



Anatomy & Physiology I Syllabus

BIOL 291.01 • Spring 2012

Credit

- Three semester hours, with concurrent enrollment in Anatomy & Physiology Lab I (BIOL 292) required

When and Where

- MWF 8:00-8:50 AM, Foster Science Building, Rm 451

About Me

- Dr. Rebecca Hunter
- Office: Foster Science Building Rm 479B, Phone: x2182
- Office hours: M 1-4 PM, T 9-12 AM & 1-4 PM, R 9-12 AM
- Email: Rebecca.Hunter@acu.edu
- Please feel free to contact me by email anytime with questions, or to schedule a meeting time outside of my office hours.

Department of Biology Mission

- The Department of Biology educates students for Christian service and leadership by preparing them to become biological scientists, pre-college teachers, and health care professionals.

What You Will Learn in this Class

- This course provides an introduction to the structure and function of the human body.

What You Need for this Class

- TEXT: Fundamentals of Anatomy & Physiology, 9th Edition, by Martini, Nath and Bartholomew
- iPhone or iTouch

Attendance and Participation

- I will take attendance in class EVERYDAY, and 5% of your final grade will be based on your attendance and participation/attitude in class. The attendance component of this grade will be determined as follows:

0-1 absences	30 points
2-3 absences	26 points
4-5 absences	22 points
6-7 absences	18 points
8-9 absences	14 points

- We will use iPhones/iTouches in class to answer questions using the ResponseWare system (Go to myACU → Courses → Folder Icon for Anatomy and Physiology I → Class Info → ResponseWare instructions). These questions will only be available in lecture and will be very similar to questions on quizzes/tests. Being in class and participating in these question sessions is critical for exam preparation.

- The participation component is worth 10 points. As long as you have participated in a majority of these question session, you will get full participation points. If you have 3 or more misses for these questions, you will get zero points. I am checking for participation, not correctness.

- If you are absent more than 9 times, I will contact the dean and you will be dropped from the course with a withdraw failing (WF) grade. This looks very bad on your transcript, so do everything in your power to avoid this situation.
- I reserve the right to take points off your attendance grade if you are distracting in class to me or other students (talking, using your phone in class, sleeping, etc.), and further reserve the right to not let you know I have done this until the end of the semester. If you engage in distracting behavior, you risk lowering your attendance grade.

Grades and Exam Policies

- Your grade will be based on weekly in class quizzes, four lecture exams, a final exam, and an attendance/participation grade. The final exam is comprehensive!
- Grades will be available on Blackboard (Go to myACU → Courses → Bb Icon for Anatomy and Physiology I)
- There will be 9 in class quizzes throughout the semester; one of these will be dropped. In class quizzes will be EVERY Monday, unless we have a test that day or the previous Friday. Quiz format will be multiple choice, labeling, and matching. You will need a long scantron and #2 pencil for each quiz.
- Make-up quizzes will be given only in exceptional circumstances. I allow one drop quiz to account for quizzes missed due to illness or absence for an unexcused reason. Please talk to me if you think you have an exceptional circumstance necessitating a make-up quiz.
- Tests will be on lecture material (information from the lecture notes and anything more mentioned/covered in class), and will be similar in format to the quizzes, with the addition of short answer questions. You will need a long scantron for the multiple choice portion of each exam. Students will be given at least one week's notice of major exams.
- Make-up tests will be given only to those who provide prompt (either before the test or by the next class meeting) and documented excuses for 1) illness (with doctor's note), 2) death in immediate family (parents, siblings, grandparents; documentation required), or 3) official university business (with appropriate approvals). There will be NO make-up quizzes.
- The final will not be given early to any student for any reason. In order to make-up the final, you must have talked to me BEFORE missing the final so that we can make arrangements; and it must be for one of the three reasons listed above (you must have documentation!!). Under those circumstances, you may take the final late but will receive an incomplete (I) for the semester.

1st Lecture Exam	100 points	(12.5%)
2nd Lecture Exam	100 points	(12.5%)
3rd Lecture Exam	100 points	(12.5%)
4th Lecture Exam	100 points	(12.5%)
Quizzes (20 points/quiz)	160 points	(20%)
Final Exam	200 points	(25%)
Attendance/Participation	40 points	(5%)
TOTAL	800 points	(100%)

Grading Scale:

A = 90 - 100%	716 - 800 points
B = 80 - 89%	636 - 715 points
C = 70 - 79%	556 - 635 points
D = 60 - 69%	476 - 555 points
F = below 60%	475 and lower

My Recommendations for How to Succeed in this Class

- Powerpoint lectures will be available prior to that lecture being given in class (Go to myACU → Courses → Folder Icon for Anatomy and Physiology I → Class Info → Lecture Folder). Print the lecture notes out, bring them to class and take notes on them during class; anything mentioned

in class is fair game for the tests, not just what is printed on the powerpoint slides!!!

- Pay attention and LISTEN during class. For difficult concepts, it may be necessary to review/reinforce by reading the book.
- Check your email regularly! Email is considered to be an official form of communication by the university, so you are responsible for any information sent via email just as if I had said it in class.

Accommodations

- Any student who may require special accommodations, assistance or awareness on my part is encouraged to make an appointment with me so we can discuss the situation confidentially. The ACU Student Disability Service Office facilitates disability accommodations in cooperation with instructors. In order to receive accommodations, you must be registered with Disability Service and complete a specific request for each class in which you need accommodations. Call x2667 for an appointment with the Director of Disability Services.

Academic Dishonesty

- Cheating on tests or quizzes will automatically result in an F. Furthermore, the incident will be reported to the Department Chair and the Dean and will be subject to the university's established academic dishonesty procedures.

Class Schedule

<u>Week</u>	<u>Date</u>	<u>Topic</u>
1	Jan 18	An Introduction to Anatomy and Physiology (Ch. 1)
2	Jan 23	The Chemical Level of Organization (Ch. 2)
3	Jan 30	The Cellular Level of Organization (Ch. 3)
4	Feb 6	The Tissue Level of Organization (Ch. 4)
5	Feb 13	The Integumentary System (Ch. 5) Osseous Tissue and Bone Structure (Ch. 6)
6	Feb 20	The Axial Skeleton (Ch. 7)
7	Feb 27	The Appendicular Skeleton (Ch. 8)
8	Mar 5	Articulations (Ch. 9)
	Mar 12	SPRING BREAK
9	Mar 19	Muscle Tissue (Ch. 10) The Muscular System (Ch. 11)
10	Mar 26	Neural Tissue (Ch. 12)
11	Apr 2	The Spinal Cord, Spinal Nerves, and Spinal Reflexes (Ch. 13)
12	Apr 9	The Brain and Cranial Nerves (Ch. 14)
13	Apr 16	Neural Integration I: Sensory Pathways and the Somatic Nervous System (Ch. 15)
14	Apr 23	The Special Senses (Ch. 17)
15	Apr 30	Catch-up

Important Dates

- January 23rd: last day to withdraw with full refund
- February 1st: last day to withdraw from a class with 80% refund
- February 6th: last day to withdraw from a class with 60% refund
- February 17th-18th: Sing Song
- March 12th-16th: Spring Break
- April 6th: Easter Holiday
- April 13th: last day to withdraw from a class
- May 4th: last day of classes
- May 7th: BIOL 291 Final, 10:30 AM -12:30 PM