

**Basic Course Information**

Semester:	<b>Fall 2023</b>	Instructor Name:	<b>Setareh Madani</b>
Course Title & #:	<b>Human Anatomy and Physiology I/ BIOL 200</b>	Email:	<b>setareh.madani@imperial.edu</b>
CRN #:	<b>10020</b>	Webpage (optional):	<a href="https://imperial.instructure.com/courses/23360">https://imperial.instructure.com/courses/23360</a>
Classroom:	<b>Room 2737</b>	Office #:	<b>2779</b>
Class Dates:	<b>8/14/23 – 12/9/23</b>	Office Hours:	<b>Mon 2 – 2:30 pm Online via Zoom Tue/Thu 2:05 – 2:35 pm Online via Zoom Wed 2 – 4:30 pm Online via Zoom Zoom: <a href="https://cccconfer.zoom.us/j/6512389098">https://cccconfer.zoom.us/j/6512389098</a></b>
Class Days:	<b>TR</b>	Office Phone #:	<b>760 355 6148</b>
Class Times:	<b>9:35 – 10:40 AM 10:50 – 2:00 PM</b>	Emergency Contact:	<b>Department Secretary: 760 355 6155</b>
Units:	<b>4</b>	Class Format:	<b>Face-to-Face/On Ground</b>

**Course Description**

A two-semester study of the structure and function of the human organism, from the molecular to the gross level. This course may require the use of human cadavers for observation and/or dissection. Preparatory for RN program and paramedical programs. (C-ID: BIOL 115B S with BIOL 202) (CSU, UC credit limited. See a counselor.)

**Course Prerequisite(s)**

BIOL 100 or BIOL 122 or BIOL 124 or BIOL 180 or BIOL 182, with grades of “C” or better; or successful completion of Intermediate Algebra or appropriate placement as defined by AB 705 and current California LVN/RN license.

**Student Learning Outcomes**

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Display critical thought related to key concepts in human anatomy and physiology using written and/or oral forms of expression and examination. (ILO1, ILO2, ILO5)
2. Identify basic anatomy and physiological processes related to the human body. (ILO1& ILO2)

**Course Objectives**

Upon satisfactory completion of the course, students will be able to:

1. List the classification and characteristics of the human organism and describe the body's organization, region, and cavities.
2. Describe the structure and function of the cells, cell organelles, and cell division, genetic regulation, and protein synthesis.

3. List and describe the types, functions, and locations of the different tissues in the body.
4. Describe the structure and functions of the integumentary system.
5. Describe the structure and functions of the skeletal system and identify the main bones and joints and different types of articulations.
6. Explain the structure and functions of the muscular system, molecular model of muscle contraction, and identify main muscles' names, locations, and actions.
7. Explain transmission and regulation of nerve impulses and describes the structure and functions of the nervous system, including the brain, spinal cord, and sensory organs.

### Textbooks & Other Resources or Links

J. G. Betts et al. *Anatomy and Physiology* OpenStax, ISBN: 9781938168130. This is an OER textbook and digital access to this textbook is free: <https://openstax.org/details/books/anatomy-and-physiology>

### Course Requirements and Instructional Methods

Teaching will be aided with the use of PowerPoint slides based on the materials derived from the textbook and other sources. Videos and question sets will be used as well.

#### EXAMS:

There will be four online equally weighted cumulative exams, excluding the final exam, with multiple-choice questions, true or false, or/and essay questions. Each of these exams will be worth 50 points. It will provide you with 200 possible points to take.

Final exam will be **cumulative** as well, and in two parts, with a total of 100 possible points to take. Part one of the final exam will cover the first half of the course material, with 50 possible points, and part two will cover the second half of the course material, with 50 possible points.

Except for the first exam, which covers all new chapters, you will receive study guides for the other exams to let you know which areas of each of the previous chapter you need to review for that exam. Previous chapters are the ones covered by another exam before. For example, for exam 2, previous chapters will be the ones covered by the first exam.

Weekly assignments, including question sets, case studies, or/and discussions will have 200 possible points to take. You will get detailed instructions on what you need to do as your weekly assignments at the beginning of each week. The instructions will be posted on Canvas as weekly announcements.

