Description of the Course:

SCIT 1407, or Applied Anatomy and Physiology I offers a detailed study of the structure and function of the human body. This course is a requirement for various health occupation programs and for Anatomy and Physiology II. Lab and lecture MUST be taken at the same semester and at the same campus. If you are transferring to a four year nursing program, you should probably take BIOL 2401 instead.

In Anatomy and Physiology I, students will study chemistry, the cell, the skeletal system, the muscular system, the nervous system, and the special senses.

Location:

Lecture: X2004 Monday-Friday 5:40-7:40 PM
Lab: X2027
1. Section 2501 M-F 7:50-9:50 PM

Note that classes will meet every Friday. This is true for lecture and for laboratory.

Instructor:

Samuel James “Jim” Ogden, Jr.
sogden@dccc目的是 reach me after hours

Office hours:

Office: X 2047 (972-460-4100); the adjunct office is next to the elevator on the second floor of the X building.
5:00-5:30 p.m MW; all other hours by appointment

Course Focus:

Lectures, discussion, demonstrations, and experiments will be used to familiarize students with the structure and function of the systems covered. Classical anatomy and physiology will be presented with consideration to the preparation of the student for successes in the various health service fields and for the improved wellness of those taking the class.
Be reminded that one must pass the lab and the cumulative final with at least 60% to receive a passing grade. This is a departmental requirement that must be adhered to. If you are in a precarious position near the drop date, it might be a wise move to drop the class and try the next semester.

This course reinforces all six of the Core Curriculum Intellectual Competencies defined by the Texas Higher Education Coordinating Board.

1. **READING**: Reading at the college level means the ability to analyze and interpret a variety of printed materials—books, articles and documents. A core curriculum should offer students the opportunity to master both general methods of analyzing printed materials and specific methods for analyzing the subject matter of individual disciplines.

2. **WRITING**: Competency in writing is the ability to produce clear, correct and coherent prose adapted to purpose, occasion, and audience. Although correct grammar, spelling and punctuation are each a sine qua non in any composition, they do not automatically ensure that the composition itself makes sense or that the writer has much of anything to say. Students need to be familiar with the writing process including how to discover a topic and how to develop and organize it, how to phrase it effectively for their audience. These abilities can be acquired only through practice and reflection.

3. **SPEAKING**: Competence in speaking is the ability to communicate orally in clear, coherent and persuasive language appropriate to purpose, occasion and audience. Developing this competency includes acquiring poise and developing control of the language through experience in making presentations to small groups, to large groups and through the media.

4. **LISTENING**: Listening at the college level means the ability to analyze and interpret various forms of spoken communication.

5. **CRITICAL THINKING**: Critical thinking embraces methods of applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking, used to address an identified task.

6. **COMPUTER LITERACY**: Computer Literacy at the college level means the ability to use computer-based technology in communicating, solving problems and acquiring information. Core-educated students should have an understanding of the limits, problems and possibilities associated with the use of technology and should have the tools necessary to evaluate and learn new technologies as they become available.

**New Policy on Number of Drops**

Students who enter college in the fall of 2007 are limited to no more than six drops during their entire college career at a Texas state-supported institution. This means that a student who drops six courses at DCCCD has no more drops to use after transferring to a four-year school. So STOP BEFORE YOU DROP!

Also note that for the third attempt to take this course, you will be assessed a higher tuition rate by DCCCD.
Attendance policy:

Attendance will be taken during each class period and students who miss three lectures OR two laboratory sections will be dropped unless there is a documented reason for these absences.

However, if you disappear and fail to take the 4th lab exam, the last lecture exam and the final (which are after the drop date), you will not be dropped and will receive a zero on all work missed. To get an incomplete requires a contract to be signed and adhered to and has only been done in the past should someone miss a final exam.

Special Services:

It is the student’s responsibility to provide paperwork from the Special Services office for reasonable accommodations in compliance with the ADA. Do not expect your instructors to take care of this for you.

