Class Time and Location:
- Lecture: Saturdays 11:20 – 2:00PM    Room S 212
- Lab: Saturdays 2:15 – 4:55PM    Lab S 301

Instructor:
Name: Dr. Melisa Smith, PT, DPT
Face-to-Face Office hours: No set hours, appointment only
Office Phone: 972-860-7297
E-mail Address: MelisaSmith@dcccd.edu

Course Description (4 Credit Hours):
This course examines cell structure and function, tissues, and the skeletal, muscular, and nervous systems. Emphasis is on structure, function, and the interrelationships of the human systems. This is a transferable course intended for those seeking to complete a Bachelor's Degree. (3 Lec., 3 Lab.) Coordinating Board Academic Approval Number 2607075103

Prerequisites:
Biology 1406 or SCIT 1407. One of the following must be met: (1) Developmental Reading 0093 AND Developmental Writing 0093; (2) English as a Second Language (ESOL) 0044 AND 0054; or (3) have met Texas Success Initiative (TSI) in Reading and Writing standards AND DCCCD Writing score prerequisite requirement.

Textbooks:
Required:
   OR

Course Objectives:
Identify and describe the anatomy of the cell and the integumentary, skeletal, muscular and nervous; identify and describe epithelial, connective, muscle, and nerve tissue; and explain the physiology of the cells, tissues, and the integumentary, skeletal, muscular and nervous. Use appropriate anatomical and physiological terminology when discussing cells, tissues, and the integumentary, skeletal, muscular and nervous; and interpret the effect of the integumentary, skeletal, muscular and nervous on overall body homeostasis.
**Student Learning Outcomes:**

Students who have completed Biology 2401 should be able to do the following:

1. Compare and contrast the four major types of tissues.
2. List and describe the components of skeletal muscles used in movement production.
3. List and describe the components of a neuron and their role in producing an action potential.

**Core Objectives:**

BIOL 2401 develops the following Core Objectives:

- **Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.

- **Communication** - to include effective development, interpretation and expression of ideas through written, oral and visual communication.

- **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.

- **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.

**Core Objective Development Statements:** BIOL 2401 develops **Critical Thinking** and **Empirical and Quantitative Skills** by requiring students to research, analyze and interpret data derived from an experimental setting and drawing a well-informed conclusion of the data through the application of sound biological concepts.

Examples: research paper, case studies, lab report

BIOL 2401 develops **Teamwork** and **Communication** by requiring students to effectively work in a small group on an assigned problem, exercise or course concept that will then be presented in a written, oral or visual format.

Examples: lab experiment, group teaching of course topic, case study, group research project

**Evaluation Procedures:**

**Exams**

- 4 Major lecture exams* – 100 points each = 400 points
- 4 Laboratory exams – 100 points each = 400 points
- 1 Team Case Study – 100 points

**Lecture Exams** consist of matching, true/false, multiple choice and short answer essay.

**Laboratory Exams** consist of fill-in-the-blank. There will NOT be a word bank. **Open lab times are posted outside of the lab door. There are also models located at the circulation desk in the library.**
*Make – up Exams
It is the student’s responsibility to set up/ schedule a make-up lecture exam with the professor within 7 days of missed lecture exam. A comprehensive final will be given for lecture exam missed.
If a laboratory practical is missed, you will receive a grade of **ZERO** for the exam. **There are no make-up laboratory practicals.**

**Quizzes**
- 10 quizzes – 10 points each = 100 points

**Quizzes** designed to examine your level of understanding of the content of the studied chapters and covered lecture/ lab material. Quizzes consist of matching, true/false, multiple choice, and short answer/ essay. If a quiz is missed, you will receive a grade of ZERO for the exam. There are no make-up quizzes.

