BIOL-2401-11063 Anatomy and Physiology I

Instructor: Barton, Jerry
Phone: 817-515-4541
Term: Spring 2016
Official day of record: 02/03/16
100% Refund: 01-18-2016 70% Refund: 02-08-2016 25% Refund: 02-15-2016

Office Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Start</th>
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District Course Requirements

Books

Student Accessibility Resources

Any student with a documented disability needing academic accommodations is required to contact the Student Accessibility Resources (SAR) Office located on each campus to schedule an appointment with the Coordinator of SAR. All discussions are confidential. Because SAR accommodations may require early planning and are not provided retroactively, students are encouraged to contact SAR as early in the semester as possible. SAR is responsible for approving and coordinating all disability-related services. TCC professors will honor requests for accommodation when they are issued by SAR.

Campus Carry

Effective August 1, 2017, the Campus Carry law (Senate Bill 11 ) allows those licensed individuals to carry a concealed handgun in buildings on public community college campuses, except in locations the College establishes as prohibited. Prohibited areas include but are not limited to Theater and Performance Halls, Health Services, Testing Services, Counseling Services, Physical Education, Early College High School Programs, Child Care Facilities, and the TCC Police Department. Under the new law, openly carrying handguns is not allowed on college campuses. For more specific TCC regulations, http://www.tccd.edu/services/police-department/open-carry/campus-carry-regulations/. For emergency information, please go to the following link: https://www.tccd.edu/about/emergency-information/.

Course Evaluation

Student participation in the evaluation process is critical to the college's commitment to quality teaching and academic excellence. Students are strongly encouraged to participate in the process with constructive feedback that is relevant to teaching and course content. The average time to complete the course evaluation is approximately 5-8 minutes. Results remain anonymous and will not be available to faculty until after grades are posted. Please take time to share your comments, suggestions, and concerns.

This course may be evaluated between 02/04/16 and 05/12/16. Course Evaluation.

Title IX Reports of Discrimination Based on Sex, including Sexual Harassment, Sexual Assault, Stalking, Dating Violence, or Gender-Based Harassment

All faculty at Tarrant County College are designated as a "Responsible Employee" and are required to report Sexual Misconduct. State law requires all faculty and staff to report sexual harassment, sexual assault, dating and domestic violence, and stalking against a student or employee to the Title IX Coordinator. TCC cares about the safety of our employees and students and has created this notice because interpersonal violence and sex discrimination in all forms are unacceptable. TCC is committed to holding perpetrators accountable and keeping reporting parties safe. Student's privacy is of utmost importance and TCC will strive to protect your privacy to the extent possible while complying with all applicable federal, state, and local laws and regulations as well as TCC policy.

Students who desire that details of the incident be kept confidential have two options. (1): request to speak with a licensed counselor at a TCC campus (service available free to students), or (2): contact an off-campus rape crisis center.
2401 Lecture


1. Visit: openstaxcollege.org/I/B2SAP and click "Get This Book"

2. Download any format: PDF Free, web view Free, ipad, iphon, mac for $4.99 or buy on Amazon.com for $52.00 ISBN: 978-1-938168-13-0

3. Pick up learning resources: openstaxcollege.org/I/B2SAPress. Pronunciation guide free

Lab: Robertson, Anatomy & Physiology Laboratory Manual Edition: 5th Revised

Author: Barton
Edition: 5th
ISBN: 9780757591273
Copyright Year: 2011
Publisher: Kendall Hunt Publishing

***"A student of this institution is not under any obligation to purchase a textbook from a university-affiliated bookstore.***

"Anything recorded in class (audio or video) may not be distributed or published without professor's permission."

Special Materials:

Optional Materials:
Any of the optional materials listed at your bookstore.
Lab gloves, apron or coat

Focus:

COURSE: Functional anatomy with emphasis on basic principles and physiological activities of different systems of the body.

DESCRIPTION: Laboratory experiments in physiology and the dissection of a mammal. This course is designed primarily for those in health related fields. It is not intended for biology majors or for premed students.

OBJECTIVES:
the body and its components.
Of the body.
1. To develop in the student a broad knowledge of the structure and functions of the structure and functions of
2. To broaden the vocabulary of the student in the areas of biological and medical terminology.
3. To guide the student to an understanding of the interrelationships among the systems and the activities
4. To relate the subject matter of the course to the life of the student and to the nursing profession.
5. To foster in the student a realistic appreciation of the wonders of life.
6. To give the student some insight into how body parts sometimes malfunction.
7. To help the student develop acceptable laboratory techniques.
8. To encourage the student to develop his or her capacity for critical thinking and expression.
You are **required** to take the test as scheduled with the rest of your class. If you are caught cheating you will be given a zero "0" for the first offense. After that I will strive to have you removed from my course. Please refer to the Student handbook on Policies and Procedures.

