

# Anatomy and Physiology I Lecture - BSC 1085-5 Fall 2011

Florida Keys Community College  
Division of Arts and Sciences, Department of Biological Science

## I. Course Information

CRN: 10777

Course Prefix/Number/Course: BSC/1085-5/Anatomy and Physiology I Lecture

Credit Hours/Contact Hours: 3/45

Prerequisites for the course: C or better in BSC 1010 and BSC 1010L (or equivalent)

Co-requisites: BSC 1085L

## II. Course Method

This course is designed to be in person in traditional lecture style on Mondays from 09:00 – 12:15 during the fall semester of 2011 (August 22 – December 10, 2011) in room D-109 on the Key West Campus of FKCC.

## III. Instructor Information

**Instructor:** Dr. Bill Irwin

**Email:** [william.irwin@fkcc.edu](mailto:william.irwin@fkcc.edu)

**Office:** Key West Main Campus C-223

**Office Hours:** TBA

**Phone:** TBA

**IV. Description** A survey of the integumentary, skeletal, muscular, and nervous systems as well as the articulations of the skeletal system, basic biological chemistry, and the organization and function of the tissues of the human body.

## V. College-level Competencies

Florida Keys Community College graduates who complete the core curriculum possess the knowledge, skills and values associated with college-educated individuals. Our graduates demonstrate mastery of competencies integrated within the academic disciplines, such as the ability to effectively communicate, seek creative solutions to problems, exhibit cultural awareness, and command basic technological skills.

1. **Communication:** Comprehend and articulate effectively – written and oral communication
2. **Critical thinking:** Demonstrate mastery of problem-solving skills in the discipline
3. **Diversity:** Interpret and evaluate societal and ethical issues, problems and values
4. **Technology:** Utilize technology effectively

## VI. Course Calendar

1. The Course Calendar lists the learning activities and assessment measures that comprise this course on a weekly basis. These activities and assessments are directly related to learning outcomes that support the overall course objectives. There are a total of 400 points that can be achieved during this

15-week course. Students are able to gauge their performance according to this grading scale throughout the duration of the course. The “Student Assessment” column lists all of the assignments required by this course and their due dates. I strongly recommend you refer to it often.

2. Students are responsible for following the course calendar. Consult your calendar before you start a new chapter or section. (Note: Some sections may not be covered in the same order as in the text). If you ever have a question that begins with “When is \_\_\_”, the answer is probably already published in this Course Calendar. Looking here first will probably get you a quick answer to your question. Please note: ***The course schedule is subject to change to meet the needs of the course and its students. If you miss a class, it is your responsibility to contact me to find out what you may have missed.***

Competency	Module/Week	Learning Outcomes	Learning Activities	Student Assessments	Points
1,2,4	Module/Week 1 8/22	1. Understanding how to navigate this course  2. Basic Anatomy and Physiology terms and concepts	1. Orientation  2. Chapter 1: The Human Organism	1: R&C Quiz Chapter 1  <b>Due Date: 8/28</b>	5
1,2,4	Module/Week 2 8/29	1. General and organic chemistry as it relates to Biology	1. Chapter 2: The Chemical Basis of Life	1: R&C Quiz Chapter 2  <b>Due Date: 9/4</b>	5
<b>Note:</b>	<b>9/5</b>	<b>No Class</b>	<b>Labor Day</b>		
1,2,4	Module/Week 3 9/12	1. Cell form and function  2. Basic Genetics	1. Chapter 3: Cell Biology and Genetics	1: R&C Quiz Chapter 3  <b>Due Date: 9/18</b>	5
1,2,4	Module/Week 4 9/19	1. Overview of tissue types	1. Chapter 4: Histology: The Study of Tissues	1: R&C Quiz Chapter 4  <b>Due Date: 9/25</b>	5
1,2,4	Module/Week 5 9/26	1. Assessment of Chapters 1-4  2. Reinforcement of Topics in Chapters 1-4	1. <b>Exam #1</b>  2. Review and feedback session	1: Study Guide for Exam #1 (details given in class)  2: Exam #1  <b>Due Date for both: 9/26 in class</b>	10  100
1,2,4	Module/Week 6	1. Understanding the Integument	1. Chapter 5: Integumentary	1: R&C Quiz Chapter 5	5

