

Spring 2020

# Biol 2401: **Human Anatomy & Physiology I**

Ms. Letitia Simpson  
Sections: 001, 004, 009



SOUTH PLAINS COLLEGE

# Human Anatomy & Physiology I

Biology 2401  
Spring 2020

**Professor:** Ms. Letitia Simpson  
**Office:** S-120  
**Phone:** 716-2155  
**Email:** lsimpson@southplainscollege.edu

**Office Hours:\***

M/W: 3:30 – 4:30 P.M.

T: 10 – 11 A.M.; 2:30 – 3:30 P.M.

R: 10 – 11 A.M.

F: 9 A.M. - 12 P.M.

\*I am on campus more than this looks like!\*

\*Please email/call for an appointment\*

**Purpose:** To provide a general understanding of human anatomy and physiology for those students in the allied health fields and to meet requirements for an Associate of Arts Degree or Associate in Science Degree.

**Objectives:**

1. To help the students acquire knowledge of normal development, structures, and functions of the human body.
2. To provide a foundation for the undergraduate college and university student.
3. To provide a foundation for understanding deviations from the normal in physiological function.

**Required for Class:**

1. **Textbook:** Marieb, E.N. and Hoehn, K. (2018). *Human Anatomy and Physiology*. (11<sup>th</sup> ed.) Pearson.
2. **Atlas:** Hutchinson, M., et al. (2007). *A Brief Atlas of the Human Body*. (2<sup>nd</sup> ed.) Pearson Benjamin Cummings.
3. **10 Scantrons:** Red and white; 100 questions on ONE side; DataLink 3000 #29240-RR.

**Lecture & Lab Materials:**

You will need to obtain many class materials from **Blackboard**.

**\*\* Please pay attention to announcements made in class telling you what to print from Blackboard to bring to class. \*\***

The **Lecture and Lab Schedule** (page 4 of this syllabus) tells you some important information, including all **test dates** for the semester.

*It is your responsibility to have the materials that you need each class day.*

## Attendance Policy:

Students are expected to attend EVERY class and EVERY lab.

*I allow you 4 absences during the semester.*

Please do not go over 4 absences or you will not be able to do the “**GRADE BOOST OPP**” (opportunity) at the end of the semester.

In order to be completely fair with everyone, there are certain reasons for missing class that will ALWAYS count as an absence.

*Please see the **Attendance Policy** on our **Blackboard** page for important details about absences.*

General SPC Policy:

*A student may be administratively dropped after **3 unexcused absences**.*

If the student is administratively dropped (by the instructor) a grade of “X” or “F” will be assigned to the student.

*Two tardies are equal to one absence.*

*Again, see our Blackboard page for complete details on the SPC attendance policy.*

**If you stop coming to class and do not drop yourself from the class, you will receive an “F.”**

Please do not assume your professor will drop you if you stop attending class. It is your responsibility to drop yourself from a course.

Drop forms are available from the SPC webpage. Then you must 1) have your professor sign the form and 2) take it to the Admissions & Records Office (Student Services Building).

***IMPORTANT: I have signed drop forms for you posted on my office door (S120) in a large red envelope.***

## Testing/Grading:

There will be 6 lecture exams which will comprise 75% of the total grade.

Three lab exams (lab practicals) will comprise the remaining 25% of the grade.

*Lecture exams are mostly multiple-choice but may also include short answer.*

**Lab practicals are always fill-in-the-blank.**

A= 90-100; B= 80-89; C=70-79; D=60-69; F=0-59

To calculate your class average, use the following equation:

Lecture Exam Average (0.75) + Lab Practical Average (0.25)= Class Average

# BIOL 2401: Lecture & Lab Schedule

## In Blackboard:

See the **Lecture Materials Folder** to print the Lecture Notes listed below.

See the **Labs Folder** to print the Labs listed below. (Make sure the file has "Handout" in its name).

You are not required to print the **Lab Tutorials** (which are PowerPoints) for class. However, many students find them very helpful to have during lab, used either as a paper copy or on a tablet/laptop.

## LECTURE NOTE TOPICS & EXAMS:

### LECTURE NOTES:

HISTOLOGY  
INTEGUMENT  
SKELETAL SYSTEM  
MUSCULAR SYSTEM  
NERVOUS SYSTEM I  
NERVOUS SYSTEM II

### LECTURE EXAM DATES:

HISTOLOGY EXAM----- JAN. 27/28  
INTEGUMENT EXAM----- FEB. 17/18  
SKELETAL SYS. EXAM----- MAR. 4/5  
MUSCULAR SYS. EXAM----- MAR. 30/31  
NERVOUS SYS. I EXAM----- APR. 15/16  
NERVOUS SYS. II EXAM----- APR. 29/30

*Lecture exams will be primarily multiple choice and matching questions (but may also include True/False and short answer).*

## LAB TOPICS & EXAMS:

### LABS:

HISTOLOGY (Lab 1)  
BODY TERMINOLOGY (Lab 2)  
The SKULL (Lab 3)  
The SKELETON (Labs 4, 5, 6)  
SKELETAL MUSCLES (Labs 7, 8, 9)  
BRAIN & CRANIAL NERVES (Lab 10)

### LAB EXAM (PRACTICAL) DATES:

LAB PRACTICAL #1: (Labs 1, 2, 3)----- FEB. 10/11  
LAB PRACTICAL #2: (Labs 4, 5, 6)----- MAR. 11/12  
LAB PRACTICAL #3: (Labs 7, 8, 9, 10)-- SEE BELOW!

