

VALENCIA COMMUNITY COLLEGE - WEST CAMPUS
HUMAN ANATOMY AND PHYSIOLOGY I
BSC 2093C - CRN ----- & -----
COURSE SYLLABUS AND SCHEDULE

PROFESSOR: Kamal

OFFICE: HSB-121

CONTACT: kkamal@atlas.valenciacollege.edu
407-582-1257 (LEAVE A VOICE MESSAGE)

OFFICE HOURS: 6:45 a.m. - 7:25 a.m. **Monday & Wednesday**

PREREQUISITES: MCB 2010C and/or BSC 1010 and/or BSC 1005

DESCRIPTION: The human body is studied using the system approach, incorporating anatomical and physiological concepts. Six hours lecture and lab instruction. Four credit hour course. The course is organized to include four human biological units:

1. Basic structure and function of tissues, with review of cell biology and introduction to anatomical terms. The system approach begins with the skin (Integumentary system).
2. Support and movement structure (Musculoskeletal system).
3. Integration and coordination (Nervous system, organs of perception, and Endocrine systems).
4. Transport (Hematology).

REFERENCES:

- Highly Recommended
1. A&P CD's Package (Part I) by K. Kamal (Audible Lectures and Lab Assistant)
 2. Laboratory Exercises in Anatomy and Physiology latest edition by F. Frierson
 3. Principles of Anatomy and Physiology latest edition, by Tortora
 4. Faculty Web site (<http://faculty.valencia.cc.fl.us/kkamal>)

- Optional
1. Hole's Human Anatomy and Physiology latest edition by D. Shier et al
 2. Student's Study Guide accompanying either text
 3. Taber's Cyclopedia Medical Dictionary, latest edition
 4. Wikipedia (<http://wikipedia.org>)

CLAST/VCC STUDENT

COMPETENCIES: In addition to specific biology objectives, this course will also reinforce the following competencies:

1. **Think** clearly, critically and creatively. Analyze, integrate and evaluate in many domains of human inquiry. Make reasoned choices.
2. Make reasoned **value** judgments and responsible commitments. Recognize the value of human aesthetics. Develop skills necessary for good citizenship.
3. **Communicate** with different audiences using varied methods.
4. **Act** purposefully, reflectively and responsibly. Read, write and develop logical conclusion skills.

GRADING POLICY: Students are exposed to a number of evaluating/assessment tools, each is composed of points. Grading is calculated by dividing points earned by total number of points possible. Evaluating/assessment tools are: lecture (module) examinations, quizzes, lab practical exams, final exam, attendance and homework (if applicable).

The Grading Scale is as follows:

90 - 100%	= A
80 - 89%	= B
70 - 79%	= C
60 - 69%	= D
Below 59%	= F

Mid-term evaluation form will be given verbally or in a written form to each student on **March --, 20--**. (Please leave your current phone number with your instructor and/or update your Atlas account.)

COURSE REQUIREMENTS:

1. **Attendance** is mandatory for both lectures and labs. Each attendance is equivalent to points, 1 point for each lecture and 1 for each lab per week. Absence, tardy or leaving early subtracts the total points assigned to each class meeting. [This is part of your performance and is an incentive for your success in this rigorous course.] If student is **NOT** in class or did not reply when his/her name is called, he/she will be considered absent (no show) or tardy (show up afterward) or leave early. **Attendance points are part of your final grade.**

It is the student's obligation to notify the instructor if absence, lateness or early dismissal is unavoidable. Leave a message on the following number, 407-582-1257, and state that you will be absent or late **prior** to the lecture or lab time.

Excused absence or tardiness is **NOT** applicable toward your quizzes, lab practical or due homework or total points gained from attendance. Excused absence **should not exceed a total of 3 class meetings**, otherwise notification of prolonged absence will follow.

Prolonged absence will be defined as absence of 3 class meetings, whether excused or unexcused. As a consequence, students will be notified by his/her Atlas account via email and will be followed by withdrawal from the course. (Please leave your current address with Valencia=s Record Department/Atlas account and log onto your account weekly.)

