



RANGER COLLEGE

COURSE SYLLABUS

Anatomy & Physiology I

BIOL 2401

4 credit hours

INSTRUCTOR:

Gretchin Geye

INSTRUCTOR: Gretchin Geye

EMAIL: ggeye@rangercollege.edu [best & fastest method of communication]

HOURS: I am available Monday - Saturday from 9AM until 7PM, by email & can talk to you through Google Hangout or even FaceTime if you need more help.

I. Texas Core Curriculum Statement of Purpose

Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

II. Course Description

2401 - 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.

III. Required Background or Prerequisite

Recommended prerequisite: BIOL1407.

IV. Required Textbook and Course Materials

Hole's Human Anatomy & Physiology, 16th Edition Charles Welsh, Duquesne University;
Cynthia Prentice-Craver, Chemeketa Community College

Your Textbook access IS included in Include-Ed therefore you will have FREE ACCESS through McGraw-Hill. Simply go to the "Get to Know Connect" assignment, register & begin! [IF you are a Dual Credit student, you must purchase access because your fees do not have Include-Ed].

The required textbook package includes an eBook version of the textbook included in the Connect PLUS package: For those of you who prefer a hard copy of the textbook, it is available in hard copy with McGraw-Hill offers an upgrade to 'loose leaf' pages when you enter your access code for Connect PLUS at a very low rate. Instructions for how to order a loose-leaf version are in the Welcome Module. Lab access is included in your eBook and the lab portion of the course is 25% of your grade.

V. Course Purpose

Life Science courses focus on describing, explaining and predicting natural phenomena using the scientific method. Courses involve the understanding of interactions among natural phenomena and the implications of scientific principles on the physical world and on human experiences.

VI. Learning Outcomes

Upon successful completion of the course, students will have demonstrated proficiency in the following areas:

1. Practical and working knowledge of basic human anatomy.
2. Understanding of the inter-relations of the human body systems, including: Integumentary, Skeletal, Muscular, Nervous Systems and the Special Senses.
3. General knowledge of levels of organization, cell structure and chemistry.
4. A general knowledge of understanding medical terminology.

VII. Core Objectives

This course meets the following of the six Core Objectives established by Texas:

- Critical Thinking Skills (CT)** – Creative thinking, innovation, inquiry, and analysis; evaluation and synthesis of information
- Communication Skills (COM)** – effective development, interpretation and expression of ideas through written, oral, and visual communication
- Empirical and Quantitative Skills (EQS)** – The manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- Teamwork (TW)** – The ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- Social Responsibility (SR)** – Intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
- Personal Responsibility (PR)** – The ability to connect choices, actions, and consequences to ethical decision-making

VIII. Methods of Instruction

Reading/lectures/notes

Online practice, homework

LearnSmart with Connect Lab Access (APR 3.1)

Labs in which major biological principles will be demonstrated by examination of specimens, conducting experiments and viewing videos virtually.

IX. Methods of Assessment

Grade distribution will be as follows:

Lecture Assignments	15%	89.5%-100% = A
Discussion Board	5%	79.5%-89.4% = B
Lab Assignments	25%	69.5%-79.4% = C
4 Section Exams	30%	59.5%-69.4% = D
Final Exam	25%	59.4% or < = F
	100%	

X. Course/Classroom Policies

1. **Do your own work!** If you have someone else do your work for you, you will not be prepared for the exams. Study groups are encouraged. It sometimes helps to understand a topic when another person is there to dialog with. Copying another person’s assignment is discouraged as you will fail to benefit from not doing your own work, and once again, it is considered intentional plagiarism. Sharing the responsibility is also discouraged. This means one person doing half the assignment and another doing the other half, then sharing answers (once again, plagiarism on both parties involved). If you are going to work together, work on the same question together and discuss any questions that arise along the process. Attempt to understand the material you are working on as you can be assured that you will likely see it again on exams and possibly a future board exam. *Be prepared, learn as you learn!*

