



## Course Syllabus: **Anatomy and Physiology I**

College of Science and Mathematics

BIOL 1134 Section 101

Fall 2022

### Contact Information

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### Course Description

Structure and function of the human body. Anatomical terminology, chemical and cellular basis of life, tissues, the integumentary, skeletal, muscular, and nervous systems, including sense organs. Concurrent laboratory participation with animal dissection required.

### Textbook & Instructional Materials

Lecture Text is: *Anatomy and Physiology: The Unity of Form and Function*, 9<sup>th</sup> Edition, by Kenneth S. Saladin, 2021. For this semester, we will be using McGraw-Hill's digital learning tools called Connect that are associated with the textbook. 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 09/06/22. 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. An electronic textbook is included in the digital materials. The bookstore also has an option for you to buy a loose leaf black and white copy of the textbook for \$37.50 + tax or you can buy the full color hard copy of the text if you desire that resource.

### Study Hours and Tutoring Assistance

TBD

### Student Handbook

Refer to: [Student Handbook 2022-23](#)

## Academic Misconduct Policy & Procedures

Academic Dishonesty: Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individual's to whom credit is given). Additional guidelines on procedures in these matters may be found in the Office of Student Conduct.

[Student Handbook 2022-23](#)

### Grading

Table 1: Points allocated to each assignment.

Assignments	Percentage
Lecture Test #1	15
Lecture Test #2	15
Lecture Test #3	15
Final Exam	15
Connect LearnSmart Homework	15
Lab Grade	25
Total Percentage	100

Table 2: Total percentage for final grade.

Grade	Percentage
A	90 to 100
B	80 to 89
C	70 to 79
D	60 to 69
F	Less than 60

### Lecture Exams

There will be four, equally-weighted major exams (including the final exam) that will each be worth 15% of your overall grade for the class. The final exam will not be comprehensive but will cover all of the material since the previous exam. Lecture exams will all be a multiple choice and true/false testing formats. **DO NOT MISS AN EXAM!!!!** Make-up exams will be administered ONLY FOR EXTENUATING CIRCUMSTANCES OR UNIVERSITY-AUTHORIZED ABSENCES. You **MUST** present a valid university excuse to me and/or make arrangements with me **BEFORE** the exam is missed in order to be able to make up a missed lecture exam. Academic honesty must be practiced at all times. Any instances of academic dishonesty may result in a zero being assigned for a test or assignment and repeated dishonesty can result in an F as a final course grade.

### Final Exam

Final exam will count 15% of your overall grade for the class, will be a multiple choice format, and will be administered from 8:00-10:00 AM on Monday, December 5, 2022.

### Extra Credit

Extra credit assignments are not available.

### Make Up Tests

Make-up exams will be administered ONLY FOR EXTENUATING CIRCUMSTANCES OR UNIVERSITY-AUTHORIZED ABSENCES. You **MUST** present a valid university excuse to me and/or make arrangements with me **BEFORE** the exam is missed in order to be able to make up a missed lecture exam. If a make-up exam is granted, it should be taken immediately (i.e. before exams are passed back to the class).

### Projects Required

Lab project will be addressed in lab syllabus.

### Homework Assignments

All throughout the semester, you will have assigned online homework exercises using the Connect SmartBook online platform. This is an adaptive style learning tool to help you learn human anatomy and physiological processes outside the classroom. You will get full points awarded for **completing** these homework assignments and collectively they will count as 15% of your overall course grade. Make sure that you get each of these assignments completed throughout the semester before their due dates so that you do not miss out on earning these points toward your grade. You should access the SmartBook assignments and questions using the McGraw-Hill Connect link on our D2L course lecture page.

### Important Dates

Last day for term schedule changes: August 25, 2022.

Deadline to file for graduation: September 26, 2022.

Last Day to drop with a grade of "W": October 24, 2022.

Refer to: [Drops, Withdrawals & Void](#)

### Attendance

You are expected to attend all classes of face-to-face instruction unless you are in isolation or quarantine for COVID-19 (in which case, University officials should notify me of this reason for your absence from the classroom). Your attendance will be documented. Please consult the University webpage devoted to information pertaining to COVID-19

(<https://msutexas.edu/coronavirus/index.php>) for the latest updates. A lot of material is presented in each class period of this course, which makes it easy to fall behind if a class is missed. If you miss a class, it is **YOUR** responsibility to get class notes from classmates or any handouts from your instructor. Students

with excessive absences may be dropped from the course. **Missing more than two laboratory meetings will result in a failing grade for BIOL 1134 or removal from the course.** For the lab part of the course, you will be instructed by a teaching assistant who will go over all of the specifics pertaining to lab in your first lab meeting. Students should refer to the current MSU Handbook and Activities Calendar for university policy on academic dishonesty, class attendance, student rights and activities. For example, see page 27 for information on class attendance policy and page 4 for the student honor creed.