**Final grade**

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<tr>
<th>Points</th>
<th>Percentage</th>
<th>Grade</th>
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<tbody>
<tr>
<td>900 – 1000pts</td>
<td>90 – 100%</td>
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<td>800 – 899pts</td>
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<td>600 – 699pts</td>
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<td>0 - 599pts</td>
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**Writing Across the Curriculum:**
Science courses at Eastfield College follow a principle of “Writing Across the Curriculum.” Each course incorporates a writing element. Writing is a critical part of communication of ideas, and is important in the synthesis and analysis of scientific concepts. Writing in this course is accomplished through completion of essay questions on the lecture exams. Each question must be answered in complete sentences, using proper grammar, correct spellings, giving examples and details to support the statement.

**Obtaining Final Course Grades Using eConnect:**
Final Grade Reports are no longer mailed. Convenient access is available online at [www.econnect.dcccd.edu](http://www.econnect.dcccd.edu). Use your identification number when you log onto eConnect, an online system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your **Student Advising Report**, which is available in the Admissions Office.

**Eastfield College Email Policy:**
Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: [http://www.dcccd.edu/netmail/home.html](http://www.dcccd.edu/netmail/home.html)
### Course Outline:

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<thead>
<tr>
<th>Dates</th>
<th>Topic</th>
<th>Chapters</th>
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<tbody>
<tr>
<td>JAN 24</td>
<td>The Human Body: An Orientation</td>
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<td>Chemistry Comes Alive</td>
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<td>JAN 31</td>
<td>Cells: The Living Units</td>
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<td>FEB 7</td>
<td>Tissue: The Living Fabric</td>
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<td>FEB 14</td>
<td><strong>LAB EXAM #1</strong></td>
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<td><strong>LECTURE EXAM #1</strong></td>
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<td>FEB 21</td>
<td>The Integumentary System</td>
<td>5</td>
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<td>FEB 28</td>
<td>Bones and Skeletal Tissues</td>
<td>6</td>
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<td>MAR 7</td>
<td>The Skeleton</td>
<td>7</td>
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<td>Joints</td>
<td>8</td>
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<td>MAR 14</td>
<td><strong>NO CLASS – SPRING BREAK</strong></td>
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<td>MAR 21</td>
<td><strong>LAB EXAM #2</strong></td>
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<td><strong>LECTURE EXAM #2</strong></td>
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<td>MAR 28</td>
<td>Muscles and Muscle Tissue</td>
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<td>APR 4</td>
<td>The Muscular System</td>
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<td>APR 11</td>
<td><strong>LAB EXAM #3</strong></td>
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<td><strong>LECTURE EXAM #3</strong></td>
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<td>APR 16</td>
<td><strong>LAST DAY TO WITHDRAW</strong></td>
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<td>APR 18</td>
<td>Nervous System and Nervous Tissue</td>
<td>11</td>
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<td>The Central Nervous System</td>
<td>12</td>
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<td>APR 25</td>
<td>Peripheral Nervous System and Reflex Activity</td>
<td>13</td>
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<td>MAY 2</td>
<td>The Autonomic Nervous System</td>
<td>14</td>
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<td>The Special Senses</td>
<td>15</td>
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<td>MAY 9</td>
<td><strong>LAB EXAM #4</strong></td>
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<td><strong>LECTURE EXAM #4</strong></td>
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### Attendance Policy:

- Students are expected to attend all scheduled laboratory and lecture classes.
- There are no make-up classes for laboratory exercises that are missed. You cannot attend another laboratory with another instructor to make-up the work.
- If you miss a lecture the student is responsible for obtaining that material from classmates.
- Be on time, it is disruptive to other students when one is late for lecture.
- Be on time to lab, instructions are given at the beginning of lab periods. If the student misses the instructions or the entire lab, it is the student’s responsibility to obtain that material from classmates.
- **Be on time for exams**, the doors will be closed 5 minutes after the set start time for exams. **If you are not in your seat, you do not take the test.**
- Your attendance is not graded in the course. Your course grade is based on performance on quizzes, scheduled laboratory and lecture exams.
**Emergency/Inclement Weather Procedure:**
In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also monitor other local radio and television stations. The earliest announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College web page www.eastfieldcollege.com for the Inclement Weather announcement under the Features area of the front page. The announcement will be posted immediately following the decision to close the college.

