Eastfield College
STEM Division
BIOL 2402-43310
Anatomy and Physiology II
Spring 2019
1/22-3/21
Dr. Jessica Kerins

Class Time and Location
Lecture: ONLINE
Lab: MW 9:30am -12:20pm S301

Instructor
Dr. Jessica Kerins
Office Phone: 972-860-8317
Office: C309
Office Hours: MW: 8:30am-9:30am, 12:30pm-1:00pm
TR: 10:00am-11:00am
Or by appointment

Course Description (4 Credit Hours)
TCCNS: BIOL 2402: Anatomy and Physiology II 2014 Core Curriculum Foundational Component Area: 030 Life and Physical Sciences
This is the second course of a two course sequence. Structure and function as related to the human circulatory, respiratory, urinary, digestive, reproductive, and endocrine systems are studied. Emphasis is placed on the interrelationships of these 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 26.0707.51 03

Prerequisites
Biology 2401. 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) Reading and Writing standards AND DCCCD Writing score prerequisite requirement.

Required Materials
1. Textbook (bring to lab everyday):

2. Lab book (bring to lab everyday):

3. Homework access to ModifiedMasteringA&P. (found at www.masteringaandp.com). NOTE: if you buy the e-text from the Eastfield College bookstore, the access code is already included. You MUST have access to ModifiedMasteringAandP in order to complete the lecture portion of this course.

NOTE: the bookstore is offering only the e-text version of the textbook. If you wish to purchase an actual book, you will have the option to upgrade on the Pearson website (www.masteringaandp.com). You can also find the book at other places, such as Half Price Books. You still need the access code.

Suggested Materials
This is a GREAT resource, including very detailed microscopic images of tissues, as well as labeled images of the models we use in the lab. I HIGHLY recommend it. It will serve you well in BIOL 2401/2402 as well as in nursing school. You can find it on Amazon or at this website: http://bluedoorshop.mycafecommerce.com/product/atlas-of-anatomy.
**Student Learning Outcomes**

Upon successful completion of this course, students will:

1. Learn basic anatomical and physiological terminology.
2. Learn the human structure at cellular, tissue, and system level (endocrine, circulatory, respiratory, digestive, urinary, reproductive systems for BIOL 2402), and be able to identify major structures at human models and animal dissections.
3. Understand how body systems are interrelated to maintain the homeostasis as a whole.
4. Learn the concepts and mechanisms of normal physiological processes in endocrine, circulatory, respiratory, digestive, urinary, reproductive systems, and explain how those processes are impaired under abnormal conditions.
5. Perform relevant lab activities or tests to apply the learned physiological principles in professional cases.
6. Discuss the relevance of specific anatomical structures or their related functions to clinical applications to better understand the relationship between structure and function.

**Core Objectives**

BIOL 2402 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 2402 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 2402 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 Procedure

<table>
<thead>
<tr>
<th>Activity</th>
<th>Points</th>
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<tbody>
<tr>
<td>1 Syllabus Quiz x 20 points</td>
<td>20 points</td>
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<tr>
<td>1 Campus Emergency Quiz x 14 points</td>
<td>14 points</td>
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<tr>
<td>3 Lecture Exams x 75 points each</td>
<td>225 points</td>
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<tr>
<td>3 Laboratory Exams x 100 points each</td>
<td>300 points</td>
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<tr>
<td>11 Highest Lab Quizzes x 10 points each</td>
<td>110 points</td>
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<tr>
<td>14 Online Lecture Activities x 15 points each</td>
<td>210 points</td>
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<tr>
<td>Class Activities</td>
<td>101 points</td>
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<tr>
<td><strong>TOTAL POINTS</strong></td>
<td><strong>980 points</strong></td>
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Lecture Exams There are 3 lecture exams. They consist of multiple choice and true/false questions. The first two exams are taken online in eCampus. See the course schedule for dates. You must take online exams using Respondus Lockdown Browser (instructions can be found in eCampus). The online exams are CLOSED book. You may take the online exams TWICE by the posted deadline; I will accept your best score. These exams are timed, and will result in a one point deduction for every minute over the time limit. The third lecture exam is taken IN CLASS on the last day. You will need a scantron. You have only ONE attempt at this exam.

Any missed exams will result in a grade of “0.” No late exams will be accepted. No exam re-sets will be granted.

Laboratory Exams will be taken during lab time. They consist of fill-in-the-blank. There will NOT be a word bank. SPELLING COUNTS!!! Open lab times are posted outside of the lab door. There are also models located at the circulation desk in the library for study purposes. Any missed exams will result in a grade of “0.” There are no make-up lab exams.

Testing Policies
Students are not allowed to leave the room for any reason during an exam. All electronic devices must be turned off and put away, in addition to all other personal items.