**Mandatory Attendance**

**Attendance Policy**
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 prescribed 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.

If you plan on withdrawing for any reason, it is your responsibility to withdraw. Do not expect me to drop you because you stopped attending class.

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**.
- A student in an online course is required to successfully complete the online course orientation and actively participate in the course as described in the Instructor’s Course Requirements (ICRs). A student not meeting these requirements may be dropped **at the discretion of the instructor**.

<table>
<thead>
<tr>
<th>Term</th>
<th># of Meetings</th>
<th>15% of class meetings</th>
<th>Student dropped after X days</th>
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<tbody>
<tr>
<td>16 week-1 day a week</td>
<td>16</td>
<td>2.4</td>
<td>3</td>
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<tr>
<td>16 week-2 days a week</td>
<td>32</td>
<td>4.8</td>
<td>5</td>
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<tr>
<td>16 week-3 days a week</td>
<td>48</td>
<td>7.2</td>
<td>8</td>
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<tr>
<td>13 week-1 day a week</td>
<td>13</td>
<td>1.95</td>
<td>2</td>
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<tr>
<td>5-week MWF</td>
<td>15</td>
<td>2.25</td>
<td>3</td>
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<tr>
<td>5-week TTH</td>
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<td>2</td>
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<tr>
<td>8-week MTWH</td>
<td>32</td>
<td>4.8</td>
<td>5</td>
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<tr>
<td>8-week MW or TTH</td>
<td>16</td>
<td>2.4</td>
<td>3</td>
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<tr>
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<td>4</td>
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<tr>
<td>4-week</td>
<td>16</td>
<td>2.4</td>
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<tr>
<td>3-week</td>
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<tr>
<td>*Online Dev Ed</td>
<td>32</td>
<td>4.8</td>
<td>5</td>
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</tbody>
</table>
Grading Criteria:

**EVALUATION**: The course grade will consist of 5 Lecture test grades and 2 laboratory grades for a total of seven (7) Test grades. A’s are reserved for those who average 90 or better, B’s go to 80, C’s to 70, D’s to 60.

There will be no dropping of the lowest test grades. If you are late on lab practical days, if another student has already finished the test and left the room, you will not be allowed to take the test. You must take your test/lab practical with your assigned class at your assigned time.

**You have two weeks after a test to look at it and see if there are any corrections that need to be made.**

**TEST: Possible Points: Actual score:**

Lecture Test #1 100 points __________
Lecture Test #2 100 points __________
Lecture Test #3 100 points __________
Lecture Test #4 100 points __________
Laboratory Exam 1 #6 100 points __________
Laboratory Exam 1 #7 100 points __________
Comprehensive Test #8 100 points __________
Total points equals __________

Lab 30% = exam 1 (15%) + exam 2 (15%)
Lecture = 70% = Each test (14%) x 5 = 70%
Total = 100%

Class Dates:

January 18 is Martin Luther King Day Holiday all campuses closed. If you have labs on Monday or Mon/Wed, you will need to attend another lab that week to make up for the lost time.

April 16, 2016 Last day to drop the course.

Daily Assignments:

ANATOMY AND PHYSIOLOGY 2401

SPRING 2016

Tentative MW Course Schedule: (subject to change)

Jan 20 Introduction to Course/ Chapter 1 An Introduction to The Human Body
Jan 25 Chapter 2: The Chemical Level of Organization
Jan 27 Chapter 2: The Chemical Level of Organization
Feb 01 Chapter 2: The Chemical Level of Organization
Feb 03 Chapter 2: The Chemical Level of Organization
Feb 08 Chapter 2: The Chemical Level of Organization
Feb 10 EXAM I
Feb 15 Chapter 3: The Cell Level of Organization
Feb 17 Chapter 3: The Cell Level of Organization
Feb 22 Chapter 3: The Cell Level of Organization
Feb 24 Chapter 4: The Tissue Level of Organization
Feb 29 Chapter 4: The Tissue Level of Organization
Mar 02 Chapter 4: The Tissue Level of Organization
Mar 07 Chapter 5 – The Integumentary System
Mar 09 **EXAM II**

