

VALENCIA COLLEGE

COURSE SYLLABUS: BSC 2093C

HUMAN ANATOMY AND PHYSIOLOGY I

4 credit hours 6 contact hours/week

... Semester, 2022

CRN ...

Professor: Dr. Shahnaz Kanani

Email: skanani@valenciacollege.edu

Office: HSB- 138D

Meeting Time/Location:

Monday Lecture: **HSB ...**

Time: ...

Wednesday Lab: **HSB ...**

Time: ...

Office Hours: Available in Canvas

COURSE DESCRIPTION:

BSC 2093C is the first 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. Tissues, structure and functions of the Integumentary, skeletal, muscular, endocrine, and nervous systems, and organs of special senses are emphasized. Lab exercises reinforce anatomic and physiologic principles associated with classroom work.

REQUIRED TEXTS:

Principles of Anatomy and Physiology 15th edition, by Tortora/Derrickson

1 pack of green scantron sheet (Form NO. 882-E)

After introductory chapters, including:

Chapter 1: An Introduction to the Human Body

Chapter 2: The Chemical Level of Organization

Chapter 3: The Cellular Level of Organization

Chapter 4: The Tissue Level of Organization

The systems that will be covered in API are:

Chapter 5: The Integumentary System (Skin)

Chapter 6-9: The Skeletal System and Joints

Chapter 10-11: The Muscular System

Chapter 12-17: The Nervous System

Chapter 18: The Endocrine System

PREREQUISITES:

Successful completion of all mandatory courses in reading, mathematics, English and EAP; and a minimum grade of "C" in Honors high school or Advanced biology and Honors school or Advanced chemistry; or BSC1010C

GRADING POLICY: Point System

Divide number of points earned by total number of points possible. Points earned come from various sources:

1.	First lecture exam	Ch. 1, 2, 3	70 pts
2.	Second lecture exam	Ch. 4, 5, 6	100 pts
3.	Third lecture exam	Ch. 9, 10, 12	100 pts
4.	Lab quiz	Ch. 11, 14	100 pts
5.	Lecture assignments		80 pts
6.	Lab assignments	Ch. 7, 8	50 pts
7.	Class activities/projects		160 pts
8.	Final exam	Cumulative	120 pts
9.	Attendance		20 pts
	Total points		800 pts

** Available points may be changed at the discretion of the professor.

GRADING SCALE:

A	90 = percentage \leq , = 100%	720 = received points \leq , = 800 pts
B	80 = percentage $<$ 90%	640 = received points $<$ 720 pts
C	70 = percentage $<$ 80%	560 = received points $<$ 640 pts
D	60 = percentage $<$ 70%	480 = received points $<$ 560 pts
F	Below 60%	0 = received points $<$ 480 pts

CLASSROOM RULES AND EXPECTATIONS!!!

I. About the Course

Humans are extremely complex organisms. The pace of this course is rigorous and requires your full participation and effort. Take this class very seriously. You are learning Anatomy and Physiology for your future career and this may be the **only** exposure to it that you will ever receive.

II. Contacting/Meeting with the Professor

1. Students are not only encouraged but expected to contact the professor when they have questions, challenges, or concerns. The process of learning is a cooperative one as we work together towards the common goal of greater understanding. Please feel free to meet with the professor during office hours, contact her via email, or ask to make an appointment.
2. To contact the professor, you are expected to use Canvas email or following email address: skanani@valenciacollege.edu
3. Office hours are for the purpose of academic questions and concerns specific to this course, and students who are seeking career guidance.
4. During office hours, the professor accepts one student at a time.