	10/3		System	<b>Due Date: 10/9</b>	
1,2,4	<i>Module/Week 7</i> 10/10	1. Understanding bones and skeletal system organization and functions	1. Chapter 6: Skeletal System: Bones and Bone Tissue  2. Chapter 7: Skeletal System Gross Anatomy	1: R&C Quiz Chapter 6  2. R&C Quiz Chapter 7  <b>Due Date for both: 10/16</b>	5  5
1,2,4	<i>Module/Week 8</i> 10/17	1. Understanding joints	1. Chapter 8: Articulations and Movement	1: R&C Quiz Chapter 8  <b>Due Date: 10/23</b>	5
1,2,4	<i>Module/Week 9</i> 10/24	1. Understanding muscles and the muscular system	1. Chapter 9: Muscle System: Histology and Physiology  2. Chapter 10: Muscle System: Gross Anatomy	1: R&C Quiz Chapter 9  2. R&C Quiz Chapter 10  <b>Due Date for both: 10/30</b>	5  5
1,2,4	<i>Module/Week 10</i> 10/31	1. Assessment of Chapters 5-10  2. Reinforcement of Topics in Chapters 5-10	1. <b>Exam #2</b>  2. Review and feedback session	1: Study Guide for Exam #2 (details given in class)  2: Exam #2  <b>Due Date for both 10/31 in class:</b>	10  100
1,2,4	<i>Module/Week 11</i> 11/7  <b>Note: Last Day to withdraw with grade of W is 11/7</b>	1. Neurons and nervous tissue	1. Chapter 11: Functional Organization of Nervous Tissue	1: R&C Quiz Chapter 11  <b>Due Date: 11/13</b>	5
1,2,4	<i>Module/Week 12</i> 11/14	1. Spinal chord and nerves  2. Brain and cranial nerves	1. Chapter 12: Spinal Chord and Spinal Nerves  2. Brain and Cranial Nerves	1: R&C Quiz Chapter 12  2. R&C Quiz Chapter 13  <b>Due Date for both: 11/20</b>	5  5
1,2,4	<i>Module/Week 13</i>	1. Nervous	1. Chapter 14:	1: R&C Quiz	5

	11/21	system integration  2. Understanding the ANS	Integration of Nervous System Functions  2. Chapter 16: Autonomic Nervous System	Chapter 14  2. R&C Quiz Chapter 16  <b>Due Date for both: 11/27</b>	5
1,2,4	Module/Week 14  11/28	1. Special Senses	1. Chapter 15: The Special Senses	1: R&C Quiz Chapter 15  <b>Due Date: 12/4</b>	5
1,2,4	Module/Week 15  12/5	1. Assessment of Chapters 11-16  2. Reinforcement of Topics in Chapters 11-16	1. <b>Exam #3</b>  2. Review and feedback session	1: Exam #3  <b>Due Date in Class: 12/5</b>	100

## VII. Materials

Required Textbook: *Anatomy & Physiology*, 8th Edition , Seeley, Stephens and Tate, 2008.  
 Publisher: McGraw-Hill  
 ISBN-978-0-07-296557-5

**Students must register with the McGraw-Hill ARIS site associated with this textbook in order to complete the homework assignments. Information can be found on the back cover of the textbook. The section enrollment code is FC4-E3-D87.**

## VIII. Grading Scale (This is Standard Throughout the College)

The following grade scale will apply to this class:

- A: 90 % or above
- B: 80 - 90 %
- C: 70 - 80 %
- D: 60 - 70 %
- F: below 60 %

## IX. Grade Determination and Class Policies

### Points Per Assessment

Assessment	Points
Exam #1	100
Exam #2	100
Exam #3	100
16 Review and Comprehension Quizzes	80
2 Exam Study Guide Assignments	20
<b>Total:</b>	<b>400</b>

**E-mail Communication:** All class e-mail communications should be conducted using your FKCC student email address. The prime responsibility for timely communications rests with you - the student.

Important Note: If I have not responded to your email or voicemail message by the end of the second day after you left the message, you should assume that I did not receive it and leave another message.

