**BI 103 - General Biology: Human Body – Winter, 2019**

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| **INSTRUCTOR:** Zachary Nankee  **OFFICE:** WOH 220  **E-MAIL:** nankeez@linnbenton.edu  ***E-mail is the best way to contact me*** | **CLASS (WOH 205):** MW, 5:30-7:50 pm lectures 530 W lab 6:30-7:50 pm (CRN 41248)  **OFFICE HOURS**: Mondays and Wednesdays 930 am-1030am |

**COURSE DESCRIPTION AND OBJECTIVES**

The purpose of this course is to give you a better understanding of the normal structure and function of the human body. Students will develop appropriate anatomical vocabulary, an understanding of pathology, nutrition, and physiology.

After successfully completing this course, students should be able to:

1. List ways that the human body communicates with or responds to the internal and external environment
2. Explain ways that the human body acquires and utilizes nutrients
3. Explain the role of transport in the human body
4. Relate structure and function as they pertain to the human body

**REQUIRED MATERIAL** Textbook - Thibodeau & Patton, The Human Body in Health and Disease, 7th Ed. Study Guide - Biology 103: Human Body

**GRADING**

Your grade will be determined by your performance in several categories. The contribution of each category towards the final grade is shown below:

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| Midterm .............................................................. 50  Lecture quizzes (2 @ 25 points each) ... 50  Lab quizzes (2 @ 15 points each)………. 30  Activities/Homework .................................. 80  Final Exam (comprehensive).................... 75  Total Points Possible …...…………………… 285 | A = 90 - 100%  B = 80 - 89%  C = 70 - 79%  D = 60 - 69%  F = 59.9% or below |  |

The above distribution of points is only approximate and, as with the course schedule, subject to minor changes. Your grade will be determined by your point standing in the class.

**CLASS ATTENDANCE/MAKE-UPS/LAB**

Course assignments and exams give you a chance to review and to be challenged by the material you have learned. They help you evaluate how you are doing in the course. During the term there will be one midterm, two lecture quizzes, two lab quizzes, a comprehensive final, lab activities, and a variety of homework assignments. **All assignments are due at the beginning of class and will not be accepted after the first ten minutes of class, *late work will not be accepted***. If you know that you are going to miss a class, you can e-mail me your homework (a picture taken with a smartphone works well), you can turn it in early or you can give it to someone else to bring to class on the day that the assignment is due. If you e-mail me an assignment, I will respond with confirmation that it was received. If you do not receive confirmation, then I did not receive the assignment! You must attend 60% of the labs to pass this class. Missed labs and lab quizzes may not be made up.

**EXAMS**

Lecture exams and quizzes will consist of multiple choice, short answer, and essay 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 an exam or quiz is missed for a documentable reason, you may be given a make-up **provided that you have contacted me *prior* to the exam or quiz. Students who do not contact me *prior* to an exam or quiz will not be permitted to take a make-up. This opportunity will only be available once per term and is provided at the discretion of the instructor on a case by case basis.** Communication is the key to making certain you have a good opportunity for completing all quizzes and exams.

**LECTURE**

Attending all classes is essential for achieving a good grade in this course. There will be a variety of activities occurring during these meetings including lecture, discussions, discovery worksheets, active learning activities, and group work. I encourage you to use your course schedule to identify the topics that we will focus on during class and read the appropriate material in your textbook before we meet.

**STUDY SUGGESTIONS**

Many study strategies may facilitate your success in this class. Some such strategies are detailed below:

* **Review class notes** each day so you can gauge your understanding and ask questions on material you do not understand.
* **Review material before class** by reviewing the posted lecture slides. This is a fast-paced course and we cover a lot of material, having this review done *before* class will help you get the most out of our class time.
* **Read your textbook,** when there are areas that we have covered in class that are unclear to you. I would suggest skimming the book (Read objectives in the beginning of the chapter, read first sentence of paragraphs, and bold words. Then go back and see if you’ve answered the objectives)
* **Turn** **assigned work in on time**, every single point counts!

It is very important that you keep up with the material and not get behind. Most students find it helpful to participate in a **study group** that meets for an hour or two once or twice per week to review material. Use the study group to check your knowledge, to quiz each other, to ask about points you do not understand, and to help each other learn difficult material. It is important for you to identify areas that are unclear and material you do not understand *before* a quiz or exam.

Keeping up with your reading and participating in a study group pays off in the long run because you will not have to “cram” for exams. More importantly, studying regularly helps you learn better. You will find that every topic is connected to those that precede and follow it. If you study and understand each topic as you go, you will have a firmer foundation for learning what comes next.

Review information that we did in class-the day of or the day after class. I suggest a spider web.

**MOODLE**

Moodle will be used in this course as a means for communication and facilitation of success in this course. Lecture materials, supplemental materials, announcements and assignments will be posted to the Moodle site. It is the responsibility of the student to establish their access to the class Moodle site and update their email address on the site to ensure they receive any correspondence from me or other students. It is advised that students log on to Moodle daily to receive updates and course details.