III. Attendance

1. Regular attendance in both lecture and lab is mandatory for satisfactory performance in this course. Your record of attendance and participation may be used as a criterion for assigning final grades in borderline cases.
2. Tardiness will not be tolerated. It is extremely rude and disruptive to arrive late. Arriving late, leaving the class early, or coming back late after the break are considered tardiness. Make adjustments to your personal schedule so that you consistently arrive on time for lectures and labs. Chronic tardiness will be taken into consideration when assigning a final grade.
3. You are expected to be present in the class at ...**am/pm** and stay in the class until the end of lecture/lab activity.
4. There are 20 available attendance points in this course.
For each absence, except the first absence, two points will be deducted from the student's available attendance points.
For each tardiness, except the first tardiness, half a point will be deducted from the student's available attendance points. Subsequent absence or tardiness will result in more deduction.

5. If a student misses a class and does not have a legitimate and verified excuse, example of a legitimate excuse is indicated in section **IV**. Make-ups, she/he loses the points of the activity/test in that class session.

IV. Make-ups

1. There will be no make-ups for tests, assignments, and class activities/projects.
2. In case of an emergency situation and missing a test or an activity, within a week after returning to the class the student needs to provide enough valid/acceptable original official documents to prove his/her emergency situation. In the document, the following information should be indicated:

On the exact date and time (date and time of the missed lecture exam/lab quiz/class activity) student (first/last name) cannot attend school because of his/her emergency situation. The document should be signed by a certified physician, a licensed health professional, a police officer with badge number, students' supervisor/manager, head/assistant of a department/division in college/university, etc. Also the contact information should be indicated in the document in case verifying the validity of the document is needed.

If the document is accepted as a valid document by the professor, no point is deducted from the student's attendance points, and the following opportunity is available for the student:

- In case of missing a lecture exam, the final exam is counted as the grade of the missed lecture exam. In case of missing a lab quiz the next lab quiz is counted as the grade of the missed lab quiz. In case of missing an activity the next activity is counted/calculated as the grade of the missed activity. This alternative is applied only once for a student throughout the semester.

In case of an absence/a tardiness because of a personal reason such as personal trip, family gathering, birthday, graduation ceremony of a friend/relative, shopping, etc. the above alternative cannot be used and the attendance point(s) will be deducted.

****Accepting a student's document as a legitimate excuse is all at the discretion of the professor.**

3. Missing final exam equals failing (F) in the course.

V. Provided/Available Documents

1. Syllabus, lecture and lab PowerPoints, lecture and lab assignments are available in Canvas.
2. There will be class activities and practice activities during the semester (individual and group activities) to help students become prepared for the upcoming tests.

VI. Exams

1. Date/time and a brief description of each exam will be available in Canvas → Calendar.

2. Students are required to have one green scantron, form NO. 882-E, two pencils, and one eraser for each exam.
3. Students are expected to record their answers on the scantron or the provided answer sheet for class activities.
4. During the test, students are not allowed to carry any electronic devices, wear any kind of hat or sunglasses.
5. To carry beverage during a test, students must inform the professor prior to the beginning of the test (beverage and food are not allowed in the AP laboratories).
6. Before turning in the test and the scantron/answer sheet, students are not allowed to leave the class for any reason. If a student wants to leave the class in the middle of a test for a personal reason, she/he must turn in the answer sheet/scantron, test, and provided folder.
7. After the test, students are expected to return to the class for the rest of lecture/lab. Not returning to the class after taking a test, equals one tardiness.

VII. Online Assignments

1. Lecture and lab assignments in this course are available in Canvas. Students are required to have access to a computer to find and work on the assignments. For those students who do not have access to computer, there are computers available in the library.
2. Lecture and lab assignments are not accepted/available after due date/time.
3. In case of any suspicious plagiarism in an assignment, completion of the entire assignment is required upon the professor's request at the professor's office during office hours. If the student refuses to complete the task, she/he does not receive the available points of that assignment. If the student completes the task, and the result is significantly different from the previous one, the new result is counted as the student's grade.

VIII. Class Activities/Practice Activities (Individual/Group Activities)

1. Most class/practice activities are announced in Canvas → Announcement → Weekly Schedule.
2. Class activities are accepted only if students turn them in at the end of class session.
3. In group activities, all members of the group should be present in the class at the time of turning in the activity/assignment.
4. In lab activities/sessions, students are expected to follow verbal/written instructions. If a student doesn't follow the instruction or starts a conversation that is irrelevant to the subject covered in the class, the professor will notify her/him. If the student ignores this notification and repeats her/his

action, she/he should leave the class upon professor's decision. In this case, student loses the points of attendance and lab activity.

