

BIO 193: ANATOMY AND PHYSIOLOGY I
Summer 2008

Instructor: Dr. Mallon Harris
Credit Hours: 5
Class Hours: 4
Laboratory Hours: 3

Phone:404-368-7082
mharris@chattcollege.com
Office B-113

I. Prerequisite: Associate Level Admission and Eng 191

II. Text:

Required:

Shier, David, Jackie Butler and Ricki Lewis. 2007. *Hole's Anatomy & Physiology*. Eleventh Edition. Dubuque, IA: William C. Brown Publishers.

Martin, Terry R. 2004. *Laboratory Manual: Hole's Anatomy & Physiology*. Eleventh Edition. Dubuque, IA: William C. Brown Publishers.

III. Course Description:

This course introduces the student to the anatomy and physiology of the human body. The course will follow a systems approach to the structures of the human body and their functions. Hands-on laboratory experiences support classroom learning. Topics include: body organization, cell structure and function, tissue classification and the integumentary, skeletal, muscular, nervous and endocrine systems. This is the first half of a two quarter sequence in anatomy and physiology (BIO 194: Anatomy and Physiology II.)

IV. Competency Areas:

- A. Medical Terminology Describing the Human Body
- B. Structure and Function of the Human Body
- C. Laboratory Equipment and Procedures

V. Course Goals and Objectives:

After successfully completing this course the student will:

- A. Identify the basic structures and functions of each body system.
- B. Describe the relationships between the body systems.
- C. Locate, define and use proper terminology for all structures.
- D. Demonstrate proper use of laboratory equipment.
- E. Demonstrate appropriate laboratory procedures.

VI. Course Requirements: To successfully complete this course, the student must:

- A. Complete all reading assignments.
- B. Answer assigned Review Exercises found at the end of each chapter.
- C. Complete all examinations with a minimum average of 70%.
- D. Participate in and complete all laboratory exercises.

VII. Examinations:

There will be four tests over lecture and practical laboratory materials given throughout the quarter. The 50 lecture questions on each test will consist of multiple choice or matching questions. The 25 laboratory questions on each test will consist of identification of objects and specimens as well as conceptual questions which are related to information presented in the laboratory as well as questions with the following formats: short answer, labeling of diagrams and drawings. The schedule for these tests is subject to change. None of these tests is comprehensive nor cumulative. All tests must be taken on the day that they are given; missed tests can only be taken with a documented and valid excuse.

Any test that has not been taken by the week following the date of the test with the acceptance of a documented and valid excuse will not be administered and the student will receive a grade of zero for that test.

Tests must be taken on the day that they are given. An exception will be made for students that have tendered an acceptable excuse prior to or on the next class period after a missed test. The test must be made up by one week after the missed test, otherwise a grade of F will be given.

VIII. Evaluation Procedures:

- A. Each lecture and laboratory test is worth 75 points.
- B. An academic performance grade will be given as an average percentage of total points, equal to the following grades according to Chattahoochee Technical College policy: 100 - 90% (A), 89 - 80% (B), 79 - 70% (C), 69 - 60% (D), and less than 60% (F).
- C. A work ethics grade will also be given as ascribed by Chattahoochee Technical College. This grade will reflect evaluation of **attendance**, character, teamwork, appearance, attitude, productivity, organizational skills, communication, cooperation, and respect. The grading scale is as follows: exceeds expectations (3), meets expectations (2), needs improvement (1), and unacceptable (0).

IX. Disability Accommodations:

Students who need accommodations are asked to arrange a meeting during office hours during the first week of classes, or as soon as possible if accommodations are needed immediately. If you have a conflict with office hours, an alternate time can be arranged. To set up this meeting, please contact me. Bring a copy of your Accommodation Memo and an Instructor Verification Form to the meeting. If you do not have an Accommodation Memo but need accommodations, make an appointment with Disability Services at 770-528-4529.

X. Notice to Students Who Stop Attending Classes:

- A. STUDENTS must initiate withdrawal from a course(s) by completing the appropriate form through the STUDENT SERVICES OFFICE.
- B. Instructors WILL NOT initiate withdrawal for students who stop attending any course(s). Withdrawal is a STUDENT option.
- C. STUDENTS withdrawing from a course(s) after the drop/add period (July 1-3) through the end of the 5th week of the quarter (August 06) will receive a grade of "W".
- D. STUDENTS withdrawing from a course(s) during the 6th, 7th, or 8th week of the quarter (August 27) will receive a grade of "WP" or a "WF".
- E. STUDENTS who have not withdrawn or do not attend class after the end of the 8th week of the quarter (August 27) WILL NOT be withdrawn by the instructor and WILL receive the appropriate letter grade (A, B, C, D, F, S, or U).