- **The instructions will be posted on Canvas as weekly announcements.**
- **Since the course is fully online, our communication happens online mainly through the announcements which are posted on the Canvas page. So, it is very important to check the announcements frequently. NO EXCUSE WILL BE ACCEPTED IF YOU MISS THE ANNOUNCEMENTS.**

#### Important Note:

- All exams and assignments will have due dates. **It is your responsibility** to read the instructions carefully and check the due dates to make sure you submit the assignments on time and before they are due. Missed weekly assignments/exams will get a zero.
- If you have a valid reason for missing a due date, **it is your responsibility** to let your instructor know about it as soon as possible, otherwise you will get a zero for the missing assignment.
- **It is your responsibility** to frequently check and read the new announcements thoroughly on Canvas.



Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time and two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

### Course Grading Based on Course Objectives

5 Equally weighted Cumulative Exams.....	5 x <b>50 pts</b> .....	<b>250 pts</b>
Final Exam (cumulative) in two parts .....	2 x <b>50 pts</b> .....	<b>100 pts</b>
25 Weekly assignments, including question sets, case studies, etc. ....	30 x <b>10 pts</b> .....	<b>300 pts</b>
<b>Total</b>		<b>650pts</b>

**A: 90 – 100 %**

**B: 80 – 89.9 %**

**C: 70 – 79.9 %**

**D: 60 – 69.9 %**

### Course Policies

#### Attendance:

In an online course, **student participation is equal to attendance**. Active participation throughout the semester is critical to your success and required as the primary proof of your attendance in the course and for IVC to use federal aid funds.

In compliance with the campus attendance/participation policy posted below, any student who does not complete the first assignment(s) may be dropped from the course.

Acceptable indications of attendance are:

- Student submission of an academic assignment
- Student submission of an exam
- Student participation in an instructor-led Zoom conference
- Documented student interaction with class postings, such as an interactive tutorial or computer-assisted instruction via modules
- A posting by the student showing the student's participation in an assignment created by the instructor
- A posting by the student in a discussion forum showing the student's participation in an online discussion about academic matters
- An email from the student or other documentation showing that the student has initiated contact with a faculty member to ask a question about an academic subject studied in the course.

Logging onto Canvas alone is NOT adequate to demonstrate academic attendance by the student.

- A student who fails to attend the first meeting of a class or does not complete the first assignment(s) of an online class may be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For

online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.

- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as ‘excused’ absences.

### **Academic honesty:**

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another’s work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- Plagiarism is taking and presenting as one’s own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to “cite a source” correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the [General Catalog](#) for more information on academic dishonesty or other misconduct. Acts of cheating include, but are not limited to, the following: (a) plagiarism; (b) copying or attempting to copy from others during an examination or on an assignment; (c) communicating test information with another person during an examination; (d) allowing others to do an assignment or portion of an assignment; (e) using a commercial term paper service.

### **How do I show academic honesty and integrity in an online “classroom”?**

- **KEEP YOUR PASSWORDS CONFIDENTIAL.**
  - You have a unique password to access online software like Canvas. Never allow someone else to log-in to your account.
- **COMPLETE YOUR OWN COURSEWORK.**
  - When you register for an online class and log-in to Canvas, you do so with the understanding that you will produce your own work, take your own exams, and will do so without the assistance of others (unless directed by the instructor).

### **Examples of Academic Dishonesty that can occur in an online environment:**

- Copying from others on a quiz, test, examination, or assignment,
- Allowing someone else to copy your answers on a quiz, test, exam, or assignment,
- Having someone else take an exam or quiz for you,
- Conferring with others during a test or quiz (if the instructor didn’t explicitly say it was a group project, then he/she expects you to do the work without conferring with others),

- Buying or using a term paper or research paper from an internet source or other company or taking any work of another, even with permission, and presenting the work as your own,
- Excessive revising or editing by others that substantially alters your final work,
- Sharing information that allows other students an advantage on an exam (such as telling a peer what to expect on a make-up exam or prepping a student for a test in another section of the same class);
- Taking and using the words, work, or ideas of others and presenting any of these as your own work is plagiarism. This applies to all work generated by another, whether it be oral, written, or artistic work. Plagiarism may be either deliberate or unintentional.

