

BI 231: HUMAN ANATOMY & PHYSIOLOGY (CRN 26077; 27598)– FALL, 2020

INSTRUCTOR: Andrea Waite, Ph.D.
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LECTURE: Online video
LAB (CRN 26077): Thurs 4:30 – 6:20PM (WOH 216)
LAB (CRN 27598): Thurs 7:00 - 8:50PM (WOH 216)
OFFICE HOURS: Online Mon, Wed 4:30-5:00PM

COURSE DESCRIPTION

Human Anatomy and Physiology: BI 231 is part of a three-term sequence: BI 231, 232, and 233, intended for those desiring to enter the health profession. This course has a prerequisite of BI 112 **AND** MTH 065. BI 231 is an introduction to the structure and function of the human body. In this term we will study some basic chemistry, cells and tissues, as well as the muscular and skeletal systems. The body is very complex and everything is interrelated. We will break down processes into separate topics but it is important to keep the interrelationships in mind: communication between cells and organs, control systems, and homeostasis.

Course activities include lecture, laboratory work, discussions, homework, in-class activities, and exams. After successful completion of BI 231 with a “C” or better, you should be able to:

1. Demonstrate knowledge of the cell, tissues, skin, the skeletal system and muscles and should be able to relate their structures to their functions.
2. Use appropriate terminology to effectively communicate information related to anatomy and physiology.
3. Recognize the interrelationships between and within physiological systems.
4. Recognize the principles of homeostasis in a physiological system.
5. Evaluate case-based scenarios effectively using knowledge of anatomy and physiology.

REQUIRED MATERIALS

Lebsack's, BI 231 Study Guide: Human Anatomy & Physiology (*Required*)
Anatomy & Physiology Custom Lab Manual for LBCC (Optional)
Direct digital access to textbook included in tuition

GRADING

Your grade will be determined by your performance in several categories. The contribution of each category toward the final grade is shown below. This distribution is approximate, and, as with the course schedule, subject to change.

POINT DISTRIBUTION

6 Lecture Quizzes	=	60 pts
2 Midterms	=	90 pts
3 Lab Quizzes	=	60 pts
1 Final Exam	=	100 pts
Prelab and Homework assignments	=	60 pts
Lab activities	=	<u>20 pts</u>
Total		390 pts

LETTER GRADE/PERCENTAGE

Course grade will be based on the following scale, no negotiation or exceptions:		
90 - 100%	=	A
80 - 89 %	=	B
70 - 79%	=	C
60 - 69 %	=	D
< 60%	=	F

CLASS ATTENDANCE/MAKE-UPS

This course is being delivered in a hybrid model. All lecture material and exams are available on Moodle. Lab attendance is a required part of the course (see description below.) Course assignments, quizzes, and exams give you a chance to review and to be challenged by the material you have learned. They help you evaluate how you are doing in the course. During the term there will be six lecture quizzes, two midterm exams, three lab quizzes, a variety of homework and lab assignments, and a comprehensive final exam. **All assignments are due on the date and time specified on Moodle and will not be accepted late. Lab assignments are due at the end of lab, and late work will not be accepted.**

QUIZZES AND EXAMS

Lecture quizzes and midterms will consist entirely of multiple choice questions. Some questions will test your memory of structures and functions while others will require an application of your knowledge to unique situations and problems. If you are unable to take a quiz or midterm during the scheduled window of time due to a documentable reason, it may be possible to schedule a make-up exam at my discretion, **provided that you have contacted me prior to the exam or quiz. Students who do not contact me prior to an exam or quiz will not be permitted to take a make-up. This opportunity will only be available once per term.** Communication is the key to making certain you have a good opportunity for completing all quizzes and exams.

LEARNING OBJECTIVES

The “Learning Objectives,” located at the beginning of each section in the Study Guide, point out major facts and concepts that you should use to direct your studies. It is important to realize that this course is much more than learning a series of related facts and concepts. You will need to *apply* your knowledge. This may require you to develop new learning skills and strategies and part of the class goal is to facilitate the development of these skills.

LABORATORY

Laboratory attendance is an important aspect of this course and is *essential* for a good grade. It is expected that you will review the assigned lecture material for the week before you attend your lab section on Thursday. Material presented in lab will both complement lecture material and represent a portion of each future exam. **You must attend and complete at least 7 of the 9 labs to pass the class. (Please note that if you leave early from the lab without being excused by the instructor, it will count as a missed lab.)** On occasion, assignments will be due at the end of the lab period. If you are absent from lab, it will be your responsibility to learn the material presented during that lab period, but you will be unable to make up the lab activity or quiz (this is department policy). If you must miss lab due to COVID-related self-isolation, please contact the instructor as soon as possible to arrange alternate assignments. This is the only scenario in which a student may not be physically present in lab and may still receive a passing grade.