## **Late Work**

1. Any assignment not submitted by the date and time specified in the Course Calendar is considered late, unless you have contacted me and I have approved an extension in advance.
2. Assignments will be accepted up to 7 days late and will be assessed a late penalty equal to 50% of the total point value of the assignment. The above policy does not apply to the final exam or any other assignment that may be due during the Final Exam period. No assignments due during the last week of classes will be accepted late to allow me to submit the course grades to the college on time.
3. If you miss a deadline due to an extenuating circumstance (such as a medical emergency), I expect you to contact me as soon as possible to discuss the situation. No exceptions will be made to the above policies unless you can provide adequate documentation of the situation and that you didn't wait until the "last minute" to complete the assignment.

## **Class Participation**

You are expected to be present in class and to be prepared adequately to discuss the material. Actively participating in discussions, asking questions and sharing knowledge and learning through study groups are the best ways to learn this material.

## **Withdrawal Policy**

1. Students may withdraw without academic penalty from any course by the established deadline published in the College's calendar. This will result in a grade of 'W' for the course and will not count against the student's GPA.
2. Students will be permitted a maximum of two withdrawals per course. Upon the third attempt, the student WILL NOT be permitted to withdraw in accordance with State of Florida regulations and will receive an earned grade for that course.
3. It is the responsibility of the student wishing to withdraw from the course to do so by the date published in the College Academic Calendar.
4. Students who abandon the course or do not withdraw themselves by the published deadline are subject to receiving a grade of F.
5. An instructor may withdraw a student from courses for excessive absences and/or non-attendance up to the 70% point in the semester.

## **Exams and Quizzes**

1. I recommend the following general process for studying each chapter:
  - a. Read each chapter once to become familiar with of its contents and terminology.
  - b. Read the chapter carefully, ensuring you understand each concept.
  - c. Attend class and ask questions about content that is still unclear.

- d. Re-read the chapter with an aim toward understanding rather than memorization.
  - e. Use the Chapter Summary to review and test your knowledge.
  - f. Do the Review and Comprehension Quiz. Assess your answers and review material as appropriate.
  - g. Use interactive websites and online resources whenever possible.
2. All exams are closed book and closed notes.
  3. The questions will be challenging and will primarily test your understanding of form and function. Concentrate on learning why structures are built the way they are and why they function the way they do. The answers to both questions, together, usually form a complete answer.
  4. Question types will generally be of multiple-choice.

### **Extra Credit Work**

Students seeking “extra credit” usually are concerned that they have not earned enough points to receive the grade for which they are striving. Attempting to complete additional assignments to earn points only diminishes the amount of time available for a student learn the material that has already been assigned. Take the time to assure that you will earn the credit that is available and you will not need to worry about additional credit. Although I do not generally provide additional point-earning questions or assignments, any additional points that may be available will require that the originally-available points have already been earned (thus the term “extra credit.”)

### **How Much Study Time You Should Expect To Devote To This Course**

1. Most educators recommend that students spend 2-3 hours outside of class studying and completing assignments for every hour spent in class. For a typical 3 credit hour class, this translates into a total of 6-9 hours every week per course. This same guideline applies to online courses. You should expect to spend a total of 6-9 hours each week studying and completing assignments for each course you take.
2. This is a guideline. Some classes will require more time and effort than this guideline and some will require less, and the time any individual student will need to spend will vary. You should expect the study time you will need in any class will be toward the high side of the guideline until at least after the first exam or quiz. Then you can compare the effort you expended with the results you earned and make any adjustments necessary.
3. This class covers a lot of material and there are some concepts that may be difficult to grasp. Experience has shown that students who are successful in this class generally have study time totals on the higher of the scale.
4. Few students do well in this course if they are spending fewer than 5 or 6 hours studying every week. If you do not have a strong background in this subject, your study time will almost certainly need to be on the higher end of the scale if you want to earn a good grade.

### **Academic Honesty & Plagiarism**

1. Students are expected to respect and uphold the standards of honesty in submitting written work to instructors. Though occurring in many forms, plagiarism in essence involves the presentation of another person’s work as if it were the work of the presenter. Any cheating or plagiarism will result in disciplinary action to be determined by the instructor based on the severity and nature of the offense. It is the student’s responsibility to review the College’s policy on Academic Honesty.

