

**INSTRUCTOR INFORMATION**

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Office Hours: I will be available to communicate with students via email and Zoom (video conferencing). As an LBCC student you can start learning about video conferencing log in to your LBCC email, and then navigating to this website to access your Zoom account. <https://linnbenton.zoom.us/>

My aim is to work with you to help you achieve your goals, but that requires consistent effort and dedication from both of us.

*Education is not the filling of a pail, but the lighting of a fire. ~ William Butler Yeats*

**Required Materials**

1) **Good news:** your textbook for this class is available for free online! If you prefer, you can also get a print version at a low cost. Your book is available in web view and PDF for free, and you can find it on **Moodle**. You can also choose to purchase on iBooks or get a print version via the **campus bookstore** or from **OpenStax on Amazon.com**.

You can use whichever formats you want. Web view is recommended -- the responsive design works seamlessly on any device. If you buy on Amazon, make sure you use the link on your book page on openstax.org so you get the official OpenStax print version. (Simple printouts sold by third parties on Amazon are not verifiable and not as high-quality.)

Anatomy and Physiology from OpenStax, Print ISBN 1938168135, Digital ISBN 1947172042,  
[www.openstax.org/details/anatomy-and-physiology](http://www.openstax.org/details/anatomy-and-physiology)

2) Study Guide: Lebsack and Lebsack, Human Anatomy and Physiology BI 231 Study Guide (**available at the LBCC Bookstore**)  
This term resources will be available from the LBCC bookstore only through online ordering.

**Introduction**

Human Anatomy and Physiology, BI 231, is an introduction to the structure and function of the human body. In this term we will examine basic chemistry, the cell, skin, and the musculoskeletal systems. Because the body can best be understood as a unified structure, we will emphasize the interrelationships between the body's parts: communication between cells and organs, control systems, and homeostasis. Course activities include lecture, laboratory work, discussions, homework, student-presentations, and in-class activities such as case studies and exams.

**Course Outcomes for Bi 231**

Upon successful completion of this course the student will be able to 1) demonstrate knowledge of cell, tissue, skin, skeleton and muscle structure and be able to relate it to its function 2) use appropriate terminology to effectively communicate information related to anatomy & physiology 3) recognize the interrelationships between & within physiological systems 4) recognize the principles of homeostasis in a physiological system and 5) evaluate case based scenarios effectively using knowledge of anatomy & physiology

**LEARNING OBJECTIVES and STUDY GUIDE**

The "learning objectives", located at the beginning of each section in the Study Guide, point out major facts and concepts which you should use to direct your studies. One of the most important skills students can learn is **Self-Assessment**. To be successful in College, you must be able to accurately assess your own level of understanding and preparedness. Reviewing the Learning Objectives will be an important component in this effort. Quiz and midterm questions will be based on, **but not limited to**, the objectives, material presented in the study guide and other information presented in class or obtained from worksheets given in class. However, it is important to realize that the course is much more than learning a series of related facts and concepts. During the year we will concentrate on critical thinking and problem solving and continue to talk about how people learn and effective study strategies. These may require you to develop new learning skills and strategies. Part of our goal for this class is to facilitate the development of these skills.

**LECTURES AND LABORATORY**

Lectures in this online format will incorporate a mixture of videos (my lecture videos and supplemental videos to add dimension and detail to the topics), activities, assignments, and written work. Being thorough and self-motivated is essential to success in academia

in general, but particularly necessary for online courses. I encourage you to use your course calendar (at the end of the syllabus) to identify the topics that we will focus on during class and scan the appropriate material in the lecture notes, study guide, or textbook before class.

Lab activities in this online format will be heavily modified from the face-to-face experience. However, the goal of all activities for this course (e.g., labs, homework, pre-lab assignments, practice questions) is to help you prepare for the rigors of your future educational and professional goals. Material presented in lab will both complement lecture material and represent a portion of each future exam. Throughout each week's material you will have multiple assignments.

### **COURSE ASSIGNMENTS, QUIZZES, EXAMS, AND GRADING**

Course assignments, quizzes and exams give you a chance to review and to be challenged by the material you have learned and help you evaluate how you are doing in the course. During the term there will be 7 weekly quizzes, one midterm exam, a variety of homework assignments, and a comprehensive final exam. Timeliness should be an important component of all that you do, and this course will be no exception. **No late work is accepted in this class!!!** When you email an assignment to me, I will respond to your email indicating that I received the assignment & could open it. If I **DO NOT** respond to your email, it means that I **DID NOT** receive your assignment & **it is your responsibility** to send it again or find another means for turning in the assignment on time!!!

Exams will consist entirely of multiple-choice questions. Some questions will test your memory of structures and functions while others will require an application of your knowledge to unique situations and problems. If for any reason you are unable to take a quiz at the scheduled time and fail to plan with the instructors prior to the exam, you will be allowed to replace the missed score with the midterm (if the quiz is before the midterm) or the final if the quiz is after the midterm. However, this will only be done once, and any other missed quizzes will result in a zero. **Communication is KEY to your success!**

### **Study Suggestions**

There are many study strategies that can help you be successful in this class. These include the following: **keep up** with the information presented in class by **reviewing** a little each day, **read your textbook** when there are areas that we have covered in class that are unclear to you, and be sure to **turn assigned work in on time**.

**Normally we encourage students to form study groups, however clearly this term face-to-face meetings will not be possible.** However, that does not mean that you cannot have useful interactions with fellow students & myself via our class Moodle page. It is important for you to find out what you are clear on and what you do not understand before a quiz or exam: the virtual interactions online will help you to do this in a non-threatening environment. If you can distribute your effort out over the entire term, rather than having to "cram" for exams you will learn better. You will find that every topic is connected to those that precede and follow. If you study and understand each topic as you go, you will have a firmer foundation for learning what comes next. More importantly, studying regularly helps you learn better.

