BIOL 2302 – Anatomy & Physiology I Lecture
COURSE SYLLABUS

COURSE NUMBER AND TITLE:
BIOL 2302 Anatomy & Physiology I (Online Lecture Course)

COURSE (CATALOG) DESCRIPTION: A continuation of the study of the structure and function of the human body including the endocrine, cardiovascular, immune, respiratory, digestive, urinary, and reproductive systems. Consideration is given to metabolism, electrolyte and fluid balance, and human development. Prerequisite: BIOL 2301/2101 or BIOL 2401

MAJOR COURSE REQUIREMENTS: This course is divided into the following:

Module 1: The Endocrine System & Maintenance of the Body I
   A. Endocrine System
   B. Blood and Cardiovascular System

Module 2: Maintenance of the Body II
   A. Lymphatic and Immune System

Module 3: The Respiratory and Digestive Systems
   A. Respiratory System
   B. Digestive System/Nutrition

Module 4: The Urinary and Reproductive Systems
   A. Urinary System
   B. Reproductive System

Each module is divided into lessons containing information, animations, practice exercises and assignments. Some assignments are discussion forums which require interaction with other course members. At the end of each module you will be assessed by an exam. Proctored midterm and final exams are required. This course will be delivered online using: two websites: 1. TSTC Moodle (https://mycourses.tstc.edu/) & 2. Mastering A&P (www.masteringaandp.com)

LEARNING OBJECTIVES: Overall Student Learning Objectives for BIOL 2301
Specific learning objectives are included at the lesson level on each lecture lesson introduction/task sheet. Pay close attention to the learning objectives in the introduction/task sheets as they are the basis for all exam questions. The overall objectives for the course are below. You will be able to:

1. Identify the principal components of the endocrine system according to their location, structure, chemical secretion, effect on body tissue, and disorders associated with malfunction.

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OFFICE HOURS: TBA
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2. Identify the primary components of the digestive system according to their basic structure, location, and physiological role in the process of digestion.

3. Identify the mechanical and the chemical process involving carbohydrate, protein, and fat foods types.

4. Identify the organs of the respiratory system and explain how they function in obtaining the oxygen needed for oxidation of nutrients and in removing the waste carbon dioxide that results from oxidation.

5. Identify the structure and function of red blood cells, white blood cells, and blood platelets, the mechanisms that serve to control the members of these cells, and various blood disorders.

6. Identify the structure of the heart, which acts to pump blood, and the structure of the blood vessels, which carry the blood between the heart, the body cells, and the various organs that communicate with external environment. Also, identify structures of the lymphatic system and its role in immunity.

7. Identify the major components of the urinary system, function, and formation on urine.

8. Identify the organs of the reproductive systems (male and female), structure and function of the organs, and explain how their functions are regulated by hormones.

CORE OBJECTIVES
1. Critical Thinking – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. Communication Skills – to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. Empirical and Quantitative Skills – to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. Teamwork – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

MAJOR COURSE TOPICS AT-A-GLANCE (Subject to change by your instructor)

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<th>Week</th>
<th>Lecture Module / Lesson</th>
<th>Reading and Resources</th>
<th>Events</th>
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<td>Intro to Course</td>
<td>Ch. 16, resources on Moodle &amp; Mastering A&amp;P</td>
<td>Intro Discussions</td>
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<td>2</td>
<td>Module 1 A. Endocrine System</td>
<td>Ch16; resources on Moodle &amp; Mastering A&amp;P</td>
<td>Lecture Discussion</td>
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<td>3</td>
<td>B. Blood</td>
<td>Ch 17; resources on Moodle &amp; Mastering A&amp;P</td>
<td>Practice Quiz</td>
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<td>4/5</td>
<td>C. Cardiovascular System</td>
<td>Ch. 18; resources on Moodle; Mastering A&amp;P</td>
<td>Lecture Discussion, Module 1 Assessment</td>
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<td>B. Lymphatic System</td>
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<td>7/8</td>
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<td>Module 3 A. The Respiratory System</td>
<td>Ch 22; resources on Moodle &amp; Mastering A&amp;P</td>
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REQUIRED TEXT AND MATERIALS:


   **A.** The *printed* textbook has **ISBN: 9780321743268**. This is available in the TSTC bookstore.

   **B.** Mastering A&P access may be purchased online through the Mastering A&P website.

   **C.** You can purchase access to Mastering A&P with the *ebook*. The ebook is the online version of the textbook and can be used instead of a print copy of the book. This is definitely an option as it is cheaper as long as you are okay with not having a printed version of the textbook.

   **D.** It is fine for you to use an older version or used copy of the text. You will just need to purchase access to Mastering A&P. **This is required for your success in the online course!**

Follow the instructions found on the Mastering A&P login procedures sheet to purchase and log-on to Mastering A&P (the sheet can be found on the Moodle course site under General Course Information). Please note that once you have access to Mastering A&P that you can use it for multiple semesters and for both lecture and lab courses.

2. **Required Computer & Software:**
   - Internet accessibility (high speed)
   - Browser – Mozilla Firefox (download for free)
   - Access to Moodle ([https://mycourses.tstc.edu/](https://mycourses.tstc.edu/)). For questions, contact the Distance Learning Department (956-364-4950) or Help Desk via phone: 1-800-592-8784, email: [tstchelpdesk@tstc.edu](mailto:tstchelpdesk@tstc.edu), or Yahoo IM: tstchelpdesk.
   - On the Moodle site run the Moodle Browser check to ensure that your computer will run Moodle and course quizzes and tests properly.
   - For more information on TSTC Moodle System Requirements, access the Moodle Quick Start Guide for Students: [https://mycourses.tstc.edu/file.php/1/docs/quickstartstudent.pdf](https://mycourses.tstc.edu/file.php/1/docs/quickstartstudent.pdf)
GRADING CRITERIA & SCALE:

- Determined by successfully meeting course objectives, being an active participant in the course, and completing assignments and exams by deadlines.
- Various assignments for extra credit points will be offered in the course throughout the semester.
- Grading Scale: A = 90-100%; B = 80-89%; C = 70-79%; D = 60-69%; F = <59%

ACCOMODATION STATEMENT:

If you have a documented disability which will make it difficult for you to carry out classwork as outlined and/or if you need special accommodations due to a disability, please contact (956) 364-4520 or visit the Support Services Office in the Auxiliary Services Building as soon as possible to make appropriate arrangements.