2. Collaboration and discussion is encouraged in all course aspects other than actually completing the assigned work (quizzes, exams, homework, projects, etc). Indeed, collaboration often leads to increased understanding of the material being covered. If you have questions about an assignment, I encourage you to speak up and ask questions about it.
3. Plagiarism is a form of fraud and will not be tolerated. You are expected to do your own work. Copying text or images from any source and claiming it as your own is considered plagiarism. Submitting copied text as most or all of your answer on a homework or project is also a form of dishonesty, even if you cite the source. I want to read YOUR words, not someone else's words. Using quoted text to support your answer will not usually be necessary in this class.
4. Violations in any form of academic dishonesty will result in a grade of zero for that assignment and may be reported to the College as appropriate. A second infraction will earn a failing grade for this class and will be reported to the College.

### **Attendance Policy**

1. Student attendance and participation in class may be recorded and monitored.
2. There will be at least one assignment that is due each week of the semester that this course meets.
3. An instructor may withdraw a student from courses for excessive absences and/or non-attendance up to the 70% point in the semester.

### **Delays in Getting the Textbook**

Having regular access to the textbook is a requirement for this class. Whenever possible students should have the text in hand before the first day of class each semester, but there will be times that students are unable to get the text until after the class begins. If you are in this situation, follow the guidelines below. These guidelines are intended to be general enough to apply to all classes you take, and they may not all apply to this class. Not having the text is not an acceptable excuse for performing poorly in this class.

1. The FKCC library has reserve copies of the textbook available for student use. These textbook copies cannot be removed from the library.
2. Look at the publisher's web site for the text. Most publisher text sites have student resources that can help you, and many of these are available even if you do not have the text. As a minimum, the web sites usually have a Table of Contents, which can also help you get an idea what topics we will cover.
3. Please let me know if you don't have the text by the end of the first week of class. I will not be sympathetic if you wait until after the first week of the semester to tell me you don't have the text.

### **Sources of Technical Assistance**

If you are having any technical difficulties (e.g., logging in, accessing the discussion board, etc.) please contact the Office of Distance Learning helpline at 305-809-3177 Monday—Friday 8:00AM to 4:00PM or email your question to [FKCC.helpdesk@online.fkcc.edu](mailto:FKCC.helpdesk@online.fkcc.edu).

### **Special Needs**

If you have any special needs or requirements pertaining to this course, please discuss them with the instructor early in the term. If you have special needs as addressed by the Americans with Disabilities Act (ADA) and need assistance, please notify the Office for Students with Disabilities at 305-809-3292

via email at: [karla.malsheimer@fkcc.edu](mailto:karla.malsheimer@fkcc.edu) or the course instructor immediately. Reasonable efforts will be made to accommodate your special needs.

## **Community Decorum**

A positive learning experience depends upon respect among all members of this classroom community. Disregard or disrespect for the process, the group or toward any individual will result in removal from the class and may result in you being dropped from the course. Respectful discourse in discussion and email areas is expected and anonymous posting will not be tolerated.

## **Sexual Predators**

Federal and State law requires a person designated as a “sexual predator or offender” to register with the Florida Department of Law Enforcement (FDLE). The FDLE then is required to notify the local law enforcement agency where the registrant resides, attends or is employed by an institution of higher learning. Information regarding sexual predators or offenders attending or employed by an institution of higher learning may be obtained from the local law enforcement agency with jurisdiction for the particular campus, by calling the FDLE hotline (1-888-FL-PREDATOR) or (1-888-357-7332), or by visiting the FDLE website at [www.fdle.state.fl.us/sexual\\_predators](http://www.fdle.state.fl.us/sexual_predators). If there are questions or concerns regarding personal safety, please contact the Campus Security Officer on your campus.

## **Copyright Notice**

The materials and content provided in this course is intended only for registered Florida Keys Community College students who have paid their tuition and fees to attend this course. Materials that are affected include, but are not limited to, text, still images, audio recordings, video recordings, simulations, animations, diagrams, charts, and graphs. Every effort has been made to insure these materials are not disseminated to anyone beyond those who have legally registered for this course. Download, revision, or distribution of course material with anyone other than registered classmates and the instructor is strictly prohibited.

## **Class Contract for BSC 1085-5 Fall 2011**

The Class Contract assignment is my method of ensuring you know what you should expect from me, and what I expect from you. By returning the Class Contract to me, you are acknowledging that you:

- a. Understand the policies detailed in this Syllabus.
- b. Understand the expectations and due dates listed in the Course Calendar and Assessment Measures.
- c. Understand that you will be held accountable to the standards published in this document.
- d. The Class Contract must be submitted to me in class on or before September 12, 2011.

By signing my name I acknowledge the above.

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_