\* LAB PRACTICAL #3 DAYS/TIMES: (Labs 7-10)

M/W 9:30 AM Class: Monday, MAY 4, 10:15 AM to 12:15 PM

M/W 1 PM Class: Monday, MAY 4, 1 PM to 3 PM

T/R 11 AM Class: Tuesday, MAY 5, 10:15 AM to 12:15 PM

*Lab exams (lab practicals) will be primarily fill-in-the-blank questions.*

*These questions are usually from bones & models but may also be from images/photos.*

## HELPFUL HINTS:

Learning to study effectively and study regularly is key in this class. I can offer you tips and ideas on how to study better if you'd like.

**It is also extremely important to study any reviews** found on Blackboard. Lecture exam reviews and lab tutorials (PowerPoints) are there to help you with the material & are extremely important to study!

With lecture exams, start using the review as soon as we begin the lecture notes, and be sure to study it at least 3 times. You should memorize the review *along with* the lecture notes to get the most benefit from it (instead of looking at it the night before the test).

### **\*\*\* MISSED EXAM POLICY \*\*\*:**

#### **\* MISSED LECTURE EXAMS CAN ONLY BE MADE UP BY:**

- 1) Taking a **comprehensive final** at the end of the semester OR
- 2) Taking the lecture exam with another class period.  
*You may only do this for ONE lecture exam.*

\* The comprehensive lecture final covers all lecture exam materials for the semester. This can ONLY replace ONE missed lecture exam (but cannot replace a missed lab practical). The second missed lecture exam will be a ZERO.

#### **\* MISSED LAB PRACTICALS CANNOT BE MADE UP.**

- 1) A missed lab practical is automatically a ZERO, which will lower your average by at least one letter grade. I also reserve the right to drop you from class if you miss a lab practical.
- 2) **The only exception to this rule is—**  
If you know you will miss a lab practical, you **MUST** contact me **IN ADVANCE** and *you must take the exam with another class period.*

For example, if you miss the M/W 9:30 A.M. practical, you must make it up with the M/W 1:00 P.M. class.

*You may only do this for ONE lab practical.*

Students who abuse this policy will be subject to having 10 points taken off of the said lab exam.

Taking the lab practical with another class WILL count as an absence.

## **ADDITIONAL STATEMENTS:**

### **Academic Integrity:**

Students who are caught cheating (see full definition of cheating in the SPC Catalog under Academic Integrity) will receive a grade of zero for the exam, and may be dropped from the course with an F, or face possible suspension from SPC.

### **Student Code of Conduct Policy:**

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, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

### **Disability Statement:**

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

### **Title IX Pregnancy Accommodations Statement:**

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health and Wellness at 806-716-2362 or email [cgilster@southplainscollege.edu](mailto:cgilster@southplainscollege.edu) for assistance.

### **Diversity Statement:**

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

**Nondiscrimination Policy:**

South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

**Campus Concealed Carry:**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.php> Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

**SPC Bookstore Price Match Guarantee Policy:**

If you find a lower price on a textbook, the South Plains College bookstore will match that price. The difference will be given to the student on a bookstore gift certificate! The gift certificate can be spent on anything in the store.

If students have already purchased textbooks and then find a better price later, the South Plains College bookstore will price match through the first week of the semester. The student must have a copy of the receipt and the book has to be in stock at the competition at the time of the price match.

The South Plains College bookstore will happily price match BN.com & books on Amazon noted as *ships from and sold by Amazon.com*. Online marketplaces such as *Other Sellers* on Amazon, Amazon's Warehouse Deals, *fulfilled by Amazon*, BN.com Marketplace, and peer-to-peer pricing are not eligible. They will price match the exact textbook, in the same edition and format, including all accompanying materials, like workbooks and CDs.

A textbook is only eligible for price match if it is in stock on a competitor's website at time of the price match request. Additional membership discounts and offers cannot be applied to the student's refund.

Price matching is only available on in-store purchases. Digital books, access codes sold via publisher sites, rentals and special orders are not eligible. Only one price match per title per customer is allowed.

**Disclaimer:**

I reserve the right to modify the information, schedules, assignments, deadlines, and policies in this syllabus if and when necessary. Whenever possible I will announce such changes in a timely manner during regularly scheduled lecture or lab periods.