Lab Quizzes will be taken online in eCampus. They are fill-in-the blank and cover the material from lab. Lab quizzes are CLOSED book quizzes. You are not to use any outside sources, including (but not limited to) books, internet, other students. These quizzes are timed, and will result in a one point deduction for every minute over the time limit. You MUST use Respondus Lockdown Browser to take lab quizzes (see eCampus for more details). There are 12 lab quizzes; your lowest quiz score will be used for extra credit. See the course schedule for exact deadlines for each quiz. You may take each quiz TWICE by the posted deadline. Any quiz not taken by the posted deadline will receive a score of ZERO, no exceptions. I will NOT reset any quiz for any reason!!! Plan to take your quizzes ahead of time to avoid unplanned technical or personal issues.

Online Lecture Activities You are expected to complete the most of the lecture portion of this class on your own time. ModifiedMasteringAandP assignments will be scheduled bi-weekly to ensure you are keeping up with the material. They are assigned BEFORE we cover each topic in class, so you are prepared when we meet in lab.

Class Activities consist of various in-class activities, such as worksheets and case studies. They may or may not be announced ahead of time. You MUST be present in class to complete these activities and receive credit for them.

Extra Credit
There are THREE extra credit opportunities in this class:
1. ONE extra lab quiz: 10 points
2. Dynamic Study Modules in ModifiedMasteringA&P: 5 points per unit, 15 points total
3. Practice Lab Practicals: 5 points each, 15 points total

The total amount of extra credit points that can be earned in this class is 40 points. Extra credit assignments are graded, and the amount of points earned depends on your performance on each assignment.

NO LATE WORK WILL BE ACCEPTED IN THIS CLASS FOR ANY REASON, SO PLEASE PLAN AHEAD!
**What is a hybrid course?**
This course meets face-to-face in the lab, but we do not technically meet for lecture. In a traditional hybrid course, you complete the lecture part of the class ON YOUR OWN TIME. This is what is meant by the term “hybrid.” What does this mean for you? **You are expected to devote time during the week to lecture, IN ADDITION to any time you would normally spend doing homework and studying.** A fully face-to-face class would spend 2 hours and 40 minutes per week in lecture. You need to be doing the same. Bi-weekly assignments on ModifiedMasteringAandP will be designed to help you learn the material.

**I will treat our lab time as a combination of both lecture and lab.** Class activities will be completed during some of our lab time to ensure you understand the more difficult lecture topics, but you will also have time to look at the models and such. The online homework will include both anatomy and physiology, and each assignment is due BEFORE we meet, so our lab time SHOULD BE TREATED AS A REVIEW. Expect to bring both your lecture book and your lab book every day, as they complement each other and you will need the textbook to complete the class activities.

This course moves fast! You need to take advantage of our face-to-face time to ask questions and spend time with the lab material. Although not required, I HIGHLY recommend that you plan to come to OPEN LAB on a weekly basis, as there is a lot of material to learn in a short amount of time.

**How your final grade is determined**
Grades are calculated using the above point system. You accumulate points with exams, quizzes, and possible additional assignments. The number of points you have accumulated at the end of the semester will determine your letter grade.

I DO NOT round up grades.

I DO NOT give incompletes.

DO NOT ask me about additional extra credit. If I decide to give other extra credit assignments, I will tell you. Extra credit is not a reward for subpar work and dedication during the semester. DO NOT ask me, “Is there anything I can do to raise my grade?” as my answer will be, “Yes, you should have worked harder and taken this class more seriously from day one.”

**Questions about your grade**
Any questions about your grade for a particular exam, quiz, or assignment MUST be addressed within ONE WEEK of the posted deadline of that test/assignment, unless additional instructions say otherwise. After that time, no grade appeals will be heard.

**Class Policies**

**Attendance**
Attendance is mandatory. Students are expected to be on time and **remain for the entire lab.**

You may miss 2 meeting times without penalty. After that, each additional absence will result in a 5-point deduction from your overall grade. I do not distinguish between excused and unexcused absences, so there is no need to notify me.

If you arrive late to class, it is YOUR responsibility to notify me IN WRITING BY THE END OF THAT CLASS period that you were late. Failure to do so will result in you being marked absent. Please include the following:

1. First and last name
2. Date
3. Course and section

2 tardies equals 1 absence.

YOU are responsible for finding out FROM YOUR CLASSMATES what you may have missed in class or lab. Refer to eCampus, the schedule, and other students to obtain this information, especially missed announcements. **DO NOT ask me, “What did I miss?”**
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.

**Email**

ALL email messages MUST include the following:
1. First and last name
2. Course and section
3. Detailed question, especially if it concerns a test question or a particular part of an assignment.

I will respond to any emails (or phone messages) within 24 hours.

**PLEASE NOTE:** I will not respond to the following emails:
   a. Any email that does not include any of the above items
   b. Any email that asks a question that has already been answered (check eCampus announcements, syllabus, etc. FIRST before emailing me!!)

