

Basic Course Information

Semester:	SUMMER 2017	Instructor Name:	Rosalba Jepson
Course Title & #:	BIOL 204	Email:	rosalba.jepson@imperial.edu
CRN #:	30207	Webpage (optional):	
Classroom:	Lec 2732, lab 2737	Office #:	2136
Class Dates:	6/19/17 - 6/27/17	Office Hours:	12:30-1:30 pm
Class Days:	MTWR	Office Phone #:	760-355-6294
Class Times:	Lec 1:30-2:45 ; lab 3:00-7:40	Emergency Contact:	760-554-9231
Units:	4		

Course Description

The lecture and laboratory course is designed to study the fundamental principles of the human body structure at the cellular, tissue, organ, and systems level of organization, including the cat and organ dissection, study of the human skeleton, structural-functional relationships, and appreciation of related human diseases and aging. This course may require the use of human cadavers for observation and/or dissection. (CSU) (UC credit limited. See a counselor.)

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 topics in human anatomy using written forms of expression and examination. (ILO2, ILO3, ILO4),
2. Display knowledge of anatomy and dissection competency using cat specimens as subjects. (ILO2, ILO3),
3. Display critical thought related to topics in human anatomy as it applies to a global perspective. (ILO2, ILO5),
4. Demonstrate competency in communicating information related to the anatomy of the heart. (ILO1, ILO3, ILO4)

Course Objectives

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

1. Characterize the levels of structural organization in the human body and describe regional names, directional terms, planes and sections, body cavities and abdominal regions and quadrants.
2. Define a cell and explain the structure and functions of its principle parts.
3. Identify and discuss the origin, classification, structure, location and function of four major types of tissues.
4. Describe the structural and functional characteristics of the various layers of the skin, the epidermal derivatives.
5. Describe the gross features of a long bone and the process of bone formation.
6. Identify all the bones of the skeleton and their important surface markings.

7. Describe the structural and functional classification of the joints and to describe the important characteristics of selected joints.
8. Describe the connective tissue components, the motor unit, the neuromuscular junction, and the microscopic anatomy of muscle tissue.
9. Describe how the skeletal muscles provide specific movements of the body, and identify the principal skeletal muscles of the body.
10. Describe the major surface features of the head, neck, trunk, and upper and lower extremities.
11. Describe characteristics of the blood plasma and the formed elements of the blood.
12. Describe the general flow of blood through the systemic and pulmonary circulation, the structural and functional features of the heart.
13. Contrast the structure and functions of blood vessels and identify the major vessels in the body.
14. Trace lymphatic circulation and describe the structure and functions of lymphatic tissues and organs.
15. Describe the organization of the nervous system, and contrast the histological characteristics and functions of neurons and neuroglia.
16. Describe the anatomy of the spinal cord, the reflexes, and the origin, composition, and branches of spinal nerves and nerve plexuses.
17. Identify the principal parts of the brain and cranial nerves, and explain the formation and circulation of cerebrospinal fluid.
18. Describe the components of sensations, major characteristics of sensory receptors, the sensory pathways, integration of sensory input and motor input, and the motor pathways.
19. Identify the structures of the eyes and the ears, and to describe the neural pathways for olfaction, taste, vision, hearing and equilibrium.
20. Compare the structural and functional differences between the somatic and autonomic nervous systems.
21. Describe the location, histology, and functions of the major endocrine glands of the body.
22. Identify the structures of the respiratory system and the mechanics of pulmonary ventilation.
23. Identify and describe the structure and functions of the organs of the gastrointestinal tract and the accessory organs of digestion.
24. Identify the features of the kidney, describe the blood supply to the kidney, and describe the location, structure and function of ureters, urinary bladder, and urethra.
25. Identify and describe the structure, histology, and functions of the male and female reproductive systems, and to explain the principal events of gametogenesis.
26. Describe the major events that occur during pregnancy.
27. Demonstrate dissection skills using animals and/or a human cadaver.

Textbooks & Other Resources or Links

- Saladin, Kenneth. 2016. *Human Anatomy*, 5th ed. McGraw-Hill Company. ISBN 9780073403700
- Marieb, E.N 2014. *Human Anatomy Laboratory Manual (cat version)* –Customized Version 7th ed. Benjamin Cummings ISBN 978-0-321884183
- Albertine, Curt 2016. *Barron's Anatomy Flash Cards*. 3rd ed.

Course Requirements and Instructional Methods

- This is an intensive lecture/lab course. Teaching aids may include but are not limited to lecture, discussion, group activities, power points based on the textbook and other sources, audio-visuals (videos, CD-ROM), and models of organs and charts will be used during lab hours.
- A lecture outline with reading and lab assignment will be provided. Students are expected to participate in all lab activities and class discussion and must bring the textbook and lab manual to each class. Lab experiments and lab assignments are based on the materials and procedures explained in the lab manual.

Supplemental information and questionnaire relevant to each exercise will be included in the lab assignments. Lab works is a crucial component of the learning experience and points will be given for each completed lab work. Missed labs will not receive any point.

Out of Class Assignments:

Read chapter assignments. You may have an on-line assignment or short research essay

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.

Learning is not a one-way process -- it requires active involvement in the subject. Expect to be asked questions or for your comments on the subject so come prepared for discussion. Read the assigned reading materials. Points are not awarded nor removed for participation.