5. In lab activities, if any mishandling of microscope, slide, torso, model, bone ... occurs, student(s) in charge will lose the point of the upcoming lab activity.

IX. Student Presentation

1. To present a topic, students are required to prepare a document such as a PowerPoint, word document ... to use along the presentation and email the prepared document to the professor prior to the day/time of presentation.
2. If a student is not prepared to present the topic on the scheduled day/time of a presentation, she/he will lose the opportunity of that presentation.

X. Plagiarism

1. Academic dishonesty will not be tolerated. Incidents of cheating and/or plagiarism will result in severe academic penalties. Disruptions in lecture and/or lab tests will not be tolerated. The penalty of academic dishonesty may include; but not limited to:

Losing the points of the assignment or test

Getting "F" as the final grade

Being reported to the Science Division

For more information, please go to the following address: <http://valenciacc.edu/policies> and then 6Hx28:10-16 Academic Dishonesty

2. If during a test, a student helps another student to find the answer of a question(s) in any way, students involved in plagiarism will not be allowed to take the test, and their grade will be F in that test.

XI. Disruptive behaviors

1. Disruptive behavior will not be tolerated. Examples of disruptive behavior are:
 - Using/answering cell phone (students are not allowed to use their cell phones, no cell phone on the table/desk)
 - Listening to music
 - Texting or surfing inappropriate web sites
 - Acting disrespectfully to your classmates or the professor during class session, anatomy open lab, office hour, library ...
 - Talking out of turn (without raising a hand to be acknowledged)
 - Making comments that are off-topic and demonstrate that you are not paying attention

Walking around the classroom unnecessarily, noisy entrance or exit from class
Failing to pay attention and follow directions, etc.

2. Generally, the professor will ask students with the disruptive behavior to leave the classroom, and students must leave the class immediately. This will be considered a half absence; furthermore the professor might change students' seats in future classes.
3. Students with any kind of disruptive behavior will receive a notification from professor in person or via email for the first time.
4. Repetitive disruptive behavior, after receiving the first warning, will result in the following consequences:
 - The professor will not accept the student in the class.
 - The student will be reported to the Dean of the Science Division who will report the student to the Dean of Student.
 - The student might be withdrawn from the course. Note that the tuition will not be re-paid to the student.
 - In case of accepting student back to the class, she/he must write a letter of apology to the professor and indicates that she/he will no longer continue the disruptive behavior.

XII. Grades

1. Grades on lab quizzes, lecture exams, class activities, and assignments are discussed only between the student earning them and the professor. Grades will not be discussed over the telephone.
2. Keep an accurate ongoing record of the total number of points as you earn them. The points that you earn in the exams, assignments, and activities are available online, in Canvas → Grades.

XIII. Policy Regarding Devices that Emit Audible Sound

1. Students are expected to turn off/silence their cell phones at the beginning of class and they are not allowed to use their cell phones in the class (No cell phone on the table at any time).
2. Beepers and/or cellular telephones that emit an audible sound are not allowed in lectures and labs.
3. If there is an emergency situation and a student needs to use cell phone or pager during class time, she/he must notify the professor in writing or in person prior to the class and use her/his device outside the classroom.
4. If any electronic device emits an audible sound during a lecture or lab test, student will be asked to turn off the device immediately, and if this happens again for the same student during a test, ten points will be deducted from her/his grade.

XIV. Students with Disability

Per Valencia policy, students with disabilities who qualify for academic accommodations must provide a letter from the Office for Students with Disabilities (OSD) at the beginning of the semester and discuss their specific needs with the professor.

