

**Basic Course Information**

Semester	<b>Fall 2018</b>	Instructor Name	<b>Jim Pendley</b>
Course Title & #	<b>Biology 204: Human Anatomy</b>	Email	<b>pendley@imperial.edu</b>
CRN #	<b>11234</b>	Webpage (optional)	
Room	<b>2735 lec 2736 lab</b>	Office	
Class Dates	<b>8/14-12/06</b>	Office Hours	<b>n/a for part-time faculty</b>
Class Days	<b>T/Th</b>	Office Phone #	<b>Leave message 355-6201</b>
Class Times	<b>5:15-6:20, 6:40-9:50</b>	Office contact if student will be out or emergency	<b>Department Secretary</b>
Units	<b>4 units</b>		

**Course Description**

**Required language**

Lecture and laboratory course 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.)

PREREQUISITES: MATH 091 or MATH 090, and BIOL 100 or BIOL 180, BIOL 182 with a minimum grade of C or better or MATH 091 or MATH 090 with a grade of "C" or better 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: Display critical thought related to topics in human anatomy using written forms of expression and examination. (ILO2, ILO3, ILO4), Display knowledge of anatomy and dissection competency using cat specimens as subjects. (ILO2, ILO3), Display critical thought related to topics in human anatomy as it applies to a global perspective. (ILO2, ILO5), Demonstrate competency in communicating information related to the anatomy of the heart. (ILO1, ILO3, ILO4)

**Course Objectives**

**Required language:**

Upon satisfactory completion of the course, students will be able to: 1. characterize the levels of structural organization in the human body and to 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

### Textbooks & Other Resources or Links

**Human Anatomy, 4<sup>th</sup> or higher Ed. Kenneth S. Saladin- McGraw-Hill Company, 2014-**

ISBN 978-0-07-337829

Lab manual: Integrate- Custom library for Anatomy and Physiology. The Pearson Learning Solutions, 2014.

Available at bookstore ISBN 13: 978-1-269-76300

### Course Requirements and Instructional Methods

#### Required Information—discretionary language

**\*\* 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.**

This is an intensive lecture/lab course. Teaching will be aided with the use of PowerPoint, based on the materials derived from the textbook and other sources. Students will be provided by an outline for each chapter at the beginning of lectures. Students will be asked to answer questions relative to materials covered in each chapter. The students need to bring the textbook and the 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. Videos and CD-ROM, charts and models of different organs will be used during lab hours. Lab works will be collected at the end of each lab, and points will be given to each completed lab work. Missed labs will not receive any point. Some of the questions from the assignments will be used in quizzes or tests.

1. Attendance Policy: BE ON TIME for Lecture AND the lab sessions.

2.Active participation in classroom discussions .All students are expected to participate in classroom discussions, in a voice easily heard by all in the room on the 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.

3. Classroom Behavior and Conduct: The Golden Rule : Treat others how you would like to be treated, I intend to follow it as well.

Note: While in the classroom, cellular phones are to be turned off or set on silent mode. Turned Off during Quizzes and quarantined during Tests. A ringing cell phone costs you 10 points of your total. If you are on call , tell me before the class starts. Students seen with cellphone during tests will fail.

4. 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 stop showing 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.

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

**Grading Scale:** The student's semester grade will be determined by the total number of points the 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% "

Make up Policy: there will be NO make-up labs or lecture quizzes.

A student may take a make up test in the **next** class period, only if I am forced to by college rule, court appearance ( excuse or document needed), extreme personal need ( my decision) . 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 the student cannot complete the course as stipulated in the course syllabus. If the student does not make a written request for an incomplete grade, the student will be assigned a grade commensurate with the total points the student has earned up to the time the grades are turned into the Registrar's office. IVC rules will be followed .

#### Attendance

##### Required language

- 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 12 hours of class time that the Winter class meets may be dropped. Please arrange 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.

## Classroom Etiquette

### Required Information --Discretionary language

- Electronic Devices: **Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor.**
- 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.
- 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.

## Academic Honesty

### Required Language

- 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 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 School 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 Help – Discretionary Section and Language

## Disabled Student Programs and Services (DSPS)

**Required Language:** 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, if you feel you need to be evaluated for educational accommodations.

### **Student Counseling and Health Services**

**Required Language:** Students have counseling and health services available, provided by the pre-paid Student Health Fee. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>.

### **Student Rights and Responsibilities**

**Required Language:** Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities, please refer to the IVC General Catalog available online at [http://www.imperial.edu/index.php?option=com\\_docman&task=doc\\_download&gid=4516&Itemid=762](http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762)

### **Information Literacy**

**Required Language:** Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

### **Anticipated Class Schedule / Calendar**

You can pass this course, thousands have done so with me. Do not let someone distract you from your goal. If you need to contact me, the best way is by email or leave a message with 355-6201. [Pendley@imperial.edu](mailto:Pendley@imperial.edu)  
**Safety glasses must be worn in the lab exercises as directed. You must sign an online safety affirmation in order to stay in the classrooms.**

Schedule next page below

DOWN Here

W	DATE	WEEK-LECTURE T-Th	DATE	WEEK-LABORATORY T-Th
1	8-14	Registration Chp 1, 2	8-16	Check in, Assgn, Safety, Rules, Papers, anat. Term
2	8-21	Chp. 3,5	8-23	Microscopes, cells ,lab reviews
3	8-28	Chp. 5,6	8-30	Tissues, Organs, Models, lab reviews
4	9-4	Chp. 5,6	9-6	Skeleton, THURS. <b>TEST #1</b> ( Chap 1,2,3,5)
5	9-11	Chp. 7,8	9-13	Skeletal System ( Microscopes, models, human b
6	9-18	Chp. Chp. 9, 10	9-20	Skeletal System Bones/skeletons
7	9-25	Chp. 11, 12	9-27	Finish Chps, THURS: <b>TEST #2</b> ( Chp 6,7,8,9,10
8	10-2	Chp.12 13, 14	10-4	Joints, movement, articulations, nervous.
9	10-9	Chp. 14, 15	10-11	Finish 15, THURSDAY <b>LAB QUIZ #1</b>
10	10-16	Chp. 16, 17	10-18	Brain, Nervous System
11	10-23	Chp. 18	10-25	Finish 18 , <b>THUR. TEST #3 (11-18)</b>
12	10-30	Chp. 19, 20, 21	11-1	Circulatory system, heart,vessels,blood
13	11-6	Chp. 22-23	11-8	Lymphatic system, immunity
14	11-13	Chp. 24, 25 ***No Classes week of 11/19- 11/24***	11-15	Respiratory, digestive systems
15	11-27	Chp. 4, 26	11-29	Reproductive Urinary, embryology
16	12-04	LAB FINAL EXAM Time TBA	12-06	<b>FINAL EXAM ~ Lecture</b>