Lecture:

I prefer to use Power Point for my lectures since it provides a smoother delivery. My lecture notes (actually, an outline) will be posted on e-campus along with the Power Points. These are copyrighted materials but because of an agreement with the publisher, you may print these as a handout without violating the fair use provisions of the law.

However, recording or videotaping of lectures is not considered a “fair use” under the copyright laws and will not be permitted.

Exams:

In lecture, four exams are scheduled along with the final which are usually multiple choice, matching, listing and essay. There is usually a bonus question. There are no essays on the cumulative final.

Because of the size of the combined class and the number of people who are taking exams with the Special Services office, this semester we will use the testing center for 3 of the lecture exams:

1. Exams should not take more than the 55 minutes allotted.
2. No calculator is needed for working out math problems.
3. You are expected to turn off all cell phones and similar electronic devices during exams—no exceptions. They should not be on your person in the testing center or in class when exams are taken.
4. Books, notes, and cell phones are to be placed at the front of the class or in lockers outside the testing center; ear buds and blue tooth headsets are not worn in class during exams.
5. No cameras or recording devices are permitted in class at any time.
6. In class, if any of your classmates have turned in the exam, I will not allow you to take the exam if you show up late; for a missed exam I will substitute the grade on the cumulative final excluding any bonus points. This can only be done for one exam; any other missed exams receive a zero.
7. Item analysis is done on all exams; if your exam shows the same pattern of missed questions on another person's, you will be questioned. If cheating has occurred, you will be investigated. You may be dropped from the rolls pending the dean’s signature. Should this happen, you will appear before the disciplinary committee and be suspended or expelled. In these cases your DCCCD transcripts are marked and you are blocked from registering for additional classes.
8. I have been known to confiscate lab quizzes of students who have been cheating; should this happen you will get a zero on that exam.
9. There is no talking or collaboration permitted during exams; please note the Brookhaven college student handbook defines academic dishonesty to include looking on or copying another person’s work, or permitting someone to do so. If any communication device is taken out, I assume you are accessing a cheat sheet and you will get a zero on that exam and be reported to the dean.
10. I use multiple formats of exams to discourage cheating and am now keeping the exams after the class is over. Feel free to look over your exams in my office during office hours.
11. Repeated disruption of the class during exams or cheating will result in you being dropped from the course and may give you a failing grade.
12. Exams are not curved nor can they be retaken for a higher grade.

Lab:

1. Labs are required to be taken along with lecture.
2. It is your responsibility to print off the lab study sheets posted on e-Campus for each of the four units. Bring these to lab.
3. There are 12 quizzes given which add up to equal a letter exam grade; the lowest two will be dropped so DO NOT EXPECT TO GET A MAKEUP. PERIOD.
4. If you attend another instructor's lab, you will not be allowed to take a quiz in that lab. Cheating on lab quizzes will result in you getting a zero on that quiz.
5. It is your responsibility to bring the "short" scantons to lab; you will not be permitted to take a quiz on any other form.
6. Models and slides may not be taken home; if you are caught removing these from class you will be dropped from the class roll.
During the 4 lab practical examinations:

1. You will be timed at each station on the practicum so that everyone gets adequate time to answer a question. Note that some stations will have multiple questions to answer; you will move to the next higher exam question.

2. Do not move a slide or remove a pointer from a specimen; instead call your instructor or exam proctor over to clarify a question.

3. Each practicum is given in the testing lab in the X building and will generally be 50-75 points. We may meet in lab after the lab exams for a short time to get started on the next block of material. You will not be permitted to go back and change answers.

4. Do not chatter during exams or bunch up since this is not a group effort; if you persist in this activity, you will be physically removed from class and receive a zero on that exam. If you are seen with a cell phone or other electronic device during any exam, you will have your phone confiscated, your exam voided with a score of zero, and you will be asked to leave the classroom. Cheating on a lab practical exam will result in you being dropped from the class and being blocked from registering in subsequent semesters.