XV. College Policies

1. College policy forbids children and/or pets from attending lectures and labs.
2. College policy forbids food and/or drinks in lecture rooms and laboratories.
3. Students are not allowed to take/eat/drink any food/beverage in the AP laboratories.
4. Students are expected to wear closed-toe shoes for all AP laboratories.
5. It is recommended that students wear lab coats for dissecting organs.
6. Students are expected to be familiar with all policies, rules, and regulations stated in the Valencia College Student Handbook.

XVI. Tape Recording, Video Taping

1. Tape recording is not allowed in this course (lecture and lab).
2. No video-taping of the professor's lecture/lab presentation.

XVII. Taking Pictures

1. During lab activities (using models of skeleton and torso, dissecting organs) students are allowed to take picture of the models **without** including other students or the professor in the picture.
2. During lecture, students are allowed to take picture of the provided information on the board during break time, **without** including the professor or other students.

XVIII. Withdrawal Deadline

The date for **withdrawal** to receive a grade of "**W**":

Friday, ...

The professor will not drop students from the course for any reason. Students are solely responsible for initiating the withdrawal process. Students are not permitted to withdraw after the withdrawal deadline. Please refer to the College Catalog for further information on the Valencia College Withdrawal policies.

****It is recommended before making any decision regarding withdrawing from the course, the student discusses her/his decision with the professor.**

VALENCIA STUDENT CORE COMPETENCIES

*** Valencia Community College Student Core Competencies that are developed, preferred, applied, and assessed this course:

THINK

Think clearly, critically, and creatively, analyze, synthesize, integrate and evaluate in many domains of human inquiry

VALUE

Make reasoned judgments and responsible commitments

ACT

Act purposefully, reflectively, and responsibly

COMMUNICATE

Communicate with different audiences using varied means

***Please see the College Catalog for a more-in-depth discussion of these Student Core Competencies

CLAST Competencies met to at least some extent in BSC 2093C:

1. Reading skills:
 - a. Recognize main ideas
 - b. Identify supporting details
 - c. Determine meanings of words
 - d. Draw inferences and conclusions
2. English Language Skills:
 - a. Use words which convey the meaning required by context in presentation and discussion of topics.
 - b. Avoid wordiness in essays.
 - c. Use standard spelling, punctuation, and capitalization in all assignments.
3. Mathematics Skills:
 - a. Recognize the meaning of exponents.
 - b. Identify equivalent forms of decimals, percents, and fractions.
 - c. Determine the order relation between magnitudes.
 - d. Calculate distance, area, and volume.
 - e. Add, subtract, multiply, and divide real numbers.
 - f. Use scientific notation.

** Valencia College is interested in making sure all 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.

COURSE SCHEDULE (TENTATIVE!!!) BSC 2093: ... 2022

Week	Lecture	Lab
1	Syllabus, Lecture: Ch. 1	Lecture Ch. 1 Skeletal system (Ch. 7)
2	Ch. 2, 3	Transport Across the Cell Membrane Skeletal system (Ch. 7)
3	Ch. 3, 4	Epithelial and connective tissues Skeletal system (Ch. 7)
4	Ch. 4, 5	Epithelial and connective tissues Skeletal system (Ch. 7, 8)
5	Ch. 5, 6	Skeletal system (Ch. 8)
6	Ch. 6, Ch. 18	Skeletal system (Ch. 8)
7	Ch. 9	Skeletal system (Ch. 8)
8	Ch. 10	Skeletal system (Ch. 8)
9	Ch. 10, 12	Muscular system (Ch. 11)
10	Ch. 12, 13	Muscular system (Ch. 11)
11	Ch. 13, 16	Muscular system (Ch. 11)
12	Ch. 14, Ch. 18	Cranial nerves (Ch. 14 cont.) Brain and spinal cord (Ch. 14, 13)
13	Ch. 14, 15	Sheep brain dissection Cranial nerves (Ch. 14 cont.)
14	Ch. 15, 18	Cow eye dissection
15	Ch. 17	Ch. 17
16	Final exam	

Schedule and available points may be changed at the discretion of the professor and information regarding changes will be announced in the class and Canvas.