### **Netiquette:**

- Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

### **IVC Student Resources**

IVC wants you to be successful in all aspects of your education. For help, resources, services, and an explanation of policies, visit <http://www.imperial.edu/studentresources> or click the heart icon in Canvas.

### **Some Important Dates to Remember:**

**August 14<sup>th</sup>** ... Beginning of Fall Semester.

**August 26<sup>th</sup>** ... Deadline to register for Fall Semester full-term courses.

**August 27<sup>th</sup>** ... Deadline to drop full-term classes without owing fees and/or be eligible for refund.

**August 28<sup>th</sup>** ... Census

**October 19<sup>th</sup>** ... Return to Title IV Drop Date – Complete withdrawal before this date will require financial aid eligibility recalculation and funds may be owed.

**November 4<sup>th</sup>** ... Deadline to drop full-term courses.

**November 22<sup>nd</sup> – 26<sup>th</sup>** ... Thanksgiving Recess. No Classes.



### Anticipated Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Pages/ Due Dates/Tests
Week 1 August 14 – 17	Introduction, Syllabus Ch. 1: An introduction to the human body	Refer to the Announcement Week 1 on Canvas page.
Week 2 August 21 – 24	The Chemical Level of Organization (Ch. 2)	Refer to the Announcement Week 2 on Canvas page.
Week 3 August 28 – 31	The Cellular Level of Organization (Ch. 3)	Refer to the Announcement Week 3 on Canvas page.
Week 4 September 5 – 7	Sep.5: Class Canceled Anatomical Terminology. Introduction to Organ Systems	Refer to the Announcement Week 4 on Canvas page.
Week 5 Sep. 11 – 14	<b>Tuesday, Sep 12: Exam 1 (Chapters 1, 2, 3 + Anatomical Terminology and Intro to Organ Systems)</b> The Tissue Level of Organization (Ch. 4)	Refer to the Announcement Week 5 on Canvas page.
Week 6 Sep. 18 – 21	Membrane Potential and The Nervous System	Refer to the Announcement Week 6 on Canvas page.
Week 7 Sep- 25 – 28	The Nervous System (Ch. 12 – 16)	Refer to the Announcement Week 7 on Canvas page.
Week 8 October 2 – 5	<b>Exam 2 (refer to the Exam 2 Study Guide)</b> The Nervous System (Ch. 12 – 16)	Refer to the Announcement Week 8 on Canvas page.
Week 9 Oct. 9 – 12	The Nervous System (Ch. 12 – 16) The Integumentary System (Ch. 5)	Refer to the Announcement Week 9 on Canvas page.
Week 10 Oct. 16 – 19	<b>Exam 3 (refer to the Exam 3 Study Guide)</b> Bone Tissue (Ch. 7 Saladin, Ch. 6 OpenStax)	Refer to the Announcement Week 10 on Canvas page.
Week 11 Oct. 23 – 26	The Axial Skeleton (Ch. 8 Saladin/ Ch. 7 OpenStax) Joints (Ch. 9)	Refer to the Announcement Week 11 on Canvas page.
Week 12 Oct. 30 – Nov. 2	The Appendicular Skeleton (Ch. 8) <b>Exam 4 (refer to the Exam 4 Study Guide)</b>	Refer to the Announcement Week 12 on Canvas page.
Week 13 Nov. 6 – 9	The Muscular System, Axial (Ch. 11 O/Ch. 10 S) The Muscular System, Appendicular (Ch. 11 O/Ch. 10 Saladin)	Refer to the Announcement Week 13 on Canvas page.
Week 14 Nov. 13 – 16	<b>Exam 5 (refer to the Exam 5 Study Guide)</b> Muscle Tissue (Ch. 10 OpenStax/ Ch. 11 Saladin)	Refer to the Announcement Week 14 on Canvas page.
	<b>THANKSGIVING RECESS – NO CLASSES Nov. 20 – 25</b>	
Week 15 Nov. 27 – 30	Homeostasis and the Human Body Organ Systems Q & A	Refer to the Announcement Week 15 on Canvas page.
Week 16 Dec. 4 – 7	<b>Tuesday, Dec 5: Final Exam part 1</b> <b>Thursday, Dec 7: Final Exam part 2</b>	Refer to the Announcement Week 16 on Canvas page.

\*\*\*Changes and revision can be made without prior notice; students will be informed of changes\*\*\*