

**Syllabus:** Anatomy and Physiology II Lecture

# Course Number: BIOL 2302

# Instructor Information

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# Textbook Information

We will be using an open source textbook developed by Rice University. You can purchase a copy of the textbook at the TC Bookstore, or you can download it as a PDF to your computer, tablet, phone, etc. **for free** from the Rice OpenStax website.

To download the book, go to [http://openstaxcollege.org/textbooks/anatomy-and-physiology.](http://openstaxcollege.org/textbooks/anatomy-and-physiology) Select “Get this Book” in the orange box toward the center of the page and select how you would like to receive the book.

1. Print—allows you to order a copy from OpenStax. You can also purchase a copy at the

TC Bookstore

1. PDF—This format can be read on most tablet devices like ipad, kindle, most smart phones. You can select high resolution which takes up more space and takes longer to download or lower resolution.
2. Web view—you can read the book live on the web from your computer or device connected to the internet. The book does not download.
3. EPUB—another format for popular mobile devices such as the NOOK.

Other optional readings can be downloaded for free. The links can be found on Moodle in the “Semester Long Information” category.

# Student Learning Outcomes for the Course

1. Use and understand the language of anatomy.
2. Identify and describe the physiology of the endocrine system.
3. Identify and describe the anatomy and physiology of the circulatory system.
4. Describe the histology and physiology of the lymphatic and immune system.
5. Describe the physiology of the respiratory and digestive systems.
6. Describe the importance of nutrition and the role of acid-base balance in the body.
7. Describe the physiology of the reproductive system and how it relates to the endocrine system.

# Student Requirements for Completion of the Course and Due Dates

**Instructional Method:** This is a hybrid class. Material to learn will be assigned for students to complete out of class while new material will be covered in person. However, the student will be required to participate in activities, discussions, write papers, and prepare presentations at various times during the semester.

**Technology**

School Web Address: [www.texarkanacollege.edu](http://www.texarkanacollege.edu/)

Students MUST have access to the TC website for this course in order to complete some assignments as well as have access to notes, information, grades and updates. This requires an internet connection.

If you cannot access internet from home, work, etc., there are places on campus including the library and the computer center located in the Business and Computer Tech Building.

If you are in need of help regarding accessing the TC website or login information, please contact the TC Help Desk at 903-823-3030 or you may contact them through a working computer at <https://www.texarkanacollege.edu/helpdesk/topics/it/>. This site will also help you set TC email notifications through your phone.

All exams will be taken in the testing center located in the library.

**Course:** The course will cover textbook chapters 17-28. The exams will be taken from the readings in the textbook, lecture notes, and other assigned material. Wordbits are on all exams.

**Test 1**

Chapter 17 - The Endocrine System

Chapter 18 - The Cardiovascular System: Blood

**Test 2**

Chapter 19 – The Cardiovascular System: The Heart

**Test 3**

Chapter 20 – The Cardiovascular System: Blood Vessels and Circulation

**Test 4 Midterm**

Comprehensive Midterm

**Test 5**

Chapter 21 – The Lymphatic and Immune System

Chapter 22 – The Respiratory System

**Test 6**

Chapter 23 – The Digestive System

Chapter 24 – Metabolism and Nutrition

**Test 7**

Chapter 25 – The Urinary System

Chapter 26 – Fluid, Electrolyte, and Acid-Base Balance

Chapter 27 – The Reproductive System

Chapter 28 – Development and Inheritance

**Test 8 (The Final)**

Chapter 27 – The Reproductive System

Chapter 28 – Development and Inheritance

Comprehensive Final

In addition, in-class and out-of-class projects, presentations, papers, and other assignments will be made periodically.

# Student Assessment

You can check your percentage grades at any time on the TC website (exams) and Moodle (quiz grades).

Grades will be entered when grades are due.

Your course grade can be calculated as follows:

75% eight exam grades

25% class assignments including quizzes

# Grading Scale

|  |  |
| --- | --- |
| **Grade** |  |
| **A** | 90-100 |
| **B** | 80-89 |
| **C** | 70-79 |
| **D** | 60-69 |
| **F** | 59-below |