**Academic Honesty**

You can find information about cheating, plagiarism, and collusion in the Institutional Policies link below. **The first incident of academic dishonesty will result in a ZERO for that particular assignment or exam. The second incident will result in a failing grade for the course.**

**Drop Date Deadline**

The last day to withdrawal from this class is **February 27, 2019**.

**Classroom Etiquette**

1. Cell phones, blackberries, pagers, ipods, headsets, and other personal electronics, are to be turned off and **put away**. Students are allowed to use laptop or notebook computers in class, but are expected to use them for classwork purposes only.
2. Be on time.
3. Be respectful of both the instructor and fellow students. This includes no talking during class, especially when the instructor or another student is speaking.
4. No children are allowed in classrooms or laboratories.

**Institutional Policies**

Institutional policies relating to this course can be accessed from the following link:  

FERPA: [https://www.eastfieldcollege.edu/pages/privacysecurity.aspx?DCCCD_College=EFC#ferpa](https://www.eastfieldcollege.edu/pages/privacysecurity.aspx?DCCCD_College=EFC#ferpa)

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

<table>
<thead>
<tr>
<th>Date</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>NOTES</th>
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<tbody>
<tr>
<td>1/23</td>
<td>Due by 11:59pm: Syllabus Quiz, Campus Emergency Quiz</td>
<td>Lab 23 Heart Anatomy</td>
<td>Due by 11:59pm: Ch.188 HW</td>
<td>Labs 21&amp;22 Components of Blood Clinical Blood Tests</td>
<td>1/23</td>
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<td>1/27</td>
<td>Ch. 17 HW Ch.18A HW Lab Quiz #1</td>
<td>Ch. 17 HW Ch.18A HW Lab Quiz #1</td>
<td>Due by 11:59pm: Lab Quiz #3</td>
<td>UNIT 1: 1/23-2/11 Lecture topics: Ch. 17-21</td>
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<td>Ch. 19 HW Lab Quiz #2</td>
<td>Lab 25 Blood Vessels</td>
<td>Due by 11:59pm: Ch. 20 HW Ch. 21 HW</td>
<td>Ch. 17: Blood Ch. 18: The Heart Ch. 19: Blood Vessels Ch. 20: The Lymphatic System and Lymphoid Organs and Tissues Ch. 21: The Immune System: Innate and Adaptive Body Defenses</td>
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<td>2/10</td>
<td>Lab Quiz #3 Lab Quiz #4 Lab Quiz #5 Practice LP #1</td>
<td>Lab PRACTICAL 1 (LABS 21-26)</td>
<td>Due by 11:59pm: Lab Quiz #6</td>
<td>DUE FRIDAY, 2/15, 11:59pm: Ch17-21 Extra Credit</td>
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<td>2/17</td>
<td>Ch. 22 HW Lab Quiz #6</td>
<td>Labs 27&amp;28 Respiratory System Anatomy Respiratory System Physiology</td>
<td>Due by 11:59pm: Lab Quiz #7</td>
<td>LECTURE EXAM 1 - ONLINE (CH17-21)</td>
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<td>2/24</td>
<td>Lab Quiz #7 Lab Quiz #8 Practice LP #2</td>
<td>Lab PRACTICAL 2 (LABS 20, 27-29)</td>
<td>Due by 11:59pm: Lab Quiz #8</td>
<td>UNIT 2: 2/14-2/25 Lecture topics: Ch. 16, 22-24</td>
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<td>Ch. 27 HW Lab Quiz #9</td>
<td>Labs 32&amp;33 Male Reproductive System Female Reproductive System</td>
<td>Due by 11:59pm: Lab Quiz #9</td>
<td>Ch. 16: The Endocrine System Ch. 22: The Respiratory System Ch. 23: The Digestive System Ch. 24: Nutrition, Metabolism, and Energy Balance</td>
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<td>3/10</td>
<td>SPRING BREAK</td>
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<td>SPRING BREAK</td>
<td>DUE FRIDAY, 3/1, 11:59pm: Ch16,22-24 Extra Credit</td>
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<td>3/17</td>
<td>Due by 11:59pm: Lab Quiz #10 Lab Quiz #11 Lab Quiz #12 Practice LP #3</td>
<td>Lab PRACTICAL 3 (LABS 30-34)</td>
<td>Due by 11:59pm: Ch11-15 Extra Credit</td>
<td>LECTURE EXAM 2 - ONLINE (CH16,22-24)</td>
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<td>3/20</td>
<td>Due by 11:59pm: Lab Quiz #18</td>
<td>LECTURE EXAM 3 - IN CLASS (CH 25-28)</td>
<td>3/20</td>
<td>DROP DATE DEADLINE: 2/27/19</td>
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