### **ATTENDANCE POLICY**

Obviously in an online format there is no 'attendance' being taken. However, it is essential that you are participating in class every week. To help manage your time allocated to this course I will implement a set pattern for each week.

- Course materials will be divided into three folders (Monday Lectures, Tuesday Lab Day, and Wednesday Lectures). You will need to be working on those materials throughout the week to keep up.
- Activities, Pre-labs, Homework & 'labs' will be assigned by the beginning of the week and will be due by Thursday of that week by 5 pm. All assignments must be turned in electronically.
- Nearly every week has an assessment. Short lecture **quizzes**, **midterms** and/or a **lab quiz**, or a **final exam**. See the schedule on the last page of the syllabus. These **MUST** be completed by their deadlines. Communicate with me immediately if you have technical issues during an exam.

### **CREATING AND MAINTAINING A HEALTHY LEARNING ENVIRONMENT**

I value everyone as a learner in my classroom, and the online environment is no different. I expect that you will as well. I ask that we do not tolerate any disrespectful behavior towards anyone else in the class space be it face-to-face or online. If you have a problem with communication in class, please let me know. Maintaining a respectful and peaceful class atmosphere is an important component to facilitating your success as students.

The LBCC community is enriched by diversity. Everyone has the right to think, learn & work together in an environment of respect, tolerance & goodwill. I actively support this right regardless of race, creed, color, personal opinion, gender, sexual orientation, or any of the countless other ways in which we are diverse.

### **e-Learning Site (Moodle)**

Moodle will be used extensively in this course as a means for communication and facilitation of success in this course. Throughout the term all lecture materials, lab materials and assignments will be posted to the Moodle site. As such, it is the responsibility of the student to establish their access to the Moodle site and check their LBCC email account regularly to keep up with correspondence regarding this class.

### **PLAGIARISM/CHEATING POLICY**

**Plagiarism or cheating** will result in an F for the assignment. What is plagiarism? Turning in someone else's work as if it were your own: using sources (another person's ideas, words, or facts) without giving credit to them, and listing sources at the end of the paper or copying a paper off the Internet; etc. Although collaboration is important in learning, ultimately each student is responsible for demonstrating individual ability. **Cheating** on exams and copying homework will result in a zero for that activity and may result in further disciplinary action.

Exam results will be available after the exam closes. **Copying exam questions, taking pictures of exams, using internet sources during exams or other forms of documentation are strictly prohibited & any student engaging in such activities will earn a ZERO on the exam and will be reported to the Dean of Science Engineering and Math.**

### **DISABILITY STATEMENT**

You should meet with your instructor during the first week of class if

- you have a documented disability and need accommodations,
- your instructor needs to know medical information about you, or
- you need special arrangements in the event of an emergency.

If you think you may need accommodation services, please, contact Center for Accessibility Resources, 917-4789.

### **YOUR GRADE**

Your grade will be determined by your performance in several categories. Course points in each category toward the final grade are shown below:

7	Weekly Quizzes (10 questions each).....	100	A=100 - 90.0%
1	Midterm Exam (50 questions).....	50	B=89.9 - 80.0%
4	Lab Quizzes (15-30 questions each).....	60	C=79.9 - 70.0%
	Homework/Lab .....	30	D=69.9 - 60.0%
	Final Exam.....	50	F=59.9% or below

\*Distributions are approximate & may be subject to minor revision\*

The above distribution of points is an approximate and as with the course schedule may be subject to minor adjustment. However, even in the event of minor adjustment, grades will be determined as a weight that will remain consistent with the above agreement. Meaning that examinations will be ~89% of your grade & other work will comprise ~11% of your ultimate grade to be consistent with department standard.

**BI 231 Human Anatomy and Physiology MAY BE SUBJECT TO MINOR ADJUSTMENT**

Lecture Schedule, Spring, 2021 [Topics are broken up to provide you guidance about how to progress and keep up.](#)

	Monday	Tuesday Labs	Wednesday
1	3-29 Course Introduction Homeostasis (Ch 1) Basic Skills	Homeostasis (Ch 1) Basic Skills	Polarity, Biological Molecule Review & Proteins (Ch 2)
2	4-5 <b>Quiz 1</b> Enzymes & Reactions (Ch 2)	Enzymes	ATP, DNA & RNA
3	4-12 <b>Quiz 2</b> Cells/Cell Division (Ch 3)	Genetics & Cell Function Cells/Cell Division	Cells/Cell Division & Cancer
4	4-19 <b>Quiz 3</b> Membrane structure (Ch 3)	Molecular Activity	Diffusion & Osmosis
5	4-26 <b>Midterm</b> Tissues	Tissues (Ch 4)	Tissues (Ch 5)
6	5-3 <b>Quiz 4 AND Tissue Quiz</b> Skin (Ch 5)	Skeletal System (Ch 6, 9)  Chapter 7 & 8 as reference	Skeletal System  Chapter 7 & 8 as reference
7	5-10 <b>Quiz 5 AND Bone Quiz 1</b> Skeletal System	Skeletal System	Skeletal System Joints (Ch 9)
8	5-17 <b>Quiz 6 AND Bone Quiz 2</b> Skeletal System Joints (Ch 9)	Muscular System (Ch 10) Chapter 11 as reference	Muscular System
9	5-24 <b>Quiz 7</b> Muscular System And Fatigue	Muscular System And Fatigue (Ch 10)	Muscular System
10	5-31 <b>Muscle Quiz</b> Muscular System	Muscle System Wrap-Up	
11	6-7 Through 6-9 (Monday through Wednesday) Final Exam must be completed by Wednesday at midnight		