**Spring Break: Mar 14 to 20**

Mar 21 Chapter 6 – Bone Tissue & The Skeletal System
Mar 23 Chapter 6 – Bones & Skeletal Tissues
Mar 28 Chapters 7, 8 and 9
Mar 30 Chapter 10 – Muscles & Muscle Tissue
Apr 04 Chapter 10 – Muscles & Muscle Tissue
Apr 06 Chapter 10 – Muscles & Muscle Tissue
Apr 11 Chapter 10/11 – Muscles & Muscle Tissue
Apr 13 **EXAM III**

**Last day to drop with “W” April 16**

Apr 18 Chapter 12 – Nervous System & Nervous Tissue
Apr 20 Chapter 12/13 – Anatomy of the Nervous System
Apr 25 Chapter 13 – Anatomy of the Nervous System
Apr 27 Chapter 14 – The Somatic Nervous System
May 02 Chapter 15 – The Autonomic Nervous System
May 04 **EXAM IV**
May 9-12 **EXAM V – Comprehensive Final**
May 13 Grades Due

**Additional Class Information:**

You are required to read the chapters before coming to class.

**Electronic devices:**

The use of electronic devices in class is as follows and may be changed at the discretion of the instructor:

Laptops/Ipads, etc. may be used for taking notes and following along with the class power points. No web browsing will be allowed. If you violate your professor's trust in this policy, you will no longer be allowed to bring your laptop/Ipad etc. into class.
"Anything recorded in class (audio or video) may not be distributed or published without professor's permission."

**Cell phones** may be silenced during regular class sessions. Texting, reading texts, answering the phone etc. is not acceptable.

During tests and/or lab practical all phones and electronic devices will be turned off. Silencing them is not acceptable. If someone needs to get in touch with you they can call our Biology Dept. office at 817-515-4537. Our office assistant will find you in case of an emergency.

**What I need to know:**

Anatomy and Physiology Anatomy and Physiology is a rigorous course. An individual will learn 8,000 to 10,000 new terms in two semesters. For every hour in class there is a minimum of 2 hours outside of class required. This equates as follows: Lecture 3 hours per week, Lab two hours per week = 6 hours for lecture, 4 hours for lab. Note, this is a generalized minimum. Some students will require more time than this to make a C. This is dependent upon the students science background, overall reading level, discipline and basic arithmetic skills.

Below is how I survived my BIOL courses and is a way of study I often recommend to my students. Active Learning

1. Before class: read ahead in the notes and take notes in your own words

2. After class: rewrite your notes and parts of the book that correlate with what we covered that day in class. (use colored pencils and write it in your own words) Speak out loud as you go over the notes.

3. Fri/Sat/Sun Rewrite again, and consolidate the information use 3X5 cards, use the same colors

4. Draw or Photocopy pictures from the text and color them in. As you color, say the information about the structure you are coloring.

5. Check your self from memory, write from memory everything you can about a topic and then check to see what you forgot and write it in.

6. Study partner teach each other/weekly

7. Science tutorial lab: study atmosphere, computer programs, models, wet specimens, etc.

If you have purchased another edition or a used textbook, Mastering Anatomy and Physiology can be purchased from the website: http://www.masteringaandp.com/

**All of the foregoing to subject to change!**

"Anything recorded in class (audio or video) may not be distributed or published without professor's permission."

**SCIENCE TUTORIAL LAB:** The Science Tutorial Lab is located in SCI 1501 and is provided to assist you if you are having difficulty in this course. Hours of operation: Posted on the door

**ATTENDANCE AND WITHDRAWAL:** Required. See above for new attendance policy. The student is responsible for withdrawing from a course before the drop day.

The instructor is required to assign a grade to all students on the class roll who do not officially drop before the drop day. An I (incomplete) is reserved for situations where a student cannot complete a course due to medical or other serious problems. Excessive absences or missing required course assignment deadlines are not causes for an I. Incompletes must be completed within 30 days after
the start of the next long semester or they will become an F.

***NOTE: Think of the instructor as a calculator. I do not give grades, I calculate them according to your performance in the class.***

IMPORTANT DATES: Last day to drop is: April 16, 2013

ALL OF THE FOREGOING IS SUBJECT TO CHANGE ON SHORT NOTICE.

ADACompliance Statement: Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.)

Who needs to arrange reasonable accommodations must contact the appropriate Disability Support Service Counselor at the beginning of each semester. Faculty are authorized to provide only the accommodations requested by Disability Support Services Office.

Students will abide by the Student handbook.

*****Make sure you are taking both lecture and lab. on the same campus*****

TCCD Academic Calendar for important College Dates.
TCCD Student Handbook for information on attendance and withdrawal policy, dishonesty and plagiarism, and student accessibility resources.
Access Course Evaluations for instructions on evaluating courses.
Attendance for attendance requirements.