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## 1234: A&P 2

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Sabrina Bradley, MS

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Office Hours: M- 11am to 2pm; T & Th- 11am to 12pm

Fall 2022

Tuesday & Thursday

9:30am – 10:50am

Bolin Office 220A

**COURSE DESCRIPTION:** This course emphasizes structure and function of the endocrine, cardiovascular, lymphatic, immune, respiratory, digestive, urinary, and reproductive systems of humans. Concurrent laboratory participation with animal dissection required.

**PREREQUISITES/COREQUISITES:** BIOL 1134 with a grade of C or better

**OBJECTIVES:** As a result of this course, you will be able to:

- Use anatomical terminology to identify and describe locations of major organs of each system covered.
- Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
- Explain contributions of organs and systems to the maintenance of homeostasis.
- Describe the major anatomical and physiological milestones in human development and aging.

**REQUIRED TEXTS AND RESOURCES:**

- McGraw Hill Unity of Form and Function 9th Edition by Saladin; ISBN: 9781260256000

*Required digital materials for this course are part of the Courseware Access and Affordability Program at MSU Texas. Students are charged for required course materials on their student account with the Business Office. Any students who wish to opt-out of the Program and purchase the required course materials on their own must do so prior to 09/07/21. Opt-out instructions are sent to students' official my.msutexas.edu email address after the first day of class. Please contact the MSU Bookstore if you have any questions about the opt-out process.*

**ATTENDANCE AND PUNCTUALITY:** It is expected that students will attend classes regularly and on time. As such, roll will be taken every class period. If you miss class for university related functions, you must provide a signed letter or memo to me at least two days prior to the absence. Those who will not be in class due to a university activity need to turn in work upon returning. If you must miss class for emergencies, illness, or important events, let me know as soon as you can. Medical appointments are not considered part of this category unless it is for an emergency or illness.

**COMMUNICATION:** You are expected to check your student e-mail regularly, as well as check D2L for grade postings and announcements regarding assignment and schedule changes. Because documents will be distributed electronically, you must inform me immediately if there is a problem retrieving them. Problems with due dates and exams must be discussed with me **before** the exam date or due date. The best way to reach me is through e-mail, which I check at least once a day. You can email me directly or via D2L. Leaving a voice mail is the second-best option. If you have a concern or question you need to discuss at length, you can come by during office hours.

**CELL PHONES, COMPUTERS, AND OTHER ELECTRONIC DEVICES:** Once class has begun, use of all electronic devices should be limited to class-related tasks. If special accommodations are necessary or special circumstances require you to take a phone call, please speak to me before class. If there is an emergency and you need to take a call, please exit the lecture hall quietly to conduct your business.

**FOOD AND DRINK:** Drinks are allowed in the lecture hall as long as they are in a screw-top lid or a water bottle. No food is allowed in the lecture halls.

**ACCOMMODATIONS:** Any student who, because of a disability, may require special arrangements in order to meet the course requirements should contact the instructor as soon as possible to make necessary arrangements. Students must present appropriate verification from the University's [Disability Support Services](#) (DSS) Office during the instructor's office hours. Please note that instructors are not allowed to provide classroom accommodation(s) to a student until appropriate verification from DSS has been provided.

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## COURSE REQUIREMENTS

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Deadlines for all assignments are listed in the course calendar at the end of this syllabus.

**Assignments ..... 20% of overall grade**

There will be chapter assignments throughout the semester. You are expected to do these assignments on your own, and they are open book. They are untimed, but they do have a due date by which they must be completed. In addition to individual assignments, there will be three in-class group projects. They will be worth TWO assignment grades.

**Classroom Participation ..... 5% of overall grade**

There will be in-class activities that can be done alone or with a group. These activities consist of questions over the material covered in class that week. Some of these activities will be taken as participation grades. The points earned will then be converted into bonus points at the end of the semester.

**Tests..... 75% of overall grade**

There will be four tests throughout the semester. They will be online tests and will be conducted in class. If you are unable to bring technology to take the exam, you must let me know at least two days in advance so a paper copy can be made.

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**Laboratory:** Lab is an integral part of Anatomy & Physiology. As such, you are expected to attend your lab section each week. If you miss more than three lab periods for unexcused reasons, you will be dropped from the lab and the lecture.

**GROUP ASSIGNMENTS:** You are expected to work with the group members that you are assigned. As such, you need to ensure regular communication with your group members even if you happen to be absent on the days we are working on the project. If an individual does not contribute to a group project, that individual will receive a zero. Additionally, a letter grade will be deducted if instructions are not followed. This includes instructions for the project as well as those given prior to the group project (group enrollment, etc.).

**LATE WORK:** Group assignments will be taken after the due date, but a 10% penalty will be applied each day it is late. **I will not accept late work after TWO days.** SmartBook assignments will not be taken late.

**EXAMS:** You must be present in class to take the exams unless otherwise noted. You will have to check in at the beginning of the test period as well as at the end. If you do not do either/both check-ins, you will be given a zero. You can re-do the test, but it will be a previous version. That version may or may not align with the current study guide given in class.

**MAKEUP Opportunities:**

- **Exams:** If you are absent for the exam, you will be given a zero until you set an appointment to make it up. If the agreed upon time and day is missed, the exam will remain a zero. If you miss the exam because of an obligatory MSU event, the grade will remain blank until you make it up. If you miss the makeup appointment, it will be scored a zero.
- **Assignments:** If you miss an assignment because of illness or an emergency, you must provide proof to me directly or via email. I can then assign an alternative, but it will be due within 24 hours of being assigned.

**PLAGIARISM/ACADEMIC OFFENSES:** *“As an MSU Student, I pledge not to lie, cheat, steal, or help anyone else do so.” (University Student Handbook).* Any student found cheating or copying from another student's work, or found to have plagiarized from other material (or using any materials for an assignment not completed by that student) will receive a grade of 0 for the assignment in question, and may face further disciplinary action according to university policy.

**OTHER:** [Tutoring and Academic Support Programs](#) (TASP) provides free drop-in tutoring for MSU students. Located on the first floor of Moffett Library, TASP's Learning center provides tutoring support in a number of core courses and subject areas. Please see their schedule for more information about times and offerings. *Remember that you don't need an appointment to utilize these services.*

Campus Carry- Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit Campus Carry.

Active Shooter- The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit Safety / Emergency Procedures. Students are encouraged to watch the video entitled “Run. Hide. Fight.” which may be electronically accessed via the University police department’s webpage: “Run. Hide. Fight.”

Grade Appeals & Academic Honesty- The following link give information pertinent to the aforementioned topics: [https://msutexas.edu/academics/scienceandmath/student\\_resources.php](https://msutexas.edu/academics/scienceandmath/student_resources.php)