Class meeting represent scheduled meeting for either lecture or lab. The instructor will record your attendance at the beginning of each meeting by calling your name. Again, if students are not in class (do not reply) when their names are called, they will be considered absent, or show up late, considered tardy or leaving early. Such incidences results in receiving **NO Points** for attendance, regardless of reasons.

2. **Conduct - behavior** in class meeting is considered essential for the learning environment. Disruptive behavior in any shape or form will not be tolerated by your instructor and violates the Student Code of Classroom Conduct. The instructor may initiate a warning, personal conferences and dismissal from the class meeting. **A repeated misconduct in class will be regarded as the equivalent to a prolonged absence and will be reflected in your Atlas account. This will be followed by withdrawal from the course if the disruptive behavior is repeated.**
Examples of disruptive or distracting activities include, but are not limited to:
 - a. Side discussions that distract from the learning process or impede the ability of other students or the instructor to obtain the full benefit of the educational presentation.
 - b. Utterances of threats or “fighting words” directed specifically toward other persons with the purpose or effect of creating a hostile educational environment, or which may be expected to incite imminent or immediate violence.
 - c. Lewd or indecent conduct.
3. **Reading assignments** are shown in your tentative course schedule and should be completed **prior** to lectures or labs except for the first meeting.
4. **Eating and drinking** in classroom and lab are prohibited.
5. Use proper judgement with all **laboratory equipment** (microscopes, charts, life-size torsos, skeletons, chemical reagents, glassware, and other sharp and non-sharp instrumentation). Laboratory instruments and/or specimens are not to be removed from the lab. This equipment is there to give each student a broad-spectrum, hands on anatomy and physiology experience. The time assigned in the lab is as valuable and informative as the lecture. Your participation (individually or as a group) is highly required. Avoid marking/pointing with pencils or pens onto anatomical/physiological specimens.
6. **Academic dishonesty** in any form will **NOT** be tolerated by your instructor and VCC staff. Any student determined by the professor to have been guilty of engaging in an act of academic dishonesty shall be liable to a range of academic penalties as determined by the professor which may include, but not be limited to, one or more of the following: loss of credit for an assignment, examination or project; a reduction in the course grade; or a grade of **F** in the course.

Students guilty of engaging in a gross or flagrant act of academic dishonesty or repeated instances of academic dishonesty shall also be subject to administrative and/or disciplinary penalties which may include warning, probation, suspension and/or expulsion from the college. College Policy 6HX28:(10-16)

7. **Withdrawal Policy:**

Deadline date for withdrawal (W) in the Spring Term is **March --, 20--**.

Before the deadline = W

After the deadline = WP or WF (P = Pass, F= Failure)
depending on accumulated points (which includes points received from attendance, exams, quizzes, and lab practical) to the date of last attendance.

Failure to take final exam = WF.

* If you are planning to withdraw from the course, please notify me verbally or leave a message at 407-582-1257. DO NOT expect me to read into your attendance pattern. It is your responsibility to let me know if you decide to withdraw. It is difficult for me to initiate the withdrawal when I do not hear from you. Your success is important to me.

LECTURE EXAM:

Location: Classroom/Lab room

Dates: See Tentative Course Schedule

Duration: Within the work hours of classroom meeting.

Each exam consists of 150 questions. You are asked to answer all questions, however your grade is based on 120 questions only. **Total points from 3 lecture exams: 120 x 3 = 360 points**

QUIZZES:

1. Pay particular attention to figures, charts, diagrams, tables and handouts, and expect any form of examination.
2. They give an on-going assessment and carry a well proportion of your final accumulated points.
3. The number of quizzes given varies depending on course schedule, 8 on average. **(See the Tentative Course Schedule for timing and number.)**
4. Each quiz accounts for 30 points regardless of number of questions. **Total points from quizzes is calculated by multiplying 30 x number of quizzes**, e.g. 30 x 8 = 240 points.
5. Quizzes can be replaced (instructor discretion) by typing Self-Quiz Questions found at the end of each chapter and answering the 15 questions appropriately. The grades will be calculated according to time of completion (i.e., the earlier the instructor receives the completed assignment the better the points earned.) **No points given to past due dates. No consideration will be given if a student is absent at the time of quiz announcement. Instructor will determine the due dates (DD). This is another incentive for your success in this course. Please comply fully to avoid missing a better grade.**

