

# Three Rivers Community College

574 New London Turnpike · Norwich · Connecticut · 06360

**Biology K211 Human Anatomy and Physiology I** **Fall 2012**

**CRN: 31188 4 credits (Class: 3 hours/week; Lab: 3 hours/week)**

**Lecture RM: D 212**

**Lab RM: A 219**

**Class Hours: Tuesday & Thursday 6:00 PM to 9:00 PM**

**Instructor: Dr. Peter J. Dukehart**

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**Phone: (860) 887-3358**

**Office Hours: Tuesday & Thursday 5:30 PM to 6:00 PM (Adjunct Office D wing)**

***Please use the student QVCC email account (myCommNet.edu) for all communication***

**Course Pre-requisites:** English 101 with successful completion of BIO K121 & CHEM K121 with a "C" grade or higher.

**Course Catalogue Description:** This course is a comprehensive study of the gross and microscopic anatomical structure and physiology of the human body pertaining to cells, tissues, membranes, organs, and the following systems: Integumentary, Skeletal, Articular, Muscular and Nervous including Special Senses. Anatomy and Physiology is a two semester course in order to receive knowledge of all body systems. Students must enroll in both BIO\* K211 and BIO\* K212 for transfer credits to other institutions. BIO\* K211 is offered in the fall semester only.

## **General Course Objectives**

1. Develop a vocabulary of appropriate terminology to effectively communicate information related to anatomy and physiology.
2. Students will understand some of the methods by which scientists and clinicians study humans, their diseases, and pathologies.
3. Recognize the anatomical structures and explain the physiological functions of body systems.
4. Recognize and explain the principle of homeostasis and the use of feedback loops to control physiological systems in the human body.
5. Use anatomical knowledge to predict physiological consequences, and use knowledge of function to predict the features of anatomical structures.

6. Recognize and explain the interrelationships within and between anatomical and physiological systems of the human body.
7. Demonstrate laboratory procedures used to examine anatomical structures and evaluate physiological functions of each organ system.

### **Required Textbooks & Materials**

1. *Fundamentals of Human Anatomy & Physiology* by Frederic H. Martini. 9<sup>th</sup> edition  
Benjamin-Cummings Publisher. 2011  
ISBN-10: 0321719794  
ISBN-13: 978-0321719799
2. *Pictorial Anatomy of the Cat Version* by Stephen G. Gilbert. University of Washington Press  
Publisher. 1968  
ISBN-10: 029595454X  
ISBN-13: 978-0295954547
3. Dissecting Kit; Non-Latex Disposable Gloves  
Lab Coat(Landau Model 1378) & Safety Goggles

### **Course Technology**

The format of the course will be lectures with power points based on the textbook, small group activities and discussions. You are encouraged to participate in all discussion and activities throughout the semester. Course materials, announcements, grades, assignments, etc. will be posted on the QVCC Blackboard Vista.

### **Course Teaching Strategies & Learning Experiences**

*The student is expected to work with instructor by:*

1. Attending and participating actively in class discussions and activities.
2. Reading, analyzing and synthesizing information found in the text and lab manual.  
Come to class prepared.
3. Complete the labeling and other exercises in lab manual as assigned.
4. Participating actively & safely in laboratory group learning activities, dissections, microscopic examination and physiological experiments.
5. Completing all writing and/or electronic assignments.
6. Completing four lecture tests based on material from the text book, readings and lectures.
7. Completing three lab practical exams based on lab exercises and involving hands-on identification with actual microscopic slides, models and dissection specimens.
8. Completing four lecture or lab quizzes based on previously taught course material.
9. Completing one comprehensive final exam.

*The student can expect from the instructor:*

1. Plan the course and alter that plan as needed. The instructor will take advantage of unforeseen events that capture our interest, and then juggle the class topics as necessary.
2. Give you feedback – both written and oral.
3. Bring my expertise into the classroom. This includes many years of formal study and professional clinical experience.
4. Be patient when you are struggling with ideas. The instructor will provide clarity when the struggle gets too strong.
5. You are encouraged to ask questions as we all learn from them. If the instructor does not know the answer, the question will be researched and an answer will be provided.
6. You will be treated with respect as adult learners.
7. Post and maintain office hours for students needing extra help.

