



BIOL 2401L: Anatomy and Physiology I Laboratory

INSTRUCTOR INFORMATION

Instructor: Ms. Ann B. Mayo
Office Location: Adjunct's Office, ESEE 2302A
E-mail: ann.mayo@my.tccd.edu

BASIC COURSE INFORMATION

Course title: Anatomy and Physiology I -- Laboratory
Course number and section: BIOL 2401L-40540
Laboratory Room: ESEE 2210
Laboratory Time: Monday, 7:00 – 8:50 pm
Calendar Dates of Course: August 26 – December 2, 2013
Final Practical Day: December 2, 2013

Course Goals and Learning Outcomes:

1. The student will demonstrate an understanding of the basic concepts of anatomy and physiology.
2. The student will demonstrate an understanding of how the human body is organized.
3. The student will relate the basic concepts of chemistry to the study of human anatomy and physiology.
4. The student will describe cell organelles and their functions and transport across cell membranes, mitosis, and protein synthesis.
5. The student will explain body tissues, membranes, gland types, and wound healing.
6. The student will describe the components of the integumentary system and their functions.
7. The student will demonstrate an understanding of the skeletal system structure, function, and components.
8. The student will demonstrate an understanding of the muscular system structures, function, and components.
9. The student will demonstrate an understanding of the nervous system organization, structures, functions, and components.
10. The student will demonstrate the ability to understand human body structure and function through laboratory study.

Required Laboratory Manual: Students must have a new, clean 10th ed. of this lab manual.

Human Anatomy and Physiology Laboratory Manual 11th edition. (Cat Version)
Marieb, Mitchell, and Smith. Pearson Benjamin Cummings
ISBN 10: 0-321-82219-6 or ISBN: 0-321-91150-4

Optional: recommended (also recommended for the lecture)

1. *A Brief Atlas of the Human Body* (should be included with your text), 2nd ed.

Matt Hutchinson, Jon Mallatt, Elaine N. Marieb, and Patricia Brady Wilhelm. Pearson Benjamin Cummings.

2. *Anatomy and Physiology Coloring Workbook*, 9th ed. Elaine N. Marieb. Pearson Benjamin Cummings.

Grading

Lab test at 60 points each	240 points
District Assessment case studies	30 points
Quizzes (6 at 10 points each)	60
PhysioEx 2 and 3 (35 points each)	<u>70 points</u>
	400 points

The laboratory is worth 40% of the final grade.

Important Class Dates

Audit Registration	August 23, 2013
First Day of Classes	August 26, 2013
Labor Day (No class)	September 2, 2013
Census Date	September 15, 2013
Course Drop Deadline	November 9, 2013
Thanksgiving Holiday	November 28 - 29, 2013
Final Exams for Classes	December 9 – 12, 2013
Laboratory Grades Due	December 9, 2013
Final Grades Due	December 13, 2013

Format of Quizzes

Quizzes will be given at the beginning of each lab period after the first lab meeting. Material covered will include material from the previous laboratory exercise and preparation for that laboratory (reading the exercise and completion of the review sheets for that exercise). Each quiz will be worth 10 points.

Quiz questions will be similar to those on the practicals and may include identification of structures or functions. Answers may be one word, a phrase, or brief explanation.

Format of Practical

Each practical is a 50 point test. The questions are arranged as stations with each station having two questions: one on identification and one on function or physiology. There will be a total of 14 stations and 28 questions, with 3 extra questions. Answers will require one word or short answers and is worth 2 points. The total points possible for each practical will be 56 points (So, a student may exceed the 50 points or 100% standard of a practical).

Practicals are timed tests. The student will have 1 minute per station to answer two questions. After completing the first round of stations, there will be a second round with a minute at each station.

THERE ARE NO MAKE-UP QUIZZES OR PRACTICALS!

If a student misses a practical for a legitimate excuse and provides appropriate documentation, the instructor will consider counting the best practical grade twice in replacement of the one missed.

Points Reporting and Final Course Grade: For any student not in this instructor's lecture section, the points for each assignment and total points will be submitted to the appropriate lecture instructor by December 9, 2013. The lecture instructor is responsible for the calculating the final grade. See your lecture syllabus for details for final grade determination and assignment.

Class Policies: It is expected that all students, as well as the instructor, will treat each person with dignity and respect. Any one not doing so will be removed from this class. The following policies are meant to make clear expectations most pertinent to this course.

1. ATTENDANCE POLICY: (see catalog)

Regular and punctual class attendance is expected at Tarrant County College. Student absences will be recorded from the first day the class meets. In case of absence, it is the student's responsibility to contact the instructor. Students absent on official school business are entitled to make up coursework missed. In all other cases, the instructor will judge whether the student will be permitted to make up work and will decide on the time and nature of the makeup. However, the student is expressly responsible for any work missed regardless of the cause of the absence. The student must discuss such work with the instructor and should do so immediately on returning to school. Communication between the student and instructor is most important, and it is the student's responsibility to initiate such communication. If students do not appear at the prearranged time or meet the proscribed deadline for makeup work, they forfeit their rights for further makeup of that work. Students who stop attending class for any reason should contact the instructor and the Registrar's office to officially withdraw from the class. Failure to officially withdraw may result in a failing grade for the course.