FACE COVERINGS ARE REQUIRED TO BE WORN BY ALL STUDENTS, STAFF, AND FACULTY AT ALL TIMES WHILE ON CAMPUS AND IN THE CLASSROOM. I cannot make individual exceptions for any reason. If you do not comply with this college requirement, you will be asked to leave the classroom. Due to the face covering requirement (and best practice), eating and drinking are not allowed in lab.

MOODLE & MASTERING A&P

Moodle will be used extensively and is essential for success in this course. Links to the lecture videos, lecture notes, study materials, assignments, and exams will only be available on Moodle. As such, it is the responsibility of the student to establish Moodle access and update the contact information so that all communication is received. It is recommended that you check your student email and the Moodle site **daily, Monday - Friday**. Mastering A&P is an online learning platform, the cost of which is included in your tuition for this course. You may choose to opt out of this feature and will receive a small tuition refund; however, you will not have access to materials that we use for labs and assignments, and will also lose access to the textbook. It is highly recommended that you retain access to these materials.

STUDY SUGGESTIONS

There are many study strategies that can help you be successful in this class. These include the following:

- **Quiz yourself** on class concepts before you review your notes. Use the study guides to identify important concepts.
- **Review class notes** each day so you can gauge your understanding and ask questions on material you do not understand. Consider rewriting the information using your own words.
- **Read your textbook** when there are areas that we have covered in class that are unclear to you.
- **Turn assigned work in on time.**

It is very important that you keep up with the material and not get behind. Most students find it helpful to participate in a **study group** that meets for an hour or two once or twice per week to review material. Use the study group to check your knowledge, quiz each other, ask about points you don't understand and to help each other learn difficult material. It is important for you to identify areas that are unclear and material you don't understand *before* a quiz or exam.

Keeping up with your reading and participating in a study group pays off in the long run because you will not have to “cram” for exams. More importantly, studying regularly helps you learn better. You will find that every topic is connected to those that precede and follow it. If you study and understand each topic as you go, you will have a firmer foundation for learning what comes next.

STUDENT BEHAVIOR

Although collaboration is important in learning, ultimately each student is responsible for demonstrating individual ability. **Cheating on exams and copying homework/activities will result in a zero for that activity and may result in further disciplinary action.** Exam results may be reviewed with the instructor upon request, but no documentation of specific exam questions is allowed. Copying exam questions, taking pictures of exams or other forms of documentation are strictly prohibited *at all times* & any student engaging in such activities may face further disciplinary consequences. **Plagiarism** is also cheating and includes turning in someone else's work as if it were your own, using sources (another person's ideas, words, or facts) without giving credit to them, not listing sources at the end of a paper or copying a paper off the Internet, etc. Further details about LBCC's policy on cheating may be found in the Administrative Rule:

7030-02, Academic Integrity. The basis for determining behavior and expectations in this class is outlined in the LBCC Student Handbook.

Here are a few other student behavior policies:

- **Cell phones:** As a courtesy to your fellow students and instructor, **please turn off all mobile device notifications** during class (don't just turn it to vibrate). **You may not talk on, text message, or otherwise use your cell phone in class, except to access course materials in lab.** Otherwise, it must be put away while class is in session. Anyone who answers or uses a phone in class will be considered to be creating a disturbance and treated accordingly, you may be asked to leave. Anyone who needs to have a phone on for emergency purposes must clear it with me prior to class.
- **Computers:** Personal computers will only be permitted for purposes of notetaking and accessing course materials in lab. Devices being used for any activity unrelated to the course topic for that day will not be tolerated. Students engaging in e-mail, internet surfing/shopping, Facebook, Facetime, Call of Duty (yes, this has happened in my class before) etc. will be immediately required to put the device away.
- **Late policy:** Lab is a required part of the course. Students must arrive no more than 10 minutes late in order to receive credit for attending and completing the lab. If you know you are going to be late, please notify the instructor in advance to make accommodations (which will be made at the instructor's discretion).

LEARNING ENVIRONMENT

I value the learning experience of every student in my classroom. I ask that we do not tolerate any disrespectful behavior towards anyone else in the classroom. If you have a problem or witness anything in class, please let me know. Maintaining a respectful and peaceful classroom atmosphere is an important component to facilitating your success as students.

The LBCC community is enriched by diversity. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill. I actively support this right regardless of race, creed, color, personal opinion, gender, sexual orientation, or any of the countless other ways in which we are diverse. Linn-Benton Community College is an equal opportunity educator and employer.

COLLEGE POLICIES

LBCC EMAIL AND COURSE COMMUNICATIONS

You are responsible for all communications sent via Moodle and to your LBCC email account. You are required to use your LBCC provided email account for all email communications at the College. You may access your LBCC student email account through Student Email and your Moodle account through Moodle.

