitted to withdraw after the withdrawal deadline. A student may be administratively withdrawn from the course due to violation of class attendance policy; if you are withdrawn administratively, you will receive a W. Any student who withdraws or is withdrawn from a class during the third or subsequent attempt to complete the course will be assigned a grade of F. Please note that withdrawal from a course may impact financial aid; it is strongly recommended a student consult with the professor, an adviser, and financial aid before withdrawing from the course.

Student Code of Conduct in an Online Environment

Valencia College is dedicated not only to the advancement of knowledge and learning, but the development of responsible personal and social conduct. By enrolling at Valencia College, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the online environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of online learning for other students may be directed to Student Services. Violation of any classroom or Valencia rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current *Valencia Student Handbook*.

Academic Honesty

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, unless the assignment specifically states "group project." Any act of academic dishonesty will be handled in accordance with Valencia policy as set forth in the Student Handbook and Catalog. At Valencia, we expect the highest standards of academic honesty. Academic dishonesty is prohibited in accordance with policy 6Hx28:

8-11 upheld by the Vice President of Student Affairs (<http://valenciacollege.edu/generalcounsel/policy/>). Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive.

Plagiarism

Plagiarism is the act of taking another individual's writings or ideas and passing them off as your own. This includes directly copying even a small portion of the text, indirectly taking thoughts by paraphrasing ideas without correctly attributing to the source (meaning both with signal phrases and in-text parenthetical citations), using papers written in previous courses (self-plagiarism), and using another individual's research without the correct attribution. Any act of plagiarism or academic dishonesty will result in an automatic failing grade on the assignment, no matter how small the infraction; to clarify, this means the assignment will receive no points. Additional action may be taken with the college's

administrative offices. Do not endanger your academic career: If there is a severe issue, you are confused about what constitutes plagiarism, or you feel dishonesty is your only solution, contact me immediately and we will discuss the matter. Remember, once the assignment has been submitted, there is no distinction between unintentional plagiarism and intentional plagiarism – it's just intentional in my eyes. Students' work will be submitted through Canvas's plagiarism assessment tool.

Internet Research Statement

Because of the variety of sources, ease of publication, lack of central control, and proliferation of commercial information on the free Internet, it is often hard to tell if information obtained online is reliable. Many sites contain research and information of high quality; however, unlike traditional print publications or library-based electronic resources, there is usually no process of peer review, nor is there an editor verifying the accuracy of information presented on the Internet. There are an increasing number of sites containing information that may be incomplete, anonymously written, out-of-date, biased, fraudulent, or whose content may not be factual.

Students should, therefore, use caution in use of the free Internet for their research needs. For academic topics that are addressed in scholarly literature, use of electronic databases or visiting the library may better meet your needs. However, each professor makes the final determination of what is, or is not, accepted as a valid source, so review the syllabus for specific guidelines from your professor.

Students with Disabilities

Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with their professor, preferably during the first two weeks of class. <http://valenciacollege.edu/osd/>

Personal Policy: If you require any special accommodations for the course, do not hesitate to let me know. You have my permission to tape record anything in the course; any additional accommodations must go through the Office for Students with Disabilities (see below).

From the Office for Students with Disabilities: *Students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. All requests will be kept in strict confidence.*

Student Assistance Program

Valencia College is interested in making sure all of our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management, as well as relationship problems dealing with school, home, or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Disclaimer

The syllabus, assignments, and due dates are subject to change at the discretion of the professor.