Classroom Behavior and Conduct:

- You are expected to treat others with respect.
- You are expected to use laboratory equipment and supplies with care; equipment is costly.
- Cellular phones are to be turned off or set on silent mode during class and lab hours. Phones will be completely turned off during tests and quizzes. A ringing cell phone in class will cost you 10 points off your total points. Students seen with cellphone during tests will fail the test – NO EXCUSES

Withdrawal policy :

If you wish to drop this class you must do so by going through WebStar and drop through the proper procedure before or by the “DROP” deadlines. Don’t just stop showing up to class and expect to be automatically dropped. It is your responsibility to drop “officially” through Webstar, If you do not drop by the “Drop” deadline, you will receive an “F” grade for the class! Check with registrar concerning fees or refunds. Please see Dropping a class in student handbook.

Course Grading Based on Course Objectives

Grading Scale: The student's semester grade will be determined by the total number of points student has earned in both the laboratory and lecture sections.

A=at least 90% of total points

B=at least 80%

C=at least 70%

D=at least 60%

F= below 60%

There will be NO make-up labs or lecture tests.

This condensed course doesn't have time for extensive delay of a test. Note: An incomplete grade will be assigned only after a written request by the student stating the reasons why student cannot complete the course as stipulated in the syllabus. If student does not make a written request for an incomplete grade, the student will be assigned a written request for an incomplete grade, the student will be assigned a grade commensurate with the total points student has earned up to time grades are turned into the Registrar’s office. IVC rules will be followed.

Active participation in classroom discussions .All students are expected to participate in the

classroom discussions, in a voice easily heard by all the room on various topics presented in class. Learning is not a one-way process -- it requires active involvement in the subject. Expect to be asked for your comment or answer orally, as the lecture goes forward. Points are not awarded nor removed for participation.

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 class time per week over the span of a semester. WASC has adopted similar requirements.

Classroom Behavior and Conduct:

- Treat others with respect. Treat others how you would like to be treated
- Cellular phones are to be turned off or set on silent mode during class time, tests and quizzes and quarantined during Tests. A ringing cell phone costs you 10 points off your total. If you are on a call, tell me before the class starts.

Students seen with cellphone during tests will fail.

Attendance

- You are expected to **BE ON TIME** for Lecture and the lab sessions.
- A student who fails to attend the first meeting of a class will 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. This equates to 12 hours of class time that summer school meets. Please arrange for any personal or work-related schedule outside of the complete class hours.
- Absences attributed to the representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Withdrawal Policy:

- If you wish to drop this class you must do so by going through the proper procedure (ie: thru WebStar) by the proper deadlines. Don't just stop showing up!!! If you simply up instead of "officially" dropping the class thru Webstar, you will receive a grade of "F" for the class! Check with registrar concerning fees or refunds.
- It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.

Classroom Etiquette

- Classroom Behavior and Conduct: The Golden Rule : Treat others how you would like to be treated.
- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor. Phones will be turned off and may be quarantined during exams and quizzes.
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will apply in labs. Please comply as directed by the instructor.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the [General Catalog](#).
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Online Netiquette

- What is 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 (!!!)].

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.

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- [Blackboard Support Site](#). The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- [Learning Services](#). There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- [Library Services](#). There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- [Student Health Center](#). A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- [Mental Health Counseling Services](#). Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule/Calendar

WK	DATE	LECTURE	LABORATORY
1	6-19	Intro, Ch 1 – Anatomy orientation	Laboratory SAFETY, Body Anatomy Language
	6-20	Ch 2 Cell life, Ch 3,4- cell function	Slides, microscopes, cell models
	6-21	Ch 5- cell tissues	Quiz: body orientation tissue slides
	6-22	Ch 6 – Integumentary system	Integument.
2	6-26	Exam 1 – (ch 1-6) Lec Ch 7 – bone tissue	Skeletal system
	6-27	Ch 8 – Skeletal system	“ “ bones
	6-28	Ch 9 – Joints, Ch 10- muscles	Muscle models, skeleton lab Quiz
	6-29	Ch 10 - Muscles	Dissec -CAT dissection tools
3	7-3	Exam 2 (7-10) Ch 11- 12, Nervous tissue	Lab Exam: Tissue, Bones & Muscles
	7-4	HOLIDAY	HOLIDAY
	7-5	Ch 13, 14 Nervous system (PNS, CNS)	- Sheep Brains, dissection tool; Brain model
	7-6	Ch 15, 16 Nervous system (ANS, sensory)	Dissec - Cow eyes, dissection tools eye models
4	7-10	Exam 3 (ch 11-16) Lec: ch 17 Endocrine	endocrine
	7-11	Ch 18, 19 Circulatory, blood, Heart	Heart, circulatory models
	7-12	Ch 20, 21 Blood Vessels, Lymphatic	Lymph system
	7-13	Ch 22 Respiratory	Lung models Lab Quiz
5	7-17	Exam 4 (ch 17-21) ch 23 Urinary system	Urinary models
	7-18	Ch 24 Water, Electrolyte, Acid-base	Acid base
	7-19	Ch 25 Digestive System	digestive
	7-20	Ch 26 Nutrition & Metabolism	Lab Exam: Nervous, Circulatory
6	7-24	Ch 27 , 28 Male, Female Reproductive	Reproductive Lab Quiz
	7-25	Ch 29 Human Development	Human dev.
	7-26	Lab Practicum	Review
	7-27	Final Exam	

*****Tentative, subject to change without prior notice*****