# NORTH CENTRAL TEXAS COLLEGE

# COURSE SYLLABUS

## **COURSE AND INSTRUCTOR INFORMATION**

**Course title: Anatomy and Physiology 1**

**Course prefix, number, and section number: Biol 2401 sections 341 and 343**

**Semester/Year of course: Fall 2023**

**Semester start and end dates: Start date, August 28th. End date December 16th.**

**Modality (Face to face/Synchronous or Asynchronous online/Hybrid): Online only**

**Class meeting location, days, and times: Online only**

**Lab meeting location, days, and times: Online only**

**Semester credit hours: 4**

**Course description:** Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

**Course prerequisites: None**

**Required course materials:**

**Required Textbook/ISBN:** Registration in this course gives you access to the eBook, *Anatomy & Physiology: The Unity of Form and Function* 10th Edition by Kenneth Saladin with McGraw-Hill Connect.  You do not need to purchase a separate textbook or access code.  We are participating in the Inclusive Access Program where the materials are available in Canvas on the first day of class. Students are charged a discounted price for the required materials through their account after enrolling in a course using Inclusive Access textbooks.  You can register for Connect and access your assignments directly from Canvas by clicking on a McGraw-Hill Connect assignment without an additional payment or access code. You can find instructions to register here:  [McGraw-Hill Inclusive Access Registration Instructions via CanvasLinks to an external site.](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fwww.mheducation.com%2fhighered%2fsupport%2fconnect%2ffirst-day-of-class%2fia-canvas.html&c=E,1,7pt1z1wjzd_0SEeepgAxlFgBK9lgeg__rP7WUtrGfIbTjo9EM_rAZuKna50TNqk_Kk-BwGp7d8eLWi7X5UYemTBK1r5oXutjrH9KV7YfR2bFAhNzpt33nzYVWA,,&typo=1).  You may also purchase an optional discounted loose-leaf copy of the textbook from McGraw-Hill or the bookstore if you would like to have a physical copy of the text.  You may use your financial aid to purchase this loose-leaf text through the bookstore until 9/7/23.

Students can opt out of the program.Please be advised it is **NOT recommended** that you opt out, as these materials are required for your course and are given to you at a reduced price. If you wish to opt out of the Inclusive Access material you must contact 1263mgr@follett.com with your name and student ID number, before the deadline of 9/7/23.  If you opt-out, you will be responsible for purchasing course materials on your own **at the higher opt-out price**.

**Name of instructor: Belinda Anderson**

**Office location: Bowie campus room #132**

**Telephone number: (940) 872-4002 Ext. 5217**

**E-mail address: banderson@nctc.edu**

**Office hours for students: Bowie campus Monday 12:30-3: Online Monday 9-10 and 3-5, Tuesday 11:30-12:30 and 2-3, Wednesday 9-1.**

## **SYLLABUS CHANGE DISCLAIMER**

The faculty member reserves the right to make changes to this published syllabus if it is in the best interest of the educational development of this class. Any such changes will be announced as soon as possible in person and/or writing.

## **SUMMARY OF COURSE ASSIGNMENTS**

**List of graded assignments:**

 **3 Lecture exams and 1 Final @ 40% (lowest exam dropped)**

 **3 Lab Practicals @ 25% (lowest exam dropped)**

 **Weekly APR and virtual lab assessements @ 15%**

 **Weekly lecture/Smartbook assessments @ 15%**

 **Discussions @ 5%**

**Total point value = 100%**

**Final grade scale: 90% to 100%= A, 80% to 89.99%= B, 70% to 79.99%= C, 60% to 69.99%= D and below 60%=F**

**Late work policy: No late work accepted**

**SEE CANVAS FOR THE COMPLETE COURSE CALENDAR, OUTLINE, DETAILED DESCRIPTION OF GRADED WORK, AND OTHER RELATED MATERIAL.**

## **COURSE POLICIES**

**Academic Integrity Policy:** Scholastic dishonesty shall include, but is not limited to cheating, plagiarism, academic falsification, intellectual property dishonesty, academic dishonesty facilitation and collusion. Faculty members may document and bring charges against a student who is engaged in or is suspected to be engaged in academic dishonesty. See Student Handbook, “Student Rights & Responsibilities: Student Conduct ([FLB (LOCAL)]”.

**Attendance Policy:** Regular and punctual attendance is expected of all students in all classes for which they have registered. All absences are considered to be unauthorized unless the student is absent due to illness or emergencies as determined by the instructor. It is the student responsibility to provide documentation as to the emergency for approval and judgement by the faculty member. Approved college sponsored activities are the only absences for which a student should not be held liable and only when provided by a college official ahead of the absence. Valid reasons for absence, however, do not relieve the student of the responsibility for making up required work. Students will not be allowed to make up an examination missed due to absence unless they have reasons acceptable to the instructor. A student who is compelled to be absent when a test is given should petition the instructor, in advance if possible, for permission to postpone the exam. Student will be dropped from a class by the Registrar upon recommendation of the instructor who feels the student has been justifiably absent or tardy a sufficient number of times to preclude meeting the course’s objectives. Persistent, unjustified absences from classes or laboratories will be considered sufficient cause for College officials to drop a student from the rolls of the College. From Board Policy FC (LOCAL)

**Withdrawal Policy**

A student may withdraw from a course on or after the official date of record. It is the student’s responsibility to initiate and complete a Withdrawal Request Form.

**Last day to withdraw from the course with a “W” is:** November 6th, 2023.

**Student Learning Outcomes: Lecture Learning Outcomes**

1. Use anatomical terminology to identify and describe locations of major organs of each system covered.
2. Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
3. Describe the interdependency and interactions of the systems.
4. Explain contributions of organs and systems to the maintenance of homeostasis.
5. Identify causes and effects of homeostatic imbalances.
6. Describe modern technology and tools used to study anatomy and physiology.

**Lab Learning Outcomes**

Upon successful completion of this course, students will:

1. Apply appropriate safety and ethical standards.
2. Locate and identify anatomical structures.
3. Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems, and virtual simulations.
4. Work collaboratively to perform experiments.
5. Demonstrate the steps involved in the scientific method.
6. Communicate results of scientific investigations, analyze data and formulate conclusions.
7. Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing, and summarizing, to make decisions, recommendations and predictions.

**Core Objectives:**

Critical Thinking

Communication

Teamwork

Empirical and Quantitative Analysis

## **COLLEGE POLICIES**

**STUDENT HANDBOOK**

Students are expected to follow all rules and regulations found in the Student Handbook.

**ADA STATEMENT**

NCTC will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations to afford equal educational opportunity. It is the student’s responsibility to contact the Office for Students with Disabilities to arrange appropriate accommodations. See the OSD Syllabus Addendum.

**STUDENT SERVICES**

NCTC provides a multitude of services and resources to support students. See the Student Services Syllabus Addendum for a listing of those departments and links to their sites.

## **QUESTIONS, CONCERNS, or COMPLAINTS**

The student should contact the instructor to deal with any questions, concerns, or complaints specific to the class. If the student and faculty are not able to resolve the issue, the student may contact the chair or coordinator of the division. If the student remains unsatisfied, the student may proceed to contact the instructional dean.

**Name of Chair/Coordinator:** Jaime Noles

**Office location:** Gainesville 408

**Telephone number:** 940-668-7731 ext. 4930

**E-mail address:** jnoles@nctc.edu

**Name of Instructional Dean:** Mary Martinson

**Office location:** Gainesville 1403

**Telephone number:** 940-668-7731 Ext.4377

**E-mail address:** mmartinson@nctc.edu