

# BIOL 2651 Anatomy & Physiology I

## Syllabus Fall 2017

**Instructor:** Dr. Theresa J. Grove  
**Office:** BC 1099  
**Office hours:** Monday 10:00 – 11:00 a.m., Thursday 1:00 – 2:00 p.m., by appointment or stop by my office. *As an incentive to take advantage of my help (it can get lonely during office hours) you can earn 2 extra credit points if you see me to get clarification on a topic before the 1<sup>st</sup> exam.*

**Email:** tjgrove@valdosta.edu (I do not use Blazeview)

**Lecture (BC 1011):** Tuesday and Thursday 9:30 a.m. - 10:45 a.m.  
**Lab (BC 1203):** Section A: Monday 12:00 - 11:50 p.m.  
Section B: Monday 3:00 - 4:50 p.m.  
Section C: Tuesday 2:00 - 3:50 p.m.

**Prerequisites:** None

**Description:** This course is the first in a two part series. In BIOL 2651 we will introduce human anatomy and physiological principles with emphasis on the following: cell and tissue organization, plus skeletal, muscular, and nervous systems and special senses. In each system, we will cover the basic structure and function of the components of that system.

**Textbook:** G.J. Tortora and B.H. Derrickson, *Principles of Anatomy and Physiology*, 14th Ed.

**Lab:** You need to have access to lab materials at <http://blog.valdosta.edu/ap1/>. You may find it useful to bring hard copies of the pdfs AND have access to the images while in lab.

**Attendance:** Attendance in lecture and lab is required by all students. For lab, excused absences are given for university-related functions and medical emergencies; documentation must be provided. I determine whether or not an absence is “excused”. If you miss three labs ***for any reason*** you will earn an F for your final grade. You are responsible for all lab content even if you receive an excused absence. If you do miss a lab (excused or unexcused), I am more than happy to get out the necessary specimens for you to examine the following week.

**Academic conduct:** Cheating and plagiarism will not be tolerated and may result in a failing grade for the assignment, exam, or your final grade. The Department of Biology has a plagiarism policy on its website; it is the student’s responsibility to make sure they understand this policy.

**Privacy Act (FERPA):** The Family Educational Rights and Privacy Act (FERPA) prohibits the public posting of grades by social security number or in any manner personally identifiable to the individual student. No grades will be given over the telephone or over email.

**Access Statement:** Students with disabilities who are experiencing barriers in this course may contact the Access Office for assistance in determining and implementing reasonable accommodations. The Access Office is located in Farbar Hall. The phone numbers are 229-245-2498 (V), 229-375-5871 (VP) and 229-219-1348 (TTY). For more information, please visit VSU’s Access Office or email: [access@valdosta.edu](mailto:access@valdosta.edu).

**Title IX Statement:** Valdosta State University is committed to creating a diverse and inclusive work and learning environment free from discrimination and harassment and is dedicated to creating an environment where all campus community members feel valued, respected, and included. Valdosta State University prohibits discrimination on the basis of race, color, ethnicity, national origin, sex (including pregnancy status, sexual harassment and sexual violence), sexual orientation, gender identity, religion, age, national origin, disability, genetic information, or veteran status, in the University's programs and activities as required by applicable laws and regulations such as Title IX. The individual designated with responsibility for coordination of compliance efforts and receipt of inquiries concerning nondiscrimination policies is the University's Title IX Coordinator: Maggie Viverette, Director of the Office of Social Equity,

titleix@valdosta.edu, 1208 N. Patterson St., Valdosta State University, Valdosta, Georgia 31608, 229-333-5463.

**Concealed Guns on Campus:** If you choose to carry a concealed weapon you are responsible for knowing and following the law. Licensed individuals may carry a handgun if it is mostly covered, does not actively draw the attention of people and is "not prominently, openly and intentionally displayed". While concealed guns are allowed in lecture and lab classrooms, no guns are allowed in faculty, staff and administrative offices and in rooms where Move On When Ready (MOWR) high school students are enrolled (among other places). It is your (the gun-carrier's) responsibility to determine if high school students are enrolled in your classes, which you can find in Banner. Also, as students add/drop this course, the status of whether you can legally carry a firearm may change as the semester progresses. It is a misdemeanor to violate this law. If you have any questions concerning this new law, contact University Police (229-333-7861), the University Attorney (229-333-5351; West Hall 125), or the Registrar (229-333-5727, University Center, Entrance No. 5).