#### Aids for Success

MAKE SURE YOU READ YOUR TEXTBOOK! Most of the material for exams will be derived from the textbook and notes. Read the chapter(s) assigned for each class period. Lectures should correspond to the chapters indicated on your syllabus. Take thorough lecture notes to make sure you get material covered in lecture that is not in the text. Additional resources to help you in understanding material that is covered in class and also help you prepare for tests are available to you throughout the textbook chapters and end of chapters. McGraw-Hill (your textbook publisher) also has a whole host of additional resources to help reinforce your knowledge in this subject through their Connect platform that we will be using. See the front pages of your textbook for some details of what is specifically available. For more information concerning these tools, visit the publisher's website. The number of additional resources that accompany this textbook to help you in your studies is immense. Take advantage of these study aids to help you in your understanding of human anatomy and physiology and your success in this course.

#### Class Policies

Class Prerequisite: None.

Class Requirements: This class contains both a lecture and separate lab component to it. You must be registered in both the lecture and one of the separate labs and attend both. There are no prerequisites for this course. This course meets the general education requirement for a science course in the core curriculum. Be aware that a grade of C or better is required in this class (BIOL 1134 A&P I) as a prerequisite to enroll in BIOL 1234 A&P II (if you will eventually need to take that class as well). Due to the circumstances created by the COVID-19 pandemic, it is imperative that students become familiar with the use of the MSU Distance Education learning platform known as D2L (Desire 2 Learn) since it will be used to convey information pertaining to this course throughout the semester. D2L can be accessed by students either directly from the MSU homepage or by going through the MSU Portal from "myMSUTexas" on the homepage. For help with D2L, students can access the Brightspace/D2L FAQ at the Brightspace Community on the internet. A link to this is available whenever students log in to D2L. Students can also contact the MSU Distance Education team at [D2Lhelp@msutexas.edu](mailto:D2Lhelp@msutexas.edu). For information technology (IT) help, students can contact the MSU IT Department at [helpdesk@msutexas.edu](mailto:helpdesk@msutexas.edu). Be aware that

Chromebooks **WILL NOT WORK** properly with D2L, so if that is what you have, you will need to find alternative means of accessing D2L.

## **ALL PHONES SHOULD BE OFF IN THE CLASSROOM**

### Change of Schedule

A student dropping a course (but not withdrawing from the University) within the first 12 class days of a regular semester or the first four class days of a summer semester is eligible for a 100% refund of applicable tuition and fees. Dates are published in the Schedule of Classes each semester.

### Refund and Repayment Policy

A student who withdraws or is administratively withdrawn from Midwestern State University (MSU) may be eligible to receive a refund for all or a portion of the tuition, fees and room/board charges that were paid to MSU for the semester. HOWEVER, if the student received financial aid (federal/state/institutional grants, loans and/or scholarships), all or a portion of the refund may be returned to the financial aid programs. As described below, two formulas (federal and state) exists in determining the amount of the refund. (Examples of each refund calculation will be made available upon request).

### Services for Students With Disabilities

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### College Policies

#### Campus Carry Rules/Policies

Refer to: [Campus Carry Rules and Policies](#)

#### Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

#### Alcohol and Drug Policy

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful

possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

#### Grade Appeal Process

Students who wish to appeal a grade should consult the Midwestern State University [Undergraduate Catalog](#)

#### Notice

Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

## Course Schedule

Week or Date	Topics/Exams	Chapters
Week 1 8/22 to 8/26	Introduction; The Human Body: An Orientation; Chemistry Comes Alive	1, 2
Week 2 8/29 to 9/2	Chemistry Comes Alive; Cells: The Living Units (Cytology)	2, 3, 4
9/5	Labor Day Holiday	No Class
Week 3 9/7 to 9/9	Cells: The Living Units (Cytology)	3, 4
<b>9/12</b>	<b>Test #1</b>	<b>1-4</b>
Week 4 9/14 to 9/16	Tissue: The Living Fabric (Histology)	5
Week 5 9/19 to 9/23	Tissue: The Living Fabric (Histology); Integumentary System	5, 6
Week 6 9/26 to 9/30	Bones and Skeletal Tissues	7
<b>10/3</b>	<b>Test #2</b>	<b>5-7</b>
Week 7 10/5 to 10/7	The Skeleton; Joints	8, 9
Week 8 10/10 to 10/14	Joints; Muscles and Muscle Tissue	9, 11
Week 9 10/17 to 10/21	Muscles and Muscle Tissue	11
Week 10 10/24 to 10/28	Muscular System; Fundamentals of Nervous System/Tissue	10, 12
<b>10/26</b>	<b>Test #3</b>	<b>8-11</b>
Week 11 10/31 to 11/4	Fundamentals of Nervous System/Tissue	12
Week 12 11/7 to 11/11	Central Nervous System	14, 13
Week 13 11/14 to 11/18	Central Nervous System; Peripheral Nervous System & Reflex Activity	14, 13
Week 14 11/21	Autonomic Nervous System	15
11/23 to 11/25	Thanksgiving Break	Have some turkey!
Week 15 11/28 to 12/2	Special Senses	16
<b>12/5</b>	<b>Final Exam (8:00-10:00 AM)</b>	<b>12-16</b>