**STUDENT BEHAVIOR**

Although collaboration is important in learning, ultimately each student is responsible for demonstrating individual ability. **Cheating** on exams and copying homework/activities will result in a zero for that activity and may result in further disciplinary action. Exam results will be reviewed in class, but students will not be allowed to keep the exam questions. Any student may come to my office to review their exams in more detail, but no documentation of specific exam questions is allowed. Copying exam questions, taking pictures of exams or other forms of documentation are strictly prohibited & any student engaging in such activities may face further disciplinary consequences. **Plagiarism** is also cheating and includes 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, not listing sources at the end of a paper or copying a paper off the Internet, etc. If you use a resource for an assignment, *you must put the answer in your own words or you will not be given credit for the work*. Further details about LBCC’s policy on cheating may be found in the Administrative Rule: 7030-02, Academic Integrity. The basis for determining behavior and expectations in this class is outlined in the LBCC Student Handbook.

* **Cell phones**: As a courtesy to your fellow students and instructor, please turn off all cell phones during class. **You may not talk on, text message, or otherwise use your cell phone in class.** It must be put away while class is in session. Anyone who answers a phone or is found texting in class will be considered to be creating a disturbance. You will be asked to put it away once, if it occurs again you will be asked to leave the class for the day. Anyone who needs to have a phone on (emergency only) must clear it with me prior to class.
* **Computers:** Personal computers will only be permitted for notetaking purposes. Devices being used for any activity unrelated to the course topic for that day will not be tolerated. Students engaging in e-mail, internet surfing/shopping, Facebook, etc. will be immediately required to put the device away.
* **Late policy:** Being timely is important as entering the classroom late is disruptive to the instructor and to your fellow students. If you are late, please *quietly* find a seat in the back of the class. Leaving class early is a disruptive behavior so plan to stay for the entirety of the class session. If you must excuse yourself early, please discuss your intention *before* class whenever possible.

**LEARNING ENVIRONMENT**

I value the learning experience of *every* student in my classroom. I ask that we do not tolerate any disrespectful behavior towards anyone else in the classroom. If you have a problem or witness anything in class, please let me know. Maintaining a respectful and peaceful classroom 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, and work together in an environment of respect, tolerance, and 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. Linn-Benton Community College is an equal opportunity educator and employer.

**DISABILITY SERVICES AND EMERGENCY PLANNING**

LBCC is committed to inclusiveness and equal access to higher education. If you have approved accommodations through the Center for Accessibility Resources (CFAR) and would like to use your accommodations in this class, please talk to me as soon as possible to discuss your needs. If you believe you may need accommodations, but are not yet registered with CFAR, please go to <http://linnbenton.edu/cfar> for steps on how to apply for services or call 541-917-4789.

**INCLEMENT WEATHER POLICY**

If LBCC campus is open, class will be held as scheduled. Only if the campus is closed will an exam be postponed and this will be made up on the next scheduled class date following the closure. Special exceptions will not be made for those who could not make it to class - be prepared for alternate methods. You may visit the college website for closure information.

**BI 103 – General Biology: Human Body**

**Tentative Lecture & Laboratory Schedule, Spring 2019**

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|  | Monday (5:30 - 7:50pm) | Wednesday (5:30 - 7:50pm) |
| Week  1 |  | 4/3  Introduction & Homeostasis  *Chapter 1*  *Homeostasis Lab* |
| Week  2 | 4/8  Body Systems  *Chapter 5*  Skeletal System 1  *Chapter 8* | 4/10  Skeletal System 2  *Chapter 8*  *Skeletal System Lab*  *Cells Lab* |
| Week  3 | 4/11  Integumentary System  *Chapter 7*  Muscular System  *Chapter 9* | 4/17  Nervous System 1  *Chapter 10*  *Muscular System Lab*  **Lecture Quiz #1** |
| Week  4 | 4/22  Nervous System 2  *Chapter 10*  Special Senses  *Chapter 11* | 4/24  ***Muscle Lab Quiz***  *Nervous System & Senses Lab* |
| Week  5 | 4/29  Endocrine System  *Chapter 12* | 5/1  Blood  *Chapter 13*  *ANS & Endocrine Lab* |
| Week  6 | 5/6  ***Midterm***  Cardiovascular System 1  *Chapter 14* | 5/8  Cardiovascular System 2  *Chapter 15*  *Cardiovascular System & Blood Lab* |
| Week  7 | 5/13  Immune System 1  *Chapter16* | 5/15  Immune System 2  *Chapter 16*  *Immune System Lab* |
| Week  8 | 5/20  Respiratory System  *Chapter 17* | 5/22  Digestive System 1  *Chapter 18*  *Respiratory System Lab*  ***Lecture Quiz #2*** |
| Week  9 | 5/27  **No School –Memorial Day** | 5/29  Digestive System 2  *Chapter 18*  *Digestive System Lab* |
| Week  10 | 6/3  Urinary System  *Chapter 20* | 6/5  Reproductive System  *Chapter 23*  *Urinary System Lab* |

**Week 11: Final Exam is Monday, June 10th @ 5:30-7:20pm**