**Financial Aid Statement:**
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

**Repeating This Course: (Third Attempt to Enroll in a Course):**
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course at:
http://www.dcccd.edu/thirdcourseattempt/

**Academic Honesty:**
Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the [DCCCD Code of Student Conduct](http://www1.dcccd.edu/cat0506/ss/code.cfm) published in the DCCCD Catalog at

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. **Cheating** includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an un-administered test, and substituting for another person to take a test. **Plagiarism** is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. **Collusion** is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, be failed for the class, or you can even be suspended from college.

* Cheating on an exam will result in a grade of ZERO on that exam and a failing grade for the semester.
**Classroom Etiquette:**
- **Cellular phones** and **pagers** are to be turned **off/silenced** before the class starts and **put away**, if you step out of class to answer a call take all of your belongings because you will not be allowed to return to class.
- **Talking** or **Texting** during lecture or during the lab instructions will cause you to be removed from the class.
- **Smoking/tobacco use in the classroom is prohibited.** Eastfield campus is designated as a cigarette/tobacco free zone. This includes e-cigarettes (e-cigs).

**Food and Drink Policy:**
Food, drinks, and tobacco products are prohibited in Eastfield College classrooms.

**Food and Drink Policy Statement**
We the undersigned understand that bringing drinks and food into the college classroom is a privilege and a responsibility. Out of respect for other members of the Eastfield College community, we agree to take full responsibility for our actions. This includes but is not limited to removing cans, bottles, trash, etc. from the classroom when we leave, and depositing our trash in appropriate receptacles outside the classrooms. Also, we agree to clean up spills and, if special cleaning is needed, to contact appropriate college personnel immediately.”

The right and responsibility for setting classroom food and drink policy does not extend to classrooms or other areas where students and faculty are working directly with or around college property such as computers, lab materials, equipment, and/or college-owned books. Classroom and other spaces such as these will be restricted from the use of food and drink at all times for students and college personnel. In addition, the right and responsibility for setting classroom food and drink policy does not extend to items that are generally prohibited from the campus (e.g. alcohol, tobacco products).

**ADA Statement:**
Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C237. Call 972.860.8348 or email efcdso@dccc.edu. For more information: [http://www.eastfieldcollege.edu/SSI/DSO/index.html](http://www.eastfieldcollege.edu/SSI/DSO/index.html)

**Religious Holidays:**
Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a mutually agreed upon time after the absence.

**Withdrawal Policy:**
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by **APRIL 16, 2015**. Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C119), or contact the division office.

If you drop a class via eConnect, make sure to print a copy of the confirmation and keep the copy. In the event of a discrepancy it will be the responsibility of the student to provide documentation of having dropped the class.
STOP BEFORE YOU DROP:
For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions. Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access:
https://www1.dcccd.edu/coursedrops

Family Educational Rights and Privacy Act of 1974 (FERPA):
In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

Children on Campus:
The institution strives to protect an environment most conducive to teaching and learning for all enrolled students. Children who are taking part in organized scheduled activities or who are enrolled in specific classes are welcomed. Minor children, however, should not be brought to the institution unless closely supervised by their parent. Minor children should not be brought into classrooms, laboratories or other facilities of the college. This practice is disruptive to the learning process. In the case of an emergency where the student-parent has no alternative but to bring the child to campus, classroom faculty or the administrative heads of other units have full discretion as to whether a child may be allowed to quietly stay in the location. These individuals may require that children be removed by the student-parent from the setting if, in their opinion, the presence of the child is deemed to be disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with childcare should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

The instructor reserves the right to amend this syllabus as necessary.