

Anatomy – 30-1001 – Essentials of Anatomy and Physiology: *Course Policies – An Overview*

Mission Statement: El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.

LS 109

Mon / Wed

LEC 7:30-8:31AM

LAB 8:35-11:45PM

Email: rsidhu@elcamino.edu

Website: www.elcamino.edu/faculty/rsidhu/ and click <anatomy30-fall09>

Introduction:

I welcome you all to an interesting but demanding semester of Anatomy and Physiology for non-professional majors. I will use a combination of power point presentations and diagrams / explanations on white erase board. Power point presentations help the visual learners but also aid me to speed up course. White board explanations and diagrams give you more time to capture things in your imagination. So I use these tools like accelerator and brake pedal for smooth progression of the course. You will have one permanent lab partner but you can join others to form small groups. You learn better in pairs or small groups. You need to attend every class and lab work sincerely and study daily to get good grades.

Anatomy 30 - Essentials of Anatomy & Physiology is the comparative study of anatomy and physiology in the human and fetal pig. It includes dissection of the preserved fetal pig. The similarity of structure and function of the organ systems of human and pig are discussed. In addition, basic principles of histology, embryology, and genetics are included. This is an introductory general education course designed primarily for non-professional majors. It may meet the Anatomy requirements for the two-year RN and some other health related programs but is not designed to meet the requirements for the BSN and other pre-professional programs. This course is highly recommended as an introductory course to Anatomy 32 and Physiology 31, which are the courses designed for the BSN and pre-professional student.

Learning Environment:

You and I need to commit to create a learning environment during this semester. We need to share this responsibility to check others if they are creating a disturbance for others. All of us have our lows and highs of mood, concentration and energy levels. We need to learn to keep our lows short and insignificant. You will be checking your partner or your small group. Sometimes I will need to protect your learning environment from your own disruptive behavior. This does not mean a dry and formal environment. When we understand each other you will have a nice informal free flowing work culture. You and I will create a learning environment enabling everyone to learn a tough discipline in a relaxed manner.

Requirements:

1. **Text Book:** Essentials of Anatomy and Physiology 5th edition by Martini and Bartholomew
2. **Lab Manual:** Essentials of Anatomy and Physiology 4th edition by Marieb E.N.

3. 21 scantron #882 sheets.
4. A #2 pencil for quizzes and exams.
5. A lab coat or Apron and Surgical gloves for dissections.

And Desired Requirements

6. The anatomy coloring book 3rd edition by Kapit and Elson.
7. A photographic atlas for the anatomy and physiology lab 5th edition by VanDeGraff and Crawley.
8. A package of 3" x 5" flash cards with two 3" diameter metal rings to hold the flash cards.
9. A 3-ring binder with papers to take note.
10. A dissection kit

Course Objectives:

Upon completion of this course, students should be able to:

1. Explain the basic levels of biological organization in the body.
2. Describe the characteristics of living organisms.
3. Define metabolism and homeostasis and give examples of these processes in the body.
4. Explain the major chemical reactions that occur in cells and in the body as a whole.
5. List the general characteristics and organelles of a typical cell.
6. Describe the two methods of cell division, and what each is used for.
7. Explain the role of enzymes, hormones, and neurotransmitters in metabolic processes.
8. Describe the general characteristics and functions of the four basic tissue types: epithelial, connective, nervous, and muscle, as well as their organization in body organs.
9. Identify the structures and function of the organs in the 11 major body systems.
10. Explain the basic functions of the 11 body systems, and how the systems work together to maintain homeostasis.
11. Use the above knowledge to solve typical clinical problems.

Student Learning Outcomes:

1. Students will demonstrate proper microscope techniques to view and identify cells and tissues that compose the body organs, and explain the characteristics of the cell and tissue type that make them suited to organ function.

Exams and Quizzes:

During the semester students take 5 Lecture Exams, 5 Lab Exams and 11 weekly Quizzes.

1. **4 Lecture Exams:** The questions in lecture exams will be based on text book and materials covered in class-room. The type of questions used for lecture exam will include Multiple Choice, Short Answer type, Match the terms and Labeling the diagrams. I will grant make-up lecture exam only under exceptional circumstances indicated by documentary evidence. You need to email me before / on the day of test. If a make-up test is granted, an automatic 10 point deduction will be made from your score. The format of make-up test can be different from the class test.
2. **4 Lab Exams:** Lab Practical Exams have only fill-in type questions based on identification and function of structures. Lab exams cannot be made up.
3. **Quizzes:** The class will have at least 11 quizzes out of which best 10 will count towards grades. A student absent from the quiz earns a zero. Quizzes will start at the beginning of lab class. At the end of each Quiz, I will discuss the answers of the quiz. If you arrive late you cannot appear for the quiz. You can take quiz if other students are still attempting it but you need to turn it in along with other students. You cannot make-up a quiz.
4. **Lab Assignments:** Before you leave the lab I will spot check the exercises given in each lab or review sheets given at the end of Essentials of Anatomy and Physiology Lab Manual. This will help you keep focused on learning. You need to make sure your answers are correct by checking them with your partner or in your group. You need to ask me if you cannot find the correct answers for any question. Each lab has 3 parts for doing lab and completing lab manual questions and review sheet and 1 mark for lab performance including maintaining cleanliness.
5. **Finals:** will be cumulative based on whole syllabus.

Extra-Credit Points:

You can earn a maximum of 20 extra credit points. I will check your flash card sets (3" X 5") occasionally and give you an extra credit point. I can give you any assignment, informed in advance, for extra-credit.

Grading:

4 Lecture Exams	100 points each	300 Points, best 3 counted
4 Lab Exams	75 Points Each	300 Points
25 Lab Assignments	4 Points Each	100 Points
25 Lecture Assignments	2 Points Each	50 Points
11 Quiz Exams	10 Points Each	100 Points, best 10 counted
Lab Finals	All Syllabus	150 Points
Lecture Finals	All Syllabus	200 Points
Total Points	-----	1200 Points

90 – 100%	1080 - 1200	A
80 – 89%	960 - 1079	B
70 – 79%	840 - 969	C
55 – 69%	660 - 839	D
0 – 54%	0 - 659	F

Fall 09 - Important Dates:

1 st day of semester	8/31/09
Last Day to drop and be eligible for a Full Refund of enrollment fee:	9/11/09
Last Day to drop without Notation on Permanent Record:	9/11/09
Last Day to drop with a 'W'	9/25/09
Last Day of semester	12/16/09

If you want to drop this class, you are responsible to go to Admissions and officially drop the class and also fill the lab drop card with the lab technician. Otherwise you will be awarded an 'F' grade instead of a 'W'.

Academic Honesty:

During exams and quizzes any student found looking on other students' tests or consulting notes or books will be awarded zero score and reported to the dean for disciplinary action.

Free Tutoring:

You can avail free tutoring by good tutors in the Learning Resources Center Tutorial Program in the Library on making an appointment by visiting or calling 310-660-3511.

Disabilities:

Please contact the Special Resource Center at 310-660-3295 for documentation of any learning disability. The sooner you inform me, the earlier the arrangements can be made to accommodate you in the class.

Dos and Don'ts:

1. Clean the work area and sitting area before you leave the room.
2. Reach always on time for the class.
3. No early exits, no excuse entertained.
4. No food or drink except water is allowed in the room.
5. No cell phones in the class. If you take out your cell phone, no extra-credit points awarded for the day.