## **Grading & Assessment**

Your grade for the course will be determined by  $\frac{1}{2}$  of the semester's average (quizzes & tests),  $\frac{1}{4}$  of the total lab grade,  $\frac{1}{4}$  of the final exam score will determine the final course grade.

EXAMPLE:

Semester Average (quizzes & tests)	-	$\frac{1}{2}$	(90)	=	45
Lab Grade	-	$\frac{1}{4}$	(92)	=	23
Final Exam Score	-	$\frac{1}{4}$	(96)	=	<u>24</u>
					<b>92</b>

The best seven quiz scores will be combined and divided by seven to determine the quiz average. The quiz average and the three unit test scores will be added together and divided by four to determine the semester's average. The lab grade will be determined by averaging the three lab test scores. The comprehensive final exam consists of two hundred questions (.05 points each) worth 100 points.

<b>A 94.50 and above</b>	<b>C 77.49 – 74.50</b>
<b>A- 94.49 – 90.00</b>	<b>C- 74.49 – 69.50</b>
<b>B+ 89.99 – 87.50</b>	<b>D+ 69.49 – 63.50</b>
<b>B 87.49 – 84.50</b>	<b>D 63.49 – 59.50</b>
<b>B- 84.49 – 79.50</b>	<b>F 59.49 – 00.00</b>
<b>C+ 79.49 – 77.50</b>	

**There will be 'no distribution curve' and 'no extra credit' used for assigning grades.**

Exams and quizzes are generally of the multiple choice, labeling, matching, and short answer variety. Bonus questions may be offered by instructor on individual lecture exams. Exam and quiz questions will be centered on the application of learned material.

## Assessment Policies

**Make-ups Exams & Quizzes: *Make-ups are discouraged.***

Lecture and Lab Exams: If a student is absent for any exam, it is the student's responsibility to contact the instructor the day of the exam. Failure to contact the instructor the day of the exam will result in an assigned grade of zero (0). Quizzes cannot be made up for any reason. If the instructor is contacted promptly and mitigating circumstances beyond the control of the student (i.e. illness, death in the family, or change in your employment condition) is acceptable, a make-up exam during the week of final exams will be scheduled. Please be advised that the lecture or lab exam will be different than the one given the assigned day of the exam. If two unit tests are missed during the semester and/or if the final exam is missed, the student will receive an "F" grade if he or she is failing other parts of the course or an "I" if the student is passing all other parts of the course.

THERE IS NO EXTRA CREDIT.

It is imperative that you keep up with the material and reading assignments on a daily basis.

IF YOU ARE HAVING DIFFICULTY WITH ANY PHASE OF THIS COURSE, PLEASE COME AND SEE ME BEFORE YOU GET BURIED IN BAD GRADES.

## Class Schedule (tentative)

The tentative semester course schedule for both lecture and lab along with the test dates and lab activities will be distributed to you under separate cover. Please keep this in a place where you can review it on a weekly basis. You will be informed of any necessary changes to the schedule as the semester progresses.

## Dates To Remember

September 3, 2012	Labor Day	College closed
November 12, 2012	Veteran's Day	College open; Classes Not In Session
November 22-25, 2012	Thanksgiving Recess	College closed
<b>December 18<sup>th</sup>, 2012</b>	<b>Final Exam</b>	

## Class Policies & Regulations

The classroom is a special environment in which students and faculty come together to promote learning and growth. Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is

rude, disruptive, intimidating, or demeaning. The instructor has primary responsibility for and control over classroom behavior and maintenance of academic integrity. Student conduct which disrupts the learning process shall not be tolerated and may lead to disciplinary action and/or removal from class.