CLASS POLICIES:

1. **Copyright Statement**

   The materials used in the course (textbooks, handouts, media files (podcast, MP3, Videos, RSS Feeds), and all instructional resources on the colleges Learning Management System (Moodle) are intended for use only by students registered and enrolled in this course, and are only to be used for instructional use, activities associated with, and for the duration of the course. By "handouts," this means all materials generated for this course, which includes but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, and any additional materials. These materials may not be retained in another medium or disseminated further. They are provided in compliance with the provisions of the Teach Act. These materials may not be reproduced, displayed, modified or distributed without the express prior written permission of the copyright holder or TSTC. For further information contact your instructor.

2. **Communicating with your instructor**

   Your instructor will correspond with you within your TSTC Moodle course via the News Forum, Discussion Forums, and Moodle Messaging. Although you may receive messaging notifications to your personal email account, your responses should be made within the Moodle environment by responding to the appropriate Discussion Forum post or Moodle message. It is your responsibility to check Course Discussion Forums and Messages on a daily basis. In the event that Moodle is down or if the instructor advises, you may email the instructor at cmwimberley@tstc.edu. All correspondence to the instructor at this email address must come from your TSTC student mymail.tstc.edu email address and must contain the course you are enrolled in within the email subject line.

   Your instructor will make every attempt to respond to your emails within 24 hours, except on Saturdays and holidays. Any technical questions should be directed to the TSTC Help Desk at 1-800-592-8784, tstchelpdesk@tstc.edu or Yahoo IM: tstchelpdesk.
3. Course schedule and Due dates:
   All assignment due dates can be found on the course calendar that I provide to you (not
   the Moodle calendar) on the course website under General Course Information. Alterations to
   assignments will be communicated to the students via Moodle email and announcement
   features. All assignments are due on dates specified. Failure to meet deadlines will result in a
   50% reduction in grade for each day late. Online quizzes and exams deactivate if not completed
   by the deadline. Assessments and proctored exams must be taken within the week released
   and cannot be made up. Extra credit assignments are not granted any extension.

4. Assessments and proctored exams:
   Assessments are non-proctored exams. Proctored exams are password protected, must be
   scheduled with the TSTC Testing Center, and must be taken in a proctored setting in the week
   available. Proctored exams cover 70% new material & 30% comprehensive material since the
   last proctored exam.
   You must register in advance for your proctored exams at
   https://secure.harlingen.tstc.edu/workshop/, **Walk-ins are not allowed!** A video on how to
   register can be found at: http://www.tstc.edu/harlingenol/onlinestudentsupport. Testing hours
   and policies can be found at: http://www.tstc.edu/harlingenol/ProctoredTesting. Please access
   this site before reporting for your first proctored exam as there is information that you will
   need to know. If you reside out of the area and need to set up proctored testing arrangements
   call the Online Learning Office at least 2 weeks before the test date to ensure that all necessary
   paperwork is faxed to and from the approved proctored testing site.
   As stated in the Online Learning Student Procter Exam Agreement, **no open books, notes, cell
   phones, extra internet windows, open purses or backpacks, or breaks are permitted during
   proctored exams.** A student caught in this behavior will be instructed to stop the exam and the
   incident reported to the instructor. **This will result in a grade of zero for the exam.**

5. Academic Honesty:
   You are responsible for submitting your own work and completing assignments on an
   individual basis unless stated by the instructor. Copying work from **any source** including
   another student or the instructor is plagiarism. Use of information must be properly cited. All
   forms of scholastic dishonesty in the TSTC handbook are forbidden in this course. See the
   student handbook at http://harlingen.tstc.edu. **Students found engaging in forms of academic
   dishonesty may receive a zero on the work, and F in the course.**

6. Participation:
   You are responsible for being an active participant in the course by interacting with the
   instructor and classmates. Participation will be evaluated at mid-term (50 points) and end-of-
   term (50 points) and will contribute to 100 total points of your grade. See the participation
   rubric on the course website for point breakdown.
7. **Office Hours (virtual and f2f), E-mail, & Lab Sessions:**

I will have virtual office hours on the course website for one hour during the week on Wednesday from 10:00-11:00 AM and from 9:00-10:00 PM on Sunday. This will hopefully accommodate your schedules. If you have not grasped a concept appropriately PLEASE ask for help. I am available in my office as well for those of you in the area.

8. **Netiquette:** You are expected to abide by these rules of netiquette in this course.

1. Even though you are “speaking” to someone online – think about how and what you are “saying”.
2. Pay attention to spelling and grammar. Others are reading your work: do not make it difficult for them by using poor spelling and grammar. In addition, there is no place for inappropriate language in this course.
3. Share your knowledge with others. Post to discussion boards in a timely manner. Other course members may be waiting for you so they can post replies or finish an assignment – do not make them wait until the deadline. This isn’t fair and shows that you are not setting aside appropriate time for your coursework.

**NOTE:** Any changes to this course syllabus will be provided in writing to the student and updated on all posted locations.