LAB PRACTICALS: Total of two: One on **February --, 20--**
Second on **April --, 20--**

Consists of 40 stations and each includes 2 questions related to lab performance (details at class meeting) and comprehension of theoretical concepts. You will have **1 minute** to finish each station. You are asked to answer all questions, though your grade is based on 60 questions only. **Total points from 2 lab practicals: 60 x 2 = 120 points**

FINAL EXAM: This exam weighs same value as a lecture exam. 60-70% of the questions should cover the last chapters and the remain should cover all other chapters. There will be a general review prior to the final assessment in a form of lecture or within the contents of the audible CD. **Total points from Final Exam = 120 points.** **It is NOT wise to wait until the final exam to improve your overall grade.**

GRAND TOTAL POINTS:

Grand total is calculated by adding points gained from lecture exams, quizzes, lab practicals, attendance and final exam. The gained points are divided by total possible points and apply the grading scale described earlier (see Grading Policy and chart).

§ Students may use the accompanying chart to calculate their earned points from different evaluation tools or ongoing assessments throughout the term.

§ Please fill the accompanying chart and keep it private. This avoids inspecting your grades and others from the instructor=s test records.

HOMEWORK = EXTRA CREDIT:

Students are encouraged throughout the course to submit a written report/essay about two particular subjects, which is designated by the instructor. The **due dates are prior to each lab practical**. Each homework will be considered separately as extra curricular work and aims at preparation for research project. Homework weighs 1% of the grand total points, and will be considered in the final grade. If a student=s grand percentage is 79% or 78%, for instance, and the student submitted one or two homework assignments respectively, then the homework will be added to the general percentage and can help the learner to move from a grade of D to C, or C to B, or B to A. But if the grand percentage is below 78%, turning in homework will not improve the grade.

This extra credit work aims as an incentive to borderline students but does not obligate the instructor by any means to add to the general percentage.

MAKE UP:

§ DEFINED AS EXAMS WHICH ARE NOT TAKEN BY THE STUDENTS AS SCHEDULED

§ NO MAKE UP FOR LAB **PRACTICALS** AND **QUIZZES**

§ MAKE UP LECTURE (MODULE) EXAMS ARE NOT ENCOURAGED. IF IT IS NECESSARY FOR ACCEPTABLE REASONS THEY WILL BE IN THE FORM OF VERBAL EXAM OR ANY OTHER FORM HELD BEFORE THE LAB IN THE SAME WEEK OR THE WEEK IMMEDIATELY FOLLOWING (i.e. no roll over for 2 weeks). AUTOMATIC DEDUCTION OF 1% OF THE TOTAL POINTS ASSIGNED FOR THE MAKEUP ASSESSMENT.

§ STUDENTS WITH **DISABILITIES** SHOULD BE IDENTIFIED AT THE FIRST CLASS MEETING, SO THAT THE INSTRUCTOR CAN ARRANGE REASONABLE TIMING FOR THEIR EXAMS AT THE TESTING CENTERS AND LAB PRACTICALS BY POSITIONING HIM/HER AT THE TAIL OF THE GROUP MOVEMENTS.

DISCLAIMER:

Changes in syllabus and/or course schedule may be made at the discretion of the instructor.