# Class Schedule Tentative schedule. Dates are subject to change.

|  |  |  |
| --- | --- | --- |
| **Date** | **Chapter** | **Material to be covered** |
| Week 1 | 17 | The Endocrine System |
|  | 17 | The Endocrine System |
| Week 2 | 18 | The Cardiovascular System: Blood **Exam 1** |
|  | 19 The Cardiovascular System: The Heart | |
| Week 3 | 20 | **Exam 2** The Cardiovascular System: Blood Vessels and Circulation |
|  |  | Review and **Exam 3** |
| Week 4 | 21 | The Lymphatic and Immune System |
|  | 22 Midterm **Exam 4** The Respiratory System **Exam 5** | |
| Week 5 | 23 | The Digestive System |
|  | 24 | Metabolism and Nutrition **Exam 6** |
| Week 6 | 25 | The Urinary System |
|  | 26 | Fluid, Electrolyte, and Acid-Base Balance **Exam 7** |
| Week 7 | 27 | The Reproductive System |
|  | 28 | Development and Inheritance |
|  |  | |
| Week 8 | Review | |
|  | **Exam 8 Final** | |

## Attendance Policy

Role will be taken each day in Moodle. Three tardies are considered an absence. Arriving more than 10 minutes after class has started will be recorded as an absence. A missed assignment will be considered an absence. A student leaving the classroom during class will not be allowed to re-enter that class and will be recorded as absent for that day. A student may be dropped after three absences (unexcused or excused). If a student quits attending class, the date of the last attendance or completed assignment will be submitted to the Registrar, and a grade of “F” will be recorded. As a result, the student may lose scholarships or grants or must repay funds already rewarded.

## Make-up Policy

As a general policy, **I DO NOT GIVE MAKE UP EXAMS**. If you anticipate missing a test, or if something urgent comes up, you must contact me as soon as possible.

Late assignments will be accepted at the discretion of the instructor on a case by case basis.

## Academic Integrity Statement

Academic integrity will be defined by the instructor. Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, collusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”.

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the Student Handbook at [https://texarkanacollege.edu.](https://texarkanacollege.edu/)

**Disability Act Statement:**

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonya Blase at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

**Financial Aid:**

**Attention!** Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

**Link from Administration**

https://www.texarkanacollege.edu/student-resources-to-start-strong-this-spring/

**Alternate Operations during Campus Closure**

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, Texarkana College may need to move to altered operations and course delivery methods. During this time, Texarkana College may opt to continue delivery of instruction through methods that include, but are not limited to: online learning management system (Jenzabar or Moodle), online conferencing through TEAMS, email messaging, and/or an alternate schedule.  It is the responsibility of the student to monitor Texarkana College's website ([www.texarkanacollege.edu](http://www.texarkanacollege.edu)) for instructions about continuing courses remotely, instructor email notifications on the method of delivery and course-specific communication, and Texarkana College email notifications for important general information.

**COVID-19 Online/Virtual Environment Instructional Commitment**

The ongoing Covid-19 situation will require that some course materials and instruction are provided through an online and/or virtual format. Even if all or a portion of a class was originally scheduled to meet face to face, social distancing guidelines associated with Covid-19 will limit the number of students who are able to attend face to face classes in person simultaneously. Further, circumstances associated with Covid-19 could cause the college to be forced to shift completely to an online and/or virtual delivery at any time during the semester. While TC faculty members are committed to providing students the option of face to face instruction if possible, students should be prepared to continue their classes in an online and/or virtual environment if necessary. Texarkana College is committed to maintaining engaging, high quality instruction regardless of the delivery format.

**Computer Requirement Policy:**

Students are required to have a computer with Internet access for classes. The computer must be an actual computer – smart phones, iPads, Androids, Chromebooks, etc., are not acceptable substitutes because they lack software compatibility necessary to complete all assignments and tests. Financial costs for the necessary equipment and internet access are the responsibility of the student.

Students needing to purchase a computer may do so through the Texarkana College Bookstore. Systems purchased through the bookstore meet or exceed all requirements, are competitively priced, and may be purchased using financial aid funds. If the system is purchased through another source, it is the student’s responsibility to ensure the system meets all requirements.

Computer systems requirements:

* Webcam, microphone, and speakers or headphones
* Windows 10 or a recent version of Mac OS (minimum Sierra). Windows 10 S mode is not supported
* Hardware capable of running Microsoft Teams (free download) and supports multi-media playback
* Support for Chrome or Microsoft Edge – Note: Firefox, Safari, or other browsers may not work on all TC applications
* Able to run Microsoft Office which will be provided free to TC students
* Adobe Reader or another PDF viewer
* Antivirus software such as Windows Defender or another 3rd party anti-virus solution
* The Respondus Lockdown browser is used for taking tests; therefore, the system must be capable of running this software. Most newer systems that meet other specifications should work.

Students should regularly backup content to prevent loss of coursework due to hardware failure. Backup copies of documents and other coursework may be placed on OneDrive cloud storage. OneDrive is included free of charge for all TC students.

A list of Internet service providers can be found on the TC website at: <https://www.texarkanacollege.edu/coronavirus/>.