**Course Title:** Anatomy and Physiology I **Section**: E1

**Course number:** SCI 201 **Credit hours:** 4

**Semester:** Spring 2019 **Office:** TBA

**Email Address:** ptwong@rcc.mass.edu

**Instructor:** Dr. Phillip Wong

 **Office Hours:** Wed. 5:15PM to 6PM

 Also, immediately after class and by appointment.

 I am always accessible with email when off campus.

**Class Time and Location:**

 Lab: Mon. 6:00PM - 8:45PM Room 3-403

 Lecture: Wed. 6:00PM - 8:45PM Room 3-422

**Course Description:**

SCI 201 - Anatomy & Physiology I - Total Credits - This course is designed to provide students with a basic understanding of the structure, function, and disorders of the human body. Topics include an overview of the integumentary, skeletal, muscular, and nervous systems, as well as discussion of tissues and special senses. A three-hour lab session is required each week.

**Prerequisites:** Biology II (SCI 104)

**I reserve my right to withdraw any student who has not completed all the prerequisites with a grade of “C” or better from this course at any time.**

**Instructional Objectives/Student Learning Outcomes:**

 1. To provide basic understanding and working knowledge of the human body.

 2. To develop writing and critical thinking.

 3. To understand organizational and functional relationship between vital systems. To

 explain that the structure of virtually every body part is suited to the role it plays.

 4. To explain how the body maintains itself on a day-to-day basis through the

 mechanisms of integumentary, skeletal, muscular, nervous, and special senses. To

 define medical terminologies associated with each system.

 5. To describe the symptoms, causes, treatment, prognosis, and lifestyle effects of several

 basic pathologies within the integumentary, skeletal, muscular, and neurological

 systems including the special senses.

 6. To develop basic dissection skills. Dissection will provide an opportunity for you to

 examine organs and tissues in a condition that closely resembles actual life.

**Textbooks** (required):

1. Fundamentals of Anatomy and Physiology, 11 Ed. (2018), by Frederic Martini, Nath, and Bartholomew, Pearson (ISBN:978-0-13-439602-6)

 2. Laboratory manual for Anatomy and Physiology, 6th Edition (2017), by Michael G.

 Wood. Pearson (ISBN: 13:978-0-13-413018-7)

The textbook and laboratory manual will be on reserve in the Roxbury Community College Library with usage only in the Library.

**REQUIRED MATERIALS:**

1. **Jenzabar and Mastering A&P**: Access through the Roxbury Community College homepage. You will make sure you have a computer account and computer access throughout the semester. Jenzabar will be used to post announcements, links to all additional resources, grades, and lecture power-point slides. Mastering A&P will be used to post all homework assignments, quizzes, and possible exams. **All students can register the Mastering A&P with your RCC email, Course ID name: MAPWONG17800, and your Access Code USSMUP-MILLI-INANE-TOGUE-PRATO-ROPES.**
2. **Textbook and Lab Manual Required**: as noted above.
3. **PowerPoint:** May be used to view slides on any device with Power-point software.

**Teaching Procedure**: There will be a two hour and 45 minute lectures/discussion each week. Students are encouraged to actively participate in the discussion and ask question at any time during lecture or laboratory period. Audiovisual materials such as overhead transparencies, video clips, and slides will be used as the primary aid to the lecture and lab. The students are responsible for reading the assigned chapters or pages for each topic before the topic is discussed in class. If needed, I may lecture in the lab.

My teaching style consists of active engagement which includes three major aspects of learning:

 1. Discussion (critical thinking skills)

 2. Learn by doing (hands on activities)

 3. Peer to peer learning.

**It is critical to read the material/topics in advance before class starts so all students can be actively engage and participate. This will increase the maximum efficacy and production of learning inside the classroom.**

**GRADING POLICY:** Grades will be based on 3 exams (including an optional comprehensive final), quizzes, homework, and laboratory work.

The breakdown for the grading is as follows:

* 55% Exams
* 10% Quizzes
* 10% Homework
* 25% Laboratory
	+ 5% Lab Quizzes
	+ 5% Lab Participation
	+ 15% Lab Practical (2)

Grades will be allotted solely based on your final weighted %

 100 - 93% A

 92.99% - 90% A-

 89.99% - 87% B+

 86.99% - 83% B

 82.99% - 80% B-

 79.99% - 77% C+

 76.99% - 73% C

 72.99% - 70% C-

 69.99% - 67% D+

 66.99% - 63% D

 62.99% - 60% D-

 59.99% - 0% F

I strongly believe in the ability of each and every one of you to do well and that you are all best served with honest reporting of your performance. As such**, it is my policy not to round grades**. If you would like help strategizing how best to achieve a desired grade, please come see me. The earlier, the better!