### ***Attendance***

Attendance of all class activities in lecture and lab is required. Absences are counted from the first class meeting. More than four consecutive or more than six accumulative absences could result in the student receiving a "F" grade in this course. An explanation of the cause of all absences should be given to the instructor. Students are expected to be on time. Class starts promptly at 6:00 p.m. Students are responsible for all work missed, (including lecture material, handouts, and laboratory exercises) regardless of the reason for the absence.

### ***Class Participation***

Class participation is an important element of the course. The quality of participation, which is a reflection of careful reading of the assigned material, is extremely important. It is also important to build on each other's comments, which means attentive listening. Class participation will be judged on the basis of quality and consistency of effort on a daily basis. Please be advised that attendance is not participation.

### ***Assignments***

During the course of the semester, students will be given assignments that deal with the presentation, manipulation and interpretation of biological data. These assignments will be completed outside class time. Completion and submission of assignments by due dates is mandatory. Late assignments will result in receiving one letter grade lower for the assignment. Prepare for each lecture by reading in the text (the biggest most expensive book), and reviewing your notes every day.

### ***Academic Integrity Classroom Misconduct***

The instructor has primary responsibility for control over the classroom and/or laboratory behavior and maintenance of academic integrity. The instructor can request the temporary removal or exclusion from the classroom or laboratory of any student engaged in conduct that violated the general rules and regulations of the institution or any student engaged in conduct deemed hazardous in the laboratory. Extended or permanent exclusion from the lecture or laboratory activities or further disciplinary action can only be effected through appropriate procedures of the institution.

Academic integrity is expected of all students. Cheating, plagiarism or any other form of academic dishonesty are violations of academic integrity and therefore is strictly prohibited. Students guilty of academic dishonesty directly or indirectly will receive a zero for the exercise or quiz or test and may receive an "F" grade for the course in addition to other possible disciplinary sanctions which may be imposed through the regular institutional procedures. Any student that believes that he or she has been erroneously accused may appeal the case through the appropriated institutional procedure if their grade was affected. The official college policy on academic integrity & misconduct can be reviewed in the college catalogue.

### **Cell Phones & Pagers**

Turn off or put on vibrate all Cell Phones & Pagers in Lecture & Lab Classes. If you don't know how to turn off your phone or pager, leave it in your car. Under no circumstances are phones to be answered in class or lab. Absolutely no cell phones or other electronic devices are allowed during quizzes or examinations.

### **Course Incomplete**

A temporary grade assigned by the faculty member when course work is missing and the student agrees to complete the requirements. The student and instructor both must sign a contract to permit an "incomplete" grade. The contract will denote what must be completed to resolve the "I" grade. The "I" must be resolved by the end of the 10th week of the next academic semester (except summer) or it automatically converts to an "F".

### **Course Withdrawal**

Course withdrawal may be initiated by the student during the first 14 weeks of the semester. To do so, the student must present the proper form and return it to the Registrar's Office. Verbal withdrawals are not acceptable unless done at the Registrar's Office. All withdrawals must occur on or before December 10th, 2012. Please consult the college catalogue for further details and instructions.

### **Audit**

Please consult the college catalogue for further details.

### **Weather Closings**

Announcements concerning college closings due to inclement weather will be made via: TRCC Web Site ([www.trcc.commnet.edu](http://www.trcc.commnet.edu)) as well as various TV news and radio outlets. Please consult the college website or college catalogue for further information.

### **Services for Students with Disabilities**

Under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, a post-secondary student with a disability who is in need of academic accommodations or auxiliary aids is required to notify the college of the nature of the disability and to provide appropriate documentation which supports the request for reasonable accommodations or auxiliary aids. Please consult your TRCC College Catalogue for further details. Students with disabilities are encouraged to contact and register with Chris Scarborough, Learning Specialist, at 823-2985.

### **Disclaimer**

This syllabus is a representation of the course content, organization and evaluation processes. The faculty teaching this course reserves the right to reasonably alter the sequence of activities, evaluation and assignment dates, and assignment methods or styles. Every effort will be made to inform the class members in advance of such changes. Students are responsible for following the syllabus and any changes instituted by the faculty.