5. There are no individual makeups given on a lab practical. Moreover, you must provide documentation of an excused absence.

6. SHOW UP FOR LAB PROMPTLY AT THE BEGINNING OF EXAM DAY even though your instructor may be checking questions. Note that if the door is locked and other people have started the exam, you will not be permitted to take the exam that day.

7. I do item analysis of missed questions, if two students have identical scores who sit next to each other, you will be investigated and be expelled if cheating has occurred. For particularly egregious academic misconduct, you will appear before the disciplinary committee and be blocked from taking classes in the DCCCD system.

8. The lab practical exams require a "long" scantron, it is your responsibility to bring these to class

Success Strategies:

Read the book; go to open lab, find study partners, eat a healthy diet, exercise, and get plenty of sleep. Keep from pulling an all-nighter before an exam, and do not get behind.

I have posted files on the DCCCD website which can be downloaded and printed as PDF files; printing them is your responsibility. Do not ask me to do this for you.
Please resist the temptation to cut lecture or lab; students who have not attended or left early have consistently made at least a letter grade lower than those who stayed. It is almost fatal to get behind because of the fast pace, and it is very hard to get caught up. This is especially true of lab.

Open Lab: Biology Resource Center and Tutoring Lab (X-2030):

1. The Review/tutoring laboratory in Biology is for review of laboratory slides, models and dissections outside of regular lab and lecture time.
2. Tutors are present in the BRC; you may not borrow bone boxes, slides, or models.
3. You may not dissect in the resource lab but may review your previously dissected specimens if the tutor allows it.
4. The BRC does not take the place of the regular lab section meeting and you are not allowed to cut lab or to stay in lab long enough to take the quiz and then to attend Open Lab in the BRC.
5. Please do not bring your family members, pets, and especially children, to this lab.
6. BRC Hours will be posted later in the semester.
7. The BRC is shared with other classes so please share and be considerate.

X Building Computer Lab:

This lab is located in room X-1009. Students may use the computers to access different on-line resources, complete assignments, and communicate with instructors and other students.

Grading Scale:

90-100% A; 80-89% B; 70-79% C; 60-69% D; 0-59% F. I have sometimes dropped the cutoff for a grade down one or two percentage points, but do not assume I will automatically do so. I do not curve grades after an exam, and there is no provision for doing “extra credit” papers or extra work to boost your score to a higher grade. I typically have a question on lecture exams which counts as a bonus.

Points possible from four lecture exams: 350
Points possible from cumulative final 150
Points possible from 10 lab quizzes 100
Points possible from lab practical exams 400

1000

>900: A; >800: B; >700: C; >600: D; <599: F

Required textbooks:


4. A small dissection kit may be purchased at the bookstore but we do have instruments and gloves in lab

If you still have the 9th edition of Marieb, the text has changed very little; the on-line resources have been drastically updated. I DO NOT use the online Course Campus grading materials from Marieb so I will not give you a Course ID number. (This is intended for schools which do not operate sites like E-Campus). There is a site called The A&P Place that you can use at the following URL:

http://wps.aw.com/wps/media/access/Pearson_Default/560/573796/login.html

Suggested textbooks:

1. Key to Anatomical Models at Brookhaven College. This is highly recommended since our models have lost their keys through the years and is only available through the Brookhaven bookstore.

2. The Home Lab. Isac and Rutheny ISBN-13: 978-0976545903. These are professionally done photographs of models we use in lab (and much better than one can do with a cell phone camera) They are correctly labeled.

3. The Body Within by RonJon Publishing. This was put together by a former student and is similar to The Home Lab. These are photos of the models we use in laboratory settings.

Other materials

Scantrons: It is your responsibility to purchase your own scantrons. For lecture or lab practicals, use the 882 E or 23357BC; for lab, the ten-point quizzes use the 815-E short scantron. Other forms will not be accepted and will not be graded.