#### **Lecture and Lab "Rules"**

- Attendance is required.
- Arrive on time.
- Turn off cell phones during lecture and during exams; there is no reason you should be texting or calling someone. If you are expecting a phone call let me know ahead of time. **If cell phone usage in lectures is disruptive to me or to other students, I will ask students to leave.**
- Don't have conversations with your neighbor during lecture; if you don't understand something or didn't hear something ask. **If students are disruptive I will ask students to leave.**
- No eating or drinking during the lab. There are **NO** exceptions. If you come to lab with food or drink you will be asked to put it away or out in the hall.
- Students must take care of lab equipment (including microscopes). Notify the professor if something is not working properly or if something breaks during the course of the lab.
- Bring tissues with you to exams and use the restroom before coming to an exam. I do not allow students to leave the room during an exam

**Blazeview D2L:** Take advantage of the resources on Blazeview, which include the following:

- Lecture slides will be available by ~5:00p.m. the day before lecture (if not earlier). I will not email complete notes and slides to you, nor will I let you sit in my office to copy my notes if you miss a class.
- Handouts and homework from lecture will also be posted online. Some homework assignments will require that they be turned in through Blazeview or completed on Blazeview and will be clearly marked as such.

**Assignments:** Assignments may include take-home, in-class, or on-line assignments. Assignments will be worth variable points depending on the effort involved. In-class active learning activities are designed to increase participation, apply your knowledge, and introduce new concepts. In-class active learning activities will be worth 2-5 points for participating and 0 points if you miss the class. In-class assignments cannot be made up. On-line assignments will open and close automatically; no late assignment will be accepted once the item closes; you will be able to complete on-line lecture assignments even if you missed class. I will post take-home assignments on Blazeview, so if you miss a lecture you will still be able to complete the assignment; the due date will still be the same, unless you have contacted me, and I extend the deadline.

**Lecture and Lab Quizzes:** To help prepare you for the lecture exams and lab practicals short quizzes (10 pts) will be given in both lecture and lab. Lab quizzes will be given at the beginning of lab; lecture quizzes may be at the beginning, middle and/or end of a lecture. I will give approximately 15 lecture quizzes throughout the course and will count the highest 10. Because I only count your highest 10 lecture quiz grades, quizzes missed for any reason cannot be made up. No lab quiz grades will be dropped. If you arrive late you may have less time to complete the quiz or you may miss it entirely.

**Lecture Exams:** A total of 4 "regular" exams and 1 cumulative final exam will be given during the semester (a total of 5 exams), and each exam will be worth 100 points. The dates are included in the Tentative Schedule. Note, that these are TENTATIVE; therefore I reserve the right to adjust the dates (or content) of the exams. Any content from take-home and in-class assignments or lecture is fair game for

the exams. All exams, including the final, will be multiple choice. The final is optional and can replace the lowest “regular” exam grade. Generally, no make-up exams will be given for sickness, vacations, etc. and will be the exam dropped. Only students with a University-related excuse may take an exam early. **I will not change the final exam date so students can leave for winter break early.** During each exam all cell phones must be turned off. All bookbags, books, purses etc. must be placed in the front of the classroom; NO EXCEPTIONS. If you do not feel comfortable putting your purse, bag, books, etc. at the front of the room don't bring them with you to class. Hats and hoods cannot be worn during exams. All hands must remain above the desk at all times during exams.

**Lab Practicals:** Four lab practicals will be given throughout the semester. Anything that the student examined or studied in the lab is fair game for each lab practical. Lab practicals cannot be made up. If a lab practical is missed, you will receive a zero for that lab grade. More information about the lab practicals will be given in lab.