2. All students are expected to turn in assignments by the due date. Any student who cannot turn in an assignment by the due date must communicate with the instructor *before* the due date, except in case of an emergency.
3. Make up assignments and tests are at the discretion of the instructor. I understand that unforeseen circumstances occur that inhibit completion of assignments by the due date, or interfere with test scheduling. It is the responsibility of the student to inform me when such circumstances arise.
4. There are 5 exams the course that include 2-3 chapters (the last one is the Final Exam). Exams are taken from your personal computer (Exams 1, 2, 3 & 4). **The Final Exam is a PROCTORED exam either at a Ranger College facility or with ProctorU.** You must make sure you have a good connection before attempting exams, meaning you may have to take your computer to another location during the exam or go to the college library and use one of the computers at that location. **All exams must be taken in order to pass this course.** Due to the fact that ALL Exams/Assignments are open at the beginning of the semester, exams may be taken EARLY, but NOT LATE!! Exams can ONLY be extended for an excused absence (Athletic events or birthday parties are NOT EXCUSED ABSENCES...you know about these prior to the event so plan accordingly and take exams early!) If you have an excused absence an extended exam grades will be reduced for lateness.
6. If you are not doing well in the class and you think you might need to drop it, please contact me first. If you choose to drop, it is *your* responsibility to complete the necessary paper work and submit it to the registrar. Do not expect *me* to drop you or ask *me* to drop you. *You* must initiate the drop. If you don't initiate the drop and you are on my final roster, the only choices I have, as far as a final grade, is F and WF. If you want a W, you must do the paperwork and drop the class.
7. If no assignments are received and you do not respond to email messages, I will assign a grade of F as your final grade in the class. If you wish to avoid this showing up on your transcript, please drop the class as soon as you know you can't handle the required work.
8. I will give incomplete grades (I) under special circumstances only. Additionally, you must have completed 90% of all the assignments and the first three exams taken. Exceptions will be considered on an as needed basis and all incomplete grade rewards must be approved by the department head.

9. Should you or a family member become ill during the semester or if you are involved in any event that might prevent you from completing your work on time; you need to let me know immediately. If you miss an exam or need to drop the course with a grade of incomplete because of this, you will need to supply documentation of the injury, accident, etc., in the form of a doctor's note or hospital admission/release forms.

Communications:

You must **read the DISCUSSION BOARD each and every time you enter the course. ALL OF IT!** I read every single comment and I want you to do the same. I prefer to not repeatedly answer the same question and communicating via the discussion board helps prevent this from occurring but only if each of you read all posts. Please do not post in multiple venues, or send me an email, text and post in two places. Since I read all posts, emails and text messages, I end up reading the same message 4 times. I read my emails multiple times a day so don't hesitate to reach out....I welcome your questions! **ALWAYS CONTACT ME IF YOU HAVE AN ISSUE WITH AN EXAM** so I get the message right away.

Grades and Completing Assignments:

Graded items consist of "Get to Know Connect Quiz, Graded Discussions, lab assignments, lecture assignments (Learn Smart Modules), 4 section exams and the Final Exam.

Lecture assignments consist of completing the Learn Smart Assignments in McGraw Hill Connect and must be done to succeed in this course.

Lab assignments are done in Connect using A&P Revealed 3.2 and the Anatomy Atlas. The labs must be done to succeed in this course.

The Final Exam must be taken at a proctored testing facility or via Proctor U - NO EXCEPTIONS. Proctor U allows you to take exams for a \$25 fee from your desired location utilizing an online proctor.

Exams cover two-three chapters each and the final is not comprehensive.

If you are a Digitex student, you need to contact Gabe Lewis in order to set up testing at your colleges testing facility.

All assignments will be due on the assigned due date that can be found in this syllabus.

You will not receive credit for assignment submitted more than 10 days late, but it is in your best interest to complete all assignments. Many times the grade auto-submits as a zero, so IF you complete an assignment late, you must email me the exact name of the late assignment so that I can manually grade and enter said grade for the assignment.

Please communicate with your instructor if you have extenuating circumstances that you would like to have considered regarding the late policy. Exceptions to this policy are at the discretion of the instructor and will be made on an as needed basis.

I will NOT give any extra credit or make up work or extend any assignments in the last 3 weeks of class.

XI. Course Outline/Schedule

VARIES BY SEMESTER

****Assignments and exams are accepted early. All assignments and exams are available/open beginning the first day of class, EXCEPT for the Final Exam. You may submit any and all assignments early, but submissions received after 10 days late will not be given a grade unless prior arrangements have been negotiated with the instructor.**

Note to Students: The Instructor reserves the right to change the delivery of course content based upon the needs of the class.

XII. Non-Discrimination Statement

Admissions, employment, and program policies of Ranger College are nondiscriminatory in regard to race, creed, color, sex, age, disability, and national origin.

XIII. ADA Statement

Ranger College provides a variety of services for students with learning and/or physical disabilities. Students are responsible for making initial contact with the Ranger College Counselor, Gabe Lewis (glewis@rangercollege.edu). It is advisable to make this contact before or immediately after the semester begins.