**COURSE POLICIES:**

* I will only schedule make-up exams, lecture quizzes, and lab quizzes for excused absences because of 1) a religious reason (see below) or 2) a medical emergency or 3) death of an immediate family member or 4) court date. If in doubt as to whether your absence is excused or not, please ask.
* A written medical letter, court document, or other appropriate documentation is necessary for all excused absences listed above. There are no exceptions. If possible, please schedule your make-up time in advance. In the event of an emergency, you must schedule a make-up time with me **by the very next class period otherwise you will receive a zero.**
* LIMIT: 1 EXCUSED ABSENCE FOR EXAMS IN ONE SEMESTER. For lecture quizzes, make-ups will be offered only with documentation. Any makeup exam or lecture quiz may be of a different form than the original offered to the class and is administered at my discretion.
* Any student who is unable, because of his/her religious beliefs, to attend class or participate in any examination or work requirement on a particular day shall be excused and provided the opportunity to make up the examination or work. Please contact me during the first two weeks of the semester if this situation applies to you.
* If you find that you have an ongoing condition, you will need to provide detailed documentation and work with the Student Accessibility Services to get accommodations (see below).
* Late submissions on Mastering A&P HW assignments will **not** be accepted. You will receive a 0 if it is not submitted on time with Mastering A&P. There will be posted deadlines for each Mastering A&P HW assignment. For whatever reason you missed the HW deadline assignment there will be only a 1 time exception for not getting a zero, however your specific HW assignment grade will be deducted 25% (penalty) from your calculated score. If it is an excused absence with documentation, there will be no penalty deduction.
* Cheating on exams or quizzes will not be tolerated and will result in a zero for all parties involved.
* You may drop only one lecture exam score and only one lab quiz score.
* Lab quizzes are unannounced and given on a daily basis during the beginning of each lab class. If you come in late and miss it without a valid excuse that is listed above, the score will be given a 0. No exceptions.
* Lab participation is graded in every lab. It requires you to arrive on time and leave class at the designated time. If you arrive late or leave early, points will be deducted (50% of grade). Lab participation also consist of clean-up after lab activities (25%) and active engagement and/or assignments (25%).

**Diversity and Accessibility Statement:**

Roxbury Community College (RCC) values diversity and is committed to providing all qualified college students equal access to all programs and facilities. RCC strives to create inclusive and welcoming academic environments. Your professor and Accessibility Services should be notified as soon as possible if there are aspects of the instruction or design of this course that present barriers to your success in this course.

Students with known or suspected physical, medical, sensory, psychological, and/or learning disabilities are encouraged to contact Accessibility Services in order to assess learning needs and take advantage of available academic accommodations. Accessibility Services is located in Building 3, Room 201A. Accessibility Services can be contacted directly at accessibility@rcc.mass.edu and 857-701-1410.

**Incomplete (I) Grade**: The letter grade “I” (Incomplete) may be given to a student at the instructor’s discretion with an ‘Incomplete Grade Contract’ when a student has made satisfactory progress in a course and has completed most of the work, but for reasons beyond the student’s control, has not completed a significant course requirement such as the final exam or paper. Students receiving an “I” must submit all work necessary to complete the course by the last day of final exams in order to receive credit for that course. (Students enrolled in a Fall semester course must complete the work by the end of the following Spring semester; students enrolled in a Spring or Summer course must complete the work by the end of the following Fall semester.) Requests for extensions beyond the deadline must be submitted in writing by the student with faculty (or Dean in absence of faculty member) approval to the Registrar’s office before the deadline date. Requests for extensions will not be considered after the deadline passes, at which time the “I” grade will convert to an “F” grade. Under no circumstances can an “I” grade be changed to a “W,” “WA” or “NA” grade.

**11. Policy on Dishonesty**: The following are the possible causes for dismissal:

1. Attempting to present the work which is not his/her own.

2. Cheating on exams.

3. Plagiarizing or aiding and abetting another student in such attempt.

Any student cheating on a test or helping another student cheat will be given a **grade of zero** for the test.

**12. Withdrawal**: Students who choose not to remain in class are responsible to fill up the proper withdrawal forms. Students who don’t officially withdraw on time as stated on the academic calendar will receive a grade of “F” in the course. I cannot withdraw you from the course; you must complete the procedure in with the registrar.