Important dates:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>June 6</td>
<td>First class day</td>
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<tr>
<td>June 9</td>
<td>12th class day</td>
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<tr>
<td>June 27</td>
<td>Last day to withdraw with a grade of “W”</td>
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<tr>
<td>July 3</td>
<td>Final Exam</td>
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Student Handbook:

http://www.brookhavencollege.edu/studentsvcs/spar/handbook/handbook_online.aspx
Please consult and adhere to the student code of conduct at Brookhaven College/DCCCD as is posted on the web. Students are not allowed to disrupt the educational environment for others, and those not adhering to this rule will be dropped from the rolls. This also explains the procedure for a grade challenge.

Classroom etiquette:

Please turn off your cell phones before coming to class; it is very distracting. Please do not talk and visit in class; besides being rude and distracting to your fellow students, it is especially bothersome should someone in the class have ADD or a related syndrome.

Do not bring children, pets or family members to lecture or lab. We sometimes have images of real patients and this is not allowed unless there is a compelling educational interest.

Food and drinks are not permitted in lecture but I relax the drink rule if you have lid on your drink. You CANNOT eat or drink in lab under any circumstance; you may use the tables in the foyer near the entrance. We sometimes have infectious, mutagenic, and toxic agents present.

Do not use tobacco in class (even the smokeless variety); video devices are not permitted in class nor are picture phones. Firearms are not permitted on campus by non-police officers.

I cannot allow you to remain in class after our lecture is over with, so do not get upset when I ask you to leave. Do not enter another classroom without the instructor’s permission or while they are still lecturing.

Lab Safety:

There is a lab safety video that all are to watch and sign a form that you saw it. Those who do not watch the safety video will not be allowed to attend lab or take lab exams. Please do not bring children, family members, or pets to lab or to open lab under any circumstance.

Disputes:

Should there be a dispute, please contact Mr. Ogden as soon as possible so that we might quickly get a resolution; generally speaking, if disagreements are taken care of at the lowest level possible, these are corrected more quickly than from the top down. If we still cannot reach a mutually agreeable position, we can contact the A&P Course Director, Glenn Kasparian, or Dean Doris Rousy to help us figure things out.
### Brookhaven College

S. James Ogden, Jr.

SCIT 1407-2501

Tentative Lecture Syllabus

SUMMER 2012

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<td>June 7</td>
<td>Chapter 2: Chemistry</td>
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<td>June 8</td>
<td>Chapter 3: Cells</td>
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<td>June 11</td>
<td>Chapter 4: Tissues</td>
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<td>June 12</td>
<td>Chapter 5: Integument</td>
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<td>June 13</td>
<td>Chapter 6: Skeletal Tissue</td>
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<td><strong>Exam 1:</strong></td>
<td><strong>Chapters 1-4. To be taken in testing center June 13th to June 15th</strong></td>
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<td>June 14</td>
<td>Chapter 7 Skeletal System</td>
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<td>June 15</td>
<td>Chapter 8: Joints and Articulations</td>
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<td>June 18</td>
<td>Chapter 9: Muscular Tissue</td>
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<td><strong>Exam 2:</strong></td>
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<td>June 21</td>
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<td>June 22</td>
<td>Chapter 11: Nervous Tissue; Chapter 12: Central Nervous System</td>
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<td>June 25</td>
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<td><strong>Exam 3:</strong></td>
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<td>June 28</td>
<td>Chapter 15: Special Senses</td>
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<td>June 29</td>
<td>Chapter 15: Special Senses</td>
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<td>July 2</td>
<td>Lecture Exam IV (13-15) Given in classroom</td>
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<tr>
<td>July 3</td>
<td>Final Exam given IN CLASSROOM</td>
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**SCHEDULE SUBJECT TO CHANGE!!!**