TENTATIVE COURSE SCHEDULE

WK	DATE	(M) LABORATORY TOPICS/EXERCISES/PRACTICALS	REF.	(W) LECTURE TOPICS	REF.
1	01--- 01---	Review of Cell Biology (CB) Orientation to Human Body (HB)	C3 C1	L: Cont. HB Tissues (T) Q: 4 (1, 3, 4, 5) DD: --/--	C1 C4
2	01--- 01---	NO CLASS (MLK DAY)		T (Cont.) Integumentary System (IS) Mammary Gland pp 1083!1084 Body Temp pp 976-979	C4 C5 C28 C25
3	01--- 01---	P: TP Across Membrane: Filtration, Dialysis D: Diffusion, Osmosis, Light Microscope H: Epithelial + Connective T. + Skin [Assis.CD] M: A	E2 E1,2,5 FWS	IS (Cont.) Joints (J)	C5 et al C9
4*	01--- 01---	L: Skeletal System (SS) P: Movements at J. pp 251-255	C6,7,8 C9	TEST: A (1, 3, 4, 5)	
5	02--- 02---	D: Bone B Landmarks (Axial + Appendicular) D: X-Ray Films (Selective), Cut Femur, Jar of Vertebrae H: Osseous T. pp 51-54 [Assis.CD]	C8 E5		
6	02--- 02---	L: Muscular System A: Skeleton: Axial & Appendicular A: Rep. of Human Muscles [Assis.CD] (HMT) H: Muscle T. pp 91-94 [Assis.CD] M: B	C10,11 C8 H0 E7	Nervous System I (NS) Fundamental Reflex Arc pp 460!467	C12 C13
7	02--- 02---	LAB PRACTICAL I (Weeks 1-6)		Nervous System II (NS) CNS (Brain & Spinal Cord)	C13,14
8*	02--- 02---	L: NS II CNS (Brain & Spinal Cord)	C13,14	TEST: B (6, 7, 8, 9, 10, 11) Q: 4 (12, 13, 14, 15) DD: --/--	
9	03--- 03---	L: NS III PNS pp 446!458/500!514 ANS	C13,14 C15	NS III (Cont.)	C13,14,15
10	03--- 03---	SPRING BREAK		SPRING BREAK	
11	03--- 03---	A: Human Brain pp 145!149 [Assis.CD] Dissection of Sheep Brain pp 137-143 Cr. N. Sheep Brain p 146, Spinal N. H: Neurons p 131/Nodes of Ranvier p 136/Peripheral N. p 136 Spinal Cord pp 160, 161 [Assis.CD] P: Human Reflexes pp 161!163 Assessment of Cr. N. pp 152-168	E9 E9 E9 E9 E12, H0 E11	Receptors of NS (General, Special)	C16,17
12	03--- 03---	L: Receptors (Cont.) M: C	C16,17	Endocrine System (ES)	C18
13*	04--- 04---	H: Pacinian Corpuscle, Taste Buds pp 165-168 [Assis.CD] P: Referred Pain A: Eye & Ear pp 169-184 [Assis.CD] P: Assessment of Vision & Hearing pp 169-184 D: Ophthalmoscope & Otoscope	E13 H0 E13 E13	TEST: C (12, 13, 14, 15, 16, 17)	
14	04--- 04---	L: Endocrine System H: Thyroid/Parathyroid/Adrenal/Islets of Langerhans pp 333!335 Blood Smear pp 185-192 [Assis.CD] D: Pulse Oxymeter F: Blood Grouping, Fibrin Formation (PRN)	C18 E30 E14	Blood	C19
15	04--- 04---	LAB PRACTICAL II (Weeks 8-14)		Blood	C19
16	04---	FINAL COMPREHENSIVE EXAM CRN: ---- TIME: 1300-1530 LOCATION: HSB 106 CRN: ---- TIME: 1700-1930 LOCATION: HSB 106			

Key to Abbreviations: A = Anatomy, B = Biochemistry, C = Text Chapter, D = Demo, DD = Due Dates, E = Lab Exercise, F = Film, FWS = Faculty Web site, H = Histology, HMT = Human Model Torso, HO = Hand Out, HW = Homework - Extra Credit, L = Lecture at Lab Time, M = Mock Exam, P = Physiology, Pt = Points, p̄ = Afterward, PRN = if necessary, Q = Self Quiz Question, TBA = To Be Announced, Y = Embryology

* Reminder of the Lecture Exam weeks

Your Name: _____

Your VCC ID#: _____

Evaluation Tools	Points Earned	Possible Points	Percentage	
Quizzes 1		30		
2		30		
3		30		
4		30		
5		30		
6		30		
7		30		
8		30		
Test A		120		
B		120		
C		120		
Lab Practical I		60		
II		60		
Extra Credit 1		05	1%	
2		05	1%	
Final Exam		120		

GOOD LUCK!

College is an experience of self-enlightenment

“The responsibility for learning ultimately rests on the student’s shoulders”