**Steps to Promoting Positive Classroom Atmosphere**

1. Students are expected to attend all scheduled classes.
2. Students are expected to be in class on time.
3. Students are expected to remain in class for the entire instructional period.
4. Students are expected to remain alert throughout the entire instructional period.
5. Students are expected to come to class free of alcohol and/or drugs.
6. Students are expected to be respectful of opposing opinions.
7. Students are expected to not interrupt a faculty member or other students when they are speaking.
8. Students are expected to address student specific concerns prior to or after the instructional period.
9. Students are expected to use respectful language throughout the instructional period.
10. Students are expected to receive the faculty’s permission prior to using cell phones, laptops, or other electronic equipment.
11. Item 25 of the Student Code of Conduct states: “Discipline in the Class: Disrupting the classroom is a violation of the College’s Student Code of Conduct. Such Conduct shall include, but not limited to cell phone use, text messaging, speaking without permission, eating food in the classroom, and not following the directions of the instructor. A faculty member has the right to remove a disruptive student from class, pending a review of the situation by the Dean of Enrollment Management and Student Judicial Affairs.”

**Anatomy & Physiology I Spring 2019**

 **TENTATIVE LECTURE AND EXAM SCHEDULE**

 **Subject to change when needed**

**DATE TOPIC READING CHAPTER**

Jan. 23 Introduction – Syllabus

 Introduction to A&P 1

Jan. 30 Cont. - Introduction to A&P

 The Chemical Level of Organization 2

Feb. 6 The Cellular Level of Organization 3

 **Lecture Quiz #1**

Feb. 13 Tissue/ The Integumentary System 4, 5

Feb. 20 **Exam #1**

Bones and Bone Structure 6

Feb. 27 Cont. Bones and Bone Structure/Axial Skeleton 6, 7

March. 6 Appendicular Skeleton/Joints 8, 9

March. 13 **Lecture Quiz #2**/ Muscle Tissue 10

March. 20 Spring Break

March. 27 Cont. Muscle Tissue/ Muscular System 11

April. 3 The Muscular System/ **Exam #2**

April. 10 Nervous Tissue 12

April. 17 Nervous Tissue/ Spinal Cord & Spinal Reflexes 12, 13

April. 24 **Lecture Quiz #3**/ Brain & Cranial Nerves 14

May. 1 Brain & Cranial Nerves/ Special Senses 14, 17

May. 8 Review/**Exam #3**

**Week of May 11 to 17 Final Exam**

 **A&P I Lab Guide                                Section E1                                     Spring 2019**

 **REVISED TENTATIVE LAB SCHEDULE**

**Subject to change when needed**

**DATE                                                               TOPIC                         LAB EXERCISE**

Jan. 28                                      Laboratory Safety & Orientation

                                                 Assignment of Slides and Microscope

  Introduction to the Human Body                     1, 2, & 4

                                                 Use of the Microscope

Feb. 4 Anatomy of the Cell                               5

Feb. 11                                      Epithelial & Connective Tissue 7 & 8

Feb. 25                                    Integumentary System                       11

March. 4                                    Organization of the Skeletal System                  13, 14

                                                 Axial Skeleton: The Skull

Mar. 11                                     Appendicular Skeleton &                                   15, 16

                                                 Articulation / **Lab Practical #1**

Mar. 18**Spring Recess:     No School**

Mar. 25                                    Skeletal Muscles: Part 1                                   17,18, 19

Apr. 1                                      Skeletal Muscles: Part 2

Apr. 8                                   Skeletal Muscles: Part 3                                       20, 21

Apr.22                                    NerveTissue                                                                                     Organization of the Nervous System,               23, 24

  Spinal Cord/Anatomy of the Brain

Apr. 29                                   Anatomy of the Eye & Ear             Ex. 30, 31, 32

May 6                                     **Lab Practical #2**

**A&P II Lab Guide Spring 2019**

**TENTATIVE LAB SCHEDULE**

Students should bring the following materials to each laboratory session:

Lab manual, unlined paper (for sketches or drawings), a notebook for taking notes, pencils, eraser, and any related handouts.

The lab exercise should be read before the lab. In the library there are slide boxes for A&P I, and 6 microscopes. Students are not allowed to check these items out of the library. They are only allow to use these items in the library. If students want to go there to use the items they must bring their class schedule to show that they are enrolled in A&P I.

**Lab Quizzes**:

Lab quizzes will be given at the beginning of each laboratory session. These quizzes will cover only the previous week’s lab work. **The quizzes will begin promptly at 6:00 and if you are late for lab you will miss part or all of the quiz. Missed lab quizzes cannot be made up.**

**Microscopes**:

Individual microscopes can be found in the cabinet in the corner of the room, next to the windows. Put your coats, bags, and other personal belongings not necessary for the lab under your lab table and not on the lab tables.

**To Replace Microscopes**:

1. Wind cord around the microscopes, beneath the stage.

2. Put lowest power objective lens (4x or 10x) in place.

3. Remove slide from microscope. Stage should be dry and clean.

4. Carry it with two hands, and place it in the microscope cabinet which matches the

 number on the microscope.

5. If a microscope does not work, tell your instructor, or the lab assistant, or put a note on

 it indicating what you think is wrong with it.