**Learning Tips:**

- See Study tips posted in Blazeview.

**Grade Scale:**

- A 90-100%
- B 80-89%
- C 70-79%
- D 60-69%
- F < 60

**Final Grade:** Your final grade will be based on both lecture and lab components. I do not post grades in Blazeview. You should keep track of your grades so you will be able to calculate your own grade, and you can also come to my office hours to ask. Your final grade will be based on: lecture exams (55%), lab practicals (35%), quizzes and homework (10%). Below is an example grade calculation:

Example grade calculation:

(Note: in this example, Exam 5 replaced the lowest grade, Exam 4)

$$\frac{(Exam1 + Exam 2 + Exam 3 + \del{Exam 4} + Exam 5)}{4} \times 0.55 = \text{Lecture component}$$

$$\frac{(Lab1 + Lab 2 + Lab 3 + Lab 4)}{4} \times 0.35 = \text{Lab component}$$

$$\frac{\text{Points earned}}{\text{Total points}} \div 0.1 = \text{Assignment and Quiz component}$$

**Lecture + Lab + Assignments and Quizzes = Final Grade (this is out of 100)**

## **Fall 2017 (very) TENTATIVE SCHEDULE**

### August

- 15 Introduction to the class and Introduction to the Human Body (Chapter 1)
- 17 Chapter 1 (cont'd) and Chemical Level of Organization (Chapter 2)
- 22 Chapter 2 (cont'd) and Cellular Level of Organization (Chapter 3)
- 24 *No Class: At home assignment*
- 29 Chapter 3 (cont'd) and Tissue Level of Organization (Chapter 4)
- 31 Chapter 4 (cont'd)

### September

- 5 Integumentary System (Chapter 5)
- 7 Catchup and Review
- 12 **EXAM 1**
- 14 Bone Tissue (Chapter 6)
- 19 Skeletal System: The Axial Skeleton (Chapter 7)
- 21 Skeletal System: The Appendicular Skeleton (Chapter 8)
- 26 Articulations (Chapter 9)
- 28 Muscle Tissue (Chapter 10)

### October

- 3 Catchup and review
- 5 **EXAM 2**
- 10 *No Class: Fall Break*
- 12 Muscular System (Chapter 11)
- 17 Chapter 11 (cont'd)
- 19 Nervous Tissue (Chapter 12)
- 24 Spinal Cord and Spinal Nerves (Chapter 13)
- 26 Brain and Cranial Nerves (Chapter 14)
- 31 Catchup and Review

### November

- 2 **EXAM 3**
- 7 The Special Senses (Chapter 17)
- 9 Autonomic Nervous Systems (Chapter 15)
- 14 Chapter 15 (cont'd)
- 16 Sensory, Motor, and Integrative Systems (Chapter 16)
- 21 Chapter 16 (cont'd)
- 23 *No Class: Thanksgiving*
- 28 Catchup and Review
- 30 **EXAM 4**

**Final Exam: December 7 8:00-10:00 a.m.**

**Lab Schedule:** Lab materials can be found at <http://blog.valdosta.edu/ap1/>

### **Week of**

- |              |                                      |
|--------------|--------------------------------------|
| August 14    | <i>No labs first week</i>            |
| August 21    | Microscope and Cell/Tissues and Skin |
| August 28    | Tissues and Skin                     |
| September 4  | <i>Labor Day: No labs</i>            |
| September 11 | <b><u>LAB PRACTICAL 1</u></b>        |
| September 18 | Skeletal System                      |
| September 25 | Skeletal System                      |
| October 2    | <b><u>LAB PRACTICAL 2</u></b>        |
| October 9    | <i>Fall Break: No labs</i>           |
| October 16   | Muscular System                      |
| October 23   | Muscular System                      |
| October 30   | <b><u>LAB PRACTICAL 3</u></b>        |
| November 6   | Brain                                |
| November 13  | Eye                                  |
| November 20  | <b><u>LAB PRACTICAL 4</u></b>        |
| November 27  | <i>No labs this week</i>             |