DISABILITY AND ACCESS STATEMENT

Students who may need accommodations due to documented disabilities, who have medical information which the instructor should know, or who need special arrangements in an emergency should speak with their instructor during the first week of class. If you believe you may need accommodations but are not yet registered with the Center for Accessibility Resources (CFAR), please visit the [CFAR Website](#) for steps on how to apply for services or call 541-917-4789.

STATEMENT OF INCLUSION

To promote academic excellence and learning environments that encourage multiple perspectives and the free exchange of ideas, all courses at LBCC will provide students the opportunity to interact with values, opinions, and/or beliefs different than their own in safe, positive and nurturing learning environments. LBCC is committed to producing culturally literate individuals capable of interacting, collaborating and problem-solving in an ever-changing community and diverse workforce.

TITLE IX REPORTING POLICY

If you or another student are the victim of any form of sexual misconduct (including dating/domestic violence, stalking, sexual harassment), or any form of gender discrimination, LBCC can assist you. You can [report](#) a violation of our sexual misconduct policy directly to our Title IX Coordinator. You may also report the issue to a faculty member, who is required to notify the Coordinator, or you may make an appointment to speak confidentially to our Advising and Career Center by calling 541-917-4780.

PUBLIC SAFETY/CAMPUS SECURITY/EMERGENCY RESOURCES

In an emergency, call 911. Also, call LBCC Campus Security/Public Safety at [541-926-6855](#) and [541-917-4440](#). From any LBCC phone, you may alternatively dial extension 411 or 4440. LBCC has a [public safety app](#) available for free. We encourage people to download it to their cell phones. Public Safety also is the home for LBCC's Lost & Found. They provide escorts for safety when needed. Visit them to learn more.

CHANGES TO THE SYLLABUS

I reserve the right to change the contents of this syllabus due to unforeseen circumstances. **Particularly, students should be prepared for the course to move entirely online with or without notice.** This would necessitate changes to the course that cannot be specifically anticipated or outlined in this syllabus, but will be communicated by LBCC-email or Moodle message.

Tentative Lecture & Laboratory Schedule, Fall 2020

Week	Lecture Topics and Assessment Schedule	Lab Topic (Thursdays, WOH 216)
1 9/28/20 - 10/4/20	Lecture 1: Introduction and Basic Concepts Lecture 2: Biological Molecules	Basic Skills
2 10/5/20 - 10/11/20	QUIZ 1 - 15 minutes Available on Moodle Monday, 10/5/20 Between 7:00AM and 9:00PM	Enzymes
	Lecture 2: Biological Molecules (continued)	
3 10/12/20 - 10/18/20	QUIZ 2 - 15 minutes Available on Moodle Monday, 10/12/20 Between 7:00AM and 9:00PM	Cells
	Lecture 3: The Cell Lecture 4: The Cell Cycle and Cancer	
4 10/19/20 - 10/25/20	QUIZ 3 - 15 minutes Available on Moodle Monday, 10/17/20 Between 7:00AM and 9:00PM	Osmosis & Membrane Permeability
	Lecture 5: Membrane Transport and Osmosis Lecture 6: Tissues	
5 10/26/20 - 11/1/20	MIDTERM 1 - 55 minutes Available on Moodle Monday, 10/26/20 Between 7:00AM and 9:00PM	Tissues
	Lecture 6: Tissues (continued)	
6 11/2/20 - 11/8/20	QUIZ 4 - 15 minutes Available on Moodle Monday, 11/2/20 Between 7:00AM and 9:00PM	Lab Quiz #1 - Tissues (in person)
	Lecture 7: Integumentary System Lecture 8: Skeletal System	Skeletal System 1
7 11/9/20 - 11/15/20	QUIZ 5 - 15 minutes Available on Moodle Monday, 11/9/20 Between 7:00AM and 9:00PM	Skeletal System 2
	Lecture 8: Skeletal System (continued)	
8 11/16/20 - 11/22/20	QUIZ 6 - 15 minutes Available on Moodle Monday, 11/16/20 Between 7:00AM and 9:00PM	Lab Quiz #2 – Bones (in-person)
	Lecture 9: Joints Lecture 10: Muscular System	Muscular System
9 11/23/20 - 11/29/20	MIDTERM 2 - 55 minutes Available on Moodle Monday, 11/23/20 Between 7:00AM and 9:00PM	THANKSGIVING HOLIDAY NO LAB
	Lecture 10: Muscular System (continued)	
10 11/30/20 - 12/6/20	Review - no new lecture material this week	Lab Quiz #3 – Muscles (on Zoom) ONLINE ZOOM LAB Muscular System and Articulations

11
12/7/20

FINAL EXAM - 1 hour 50 minutes
Available on Moodle Monday, December 7
Between 7:00AM and 9:00PM