Class attendance and participation are essential to student success. Effective with the Spring 2012 term, the following attendance guidelines will apply:

A student in an on-campus course missing a cumulative of 15 percent of the class meetings **and** not keeping up with the course assignments may be dropped **at the discretion of the instructor**.

STUDENTS WITHDRAWN FROM LECTURE WILL BE WITHDRAWN FROM LAB AS WELL.

2. WITHDRAWAL POLICY: (see catalog)

To withdraw from one or more courses at or prior to the withdrawal date of a semester or term, students must complete a withdrawal form in the Registrar's office. Until a student is officially withdrawn by the registrar, the student remains on the class rolls and may receive a grade of F

for the course. Students are strongly encouraged to contact the instructor prior to withdrawing from the course.

4. TARDINESS: You must be on time and at your appropriate lab period in order to take a lab practical or to receive full credit for the lab exercise. Assignments turned in late are not accepted.

Students arriving late to a lab practical will not be afforded extra time on the exam. Students who arrive after other students have left the exam will not be permitted to take the exam and will receive a grade of 0 for the practical.

Students arriving after the lab quiz has been completed will receive a 0 for that quiz.

5. THERE ARE NO MAKE-UP QUIZZES OR PRACTICALS! If a student misses a practical for a legitimate excuse and provides appropriate documentation, the instructor will consider counting the remaining practical grade twice.

6. ACADEMIC DISHONESTY will not be tolerated. Students caught cheating, in any form, will be asked to immediately leave the exam, will receive a 0 for that exam, and will be subject to further disciplinary action.

7. CLASS DISRUPTION: Extraneous conversation, the use of beepers and cellular telephones and other forms of disruption are not allowed. In emergencies, students may leave the laboratory to take a cell phone call.

8. HOW STUDENTS WILL BE CONTACTED: Blackboard and e-mail will be used extensively to contact students and to post important documents, such as study guides for exams.

9. Campus Safety:

TCC Police:	817-515-8911
Night Administrator:	817-515-3621
Health Services/Nurse:	817-515-3591
Closed Campus Information:	817-515-8223

10. Students with disabilities: Students are responsible for contacting the Disabilities Support Services (817-515-4554) prior to the beginning of the course and to secure required documentation and appropriate accommodations. You must let the instructor know of any disabilities and needed accommodations at the beginning of the course.

Disabilities may include a variety of temporary and permanent situations. Inform your instructor and contact the Disabilities Support Services (817-515-4554; ESED 2310A) should some new situation arise.

11. Tutoring Help: is available in the Science Learning Center.

12. Contacting your instructor: Please contact me through email (ann.mayo@tccd.edu) or before/after lab. If an emergency arises, contact me by email and you may call the Department Office at 817-515-3605 to leave a message or speak to the department secretary, Ms. Debbie Meers.

13. Food, drinks and tobacco are not allowed in any classroom or laboratory.

14. Those not enrolled in the laboratory, including adult guests and/or children are not permitted in the lab at any time.

SCHEDULE

Date	Topics	Exercises
Aug 26	Laboratory Safety, The Language of Anatomy	Handout, 1
Sep 2	Labor Day. Except Monday, all other labs are meeting this week. Exercise 2: Organ Systems Overview Complete in the SLC	2
Sep 9	Review Exercise 2. The Microscope; Quiz 1	3
Sep 16	The cell: Anatomy and Division; Quiz 2	4
Sep 23	Lab Test#1 (1,2,3,4) Classification of Tissues	6
Sep 30	Bone and Cartilages, Axial Skeleton	9 and 10
Oct 7	Axial Skeleton (continue); Quiz 3	10
Oct 14	Lab Test#2 (6,9,10)	
Oct 21	Appendicular Skeleton	11
Oct 28	Microscopic Anatomy of Skeletal Muscle and Muscular System; Quiz 4	14,15
Nov 4	Muscular System (continue); Quiz 5	15
Nov 11	Lab Test#3(11,14,15) Histology of Nervous Tissue	17
Nov 18	Thanksgiving. No Class. (Outside lab activity: PhysioEX: Neurophysiology of Nerve impulse)	PhysioEx 3
Nov 25	Gross Anatomy of Brain and Cranial Nerves; Quiz 6	19
Dec 2	Lab Test#4 (17,3,19)	

***Note:** Do NOT wear contact lenses on the days we do dissection. The solution, including fumes from the solution, used in preserving the materials may adversely affect your eyes.