XI. Academic Dishonesty:

A student is subject to disciplinary action by the institution which may include suspension or expulsion for academic dishonesty including cheating, plagiarism, and providing false information to the institution. Note: all forms of academic dishonesty including, but not limited to, cheating on a test, plagiarism, collusion, and falsification of information will be cause for discipline.

Cheating on a test is defined to the following:

- A. Copying from another student's test paper.
- B. Using materials during a test not authorized by the person giving the test.
- C. Collaborating with any other person during a test without permission.
- D. Knowingly obtaining, using, buying, selling, transporting, or soliciting, in whole or in part, the contents of any unadministered test.
- E. Bribing any other person to obtain information about tests.
- F. Substituting for another student or permitting any other person to substitute for oneself.

XII. Plagiarism:

Plagiarism is defined as the appropriation of any other person's work and the unacknowledged incorporation of that work in one's own work offered for credit. Collusion is defined as the unauthorized collaboration with

another person in preparing work offered for credit.

XIII. Attendance Policy:

Students are expected to be punctual and attend all classes for which they are registered. Each student should recognize at the beginning of his/her postsecondary career that a mature acceptance of his/her responsibilities is a requisite for reasonable accomplishment in postsecondary work; this applies particularly in the area of class attendance. Students anticipating an absence or tardiness should contact the instructor in advance or provide notification as soon as possible. It is the responsibility of the student to account for instructional time missed and to make arrangements for make-up work at the convenience of the instructor. If the student does not attend classes, submit assignments, or, when applicable, contact instructors in a timely manner (either in person or by telephone), a failing grade(s) may be issued.

XIV. Offensive Statements:

Offensive statements regarding one's race, sex, creed, national origin, physical disability or mental stability are not appropriate and will not be tolerated. These statements will be considered a violation of the standards of conduct as stated in the current Chattahoochee Technical College catalog.

XV. Electronic Devices:

Electronic devices such as cellular phones with audible ringers will not be tolerated in the classroom.

XVI. Warranty:

Any graduate of Chattahoochee Technical College who is deficient in a competency identified in state program standard shall be retrained at the request of the employer at no cost to the employer or the employee for tuition or instructional fees. This warranty is valid for two consecutive years following the student's date of graduation.

XVII. Tentative Lecture, Laboratory and Test Plan: (Schedule is subject to changes.)

DATE	TEXT CHAPTER/TESTS	LAB EXERCISES/TESTS
07/01	Chapter 1: Introduction	2: Body Organization & Terminology
07/03	Chapter 2: Chemical Basis	2: Body Organization & Terminology Con't
07/08	Chapter 3: Cells	3: Care and Use of the Compound Microscope 5: Cellular Structure & Function
07/10	Chapter 3: Cells (Con't)	6: The Cell Cycle
07/15	Test 1: Chapters 1 - 3 Chapter 4: MiniCellular Metabolism	
07/17	Chapter 5: Tissues	7: Epithelial Tissues 8: Connective Tissues
07/23	Chapter 6: Skin	9: Muscle & Nervous Tissues
07/24	Test 2: Chapters 4 - 6 Chapter 7: Skeleton	10: Integumentary System
07/29	Chapter 7: Skeleton (Con't)	

08/31	Chapter 7: Skeleton (Con't)	11-17: Skeletal System
08/05	Chapter 8: Joints	
08/07	Chapter 9: Muscles	18, 20: Muscles
08/13	Chapter 9: Muscles (Con't)	
08/14	Test 3: Chapters 7 - 9 Chapter 10: Nervous System I	21-23: Muscles (Con't)
08/19	Chapter 10: Nervous System I (Con't)	
08/21	Chapter 10: Nervous System I (Con't)	
08/26	Chapter 11: Nervous System II	25, 27 - 30: Nervous System
08/28	Chapter 11: Nervous System II	
09/02	Chapter 12: The Senses	31 - 36: Somatic & Special Senses
09/04	Chapter 12: The Senses (Cont'd)	
09/08	Final Test: Chapters 10 - 12	