

INSTRUCTOR'S NAME \_\_\_\_\_ OFFICE: \_\_\_\_\_

ARTS & SCIENCES DIVISION OFFICE--A546, PHONE 214-860-2392 PHONE \_\_\_\_\_

**SCIT 1407: HUMAN ANATOMY AND PHYSIOLOGY**  
**Spring, 2007**

**COURSE DESCRIPTION** Major topics include cell structure and function, tissues, organization of the human body, and the following organ systems: skeletal, muscular, and nervous. This course is a foundation course for specialization in Associate Degree Nursing and Allied Health Disciplines. Other students interested in the study of structure and function of the human body should consult a counselor. **Emphasis is on homeostasis.** The integumentary system and articulations will also be studied.

**COMMUNICATION SKILLS** The instructors of El Centro College believe that your ability to communicate by writing, reading, speaking and listening is of CRITICAL importance. You will be expected to communicate effectively in all of your college work, in your work world, and in all of your life situations as a public citizen and as a private person. One learns to communicate effectively over a period of years and in various situations; you are obviously not finished with writing when you complete a writing course. This is also true of the other communication skills. Listed below are the most important ways you will communicate in order to **successfully** complete SCIT 1407:

Critical Writing: Note-taking, short essay answers  
Critical Reading: Required textbooks, laboratory station cards  
Critical Speaking: Ask and/or answer questions in lecture and laboratory sessions  
Critical Listening: Lecture, Laboratory directions

**PREREQUISITES** Must have college-level reading and writing skills. Prior enrollment in Biology 1406 or Biology 1408 is recommended for those with no previous high school biology.

**REQUIRED TEXTBOOKS** HOLE'S HUMAN ANATOMY AND PHYSIOLOGY, Eleventh Edition, Shier, Butler & Lewis, W. C. Brown, Inc., Publishers, 2006.

HUMAN ANATOMY & PHYSIOLOGY LAB MANUAL: ESSENTIALS VERSION, Fourth Edition by Benson, et. al., 2006.

ANATOMY AND PHYSIOLOGY COLORING WORKBOOK, Eighth Edition, by Marieb. Addison, Wesley, Longman, Inc., Publishers, 2005.

LABORATORY SUPPLEMENT FOR HUMAN ANATOMY & PHYSIOLOGY, Allen, et. al., El Centro College, 2006, Located on ECampus.

**RECOMMENDED TEXTBOOKS** THE VISUAL DICTIONARY OF THE HUMAN BODY, Dorling Kindersley, Inc.

LABORATORY ATLAS OF ANATOMY AND PHYSIOLOGY by Eder, Kaminsky, and Bertram.

**SUPPLIES** Box of colored pencils for laboratory diagrams  
Scan-tron answer sheets for lecture exams (#882)--6 total  
#2 lead pencils with erasers for use with the Scan-tron forms

**GRADE DETERMINATION** The grade for the course will be based on a total of 745 points distributed as follows:

Lecture Unit Exams (5)	400 points (one exam must be dropped)
Lecture Final Exam	100 points
Lab Reports (12)	24 points (plus one bonus point if all completed)

Lab Quizzes (4)	120 points (one quiz must be dropped)
Lab Practicals (2)	<u>100 points</u>
Total	745 points

The total number of points will be translated into a letter grade as follows:

A = 90 - 100%	(670.5 - 745 points)
B = 80 - 89.9%	(596 - 670.4 points)
C = 70 - 79.9%	(521.5 - 595.9 points)
D = 60 - 69.5%	(447 - 521.4 points)
F = below 60%	(Below 447 points)

## OBJECTIVES

Objectives for each exam are located in your Laboratory Supplement following the Table of Contents.

## LECTURE EXAMS

Five unit exams of 100 points each will be given during the semester, and the lowest grade will be dropped. Each exam will consist of 40 multiple choice/true-false questions worth two points each and 20 points worth of discussion/definition/short answer questions. **No make-ups will be given for Unit Exams, even for medical and excused absences. The purpose of the dropped exam is for emergencies such as these.**

## FINAL EXAM

A **comprehensive** final exam of 100 points will be given during the scheduled final exam period. This exam will consist of 100 multiple choice/true-false questions worth one point each. Twenty questions will come from each of the five units of material covered in the course.

## LABORATORY REPORTS

Twelve laboratory reports of 2 points each will be completed by the student in the laboratory. All questions and coloring must be complete to receive credit. Students must turn in their finished reports to their instructor by the end of the second lab period to receive their two points. **Answer keys will be available for students to check their answers when the lab is complete.** No lab make-ups are provided. If all 12 lab reports are completed and turned in properly and on time, a bonus point will be awarded for the semester.

## LABORATORY MODULE STUDY GUIDE

Each laboratory exercise contains modules listing all the structures for which students are responsible on the practicals and quizzes in lab. Be sure that you can identify each structure named in the modules, that you know its function, and where it is located in the body.

## LABORATORY QUIZZES

Four laboratory quizzes of 40 points each will be given during the lab periods by the lab instructors. Each lab quiz will cover two weeks of laboratory material. The lowest grade of the four laboratory quizzes will be dropped. **No make-ups will be given, even for medical and excused absences. The purpose of the dropped quiz is for emergencies such as these.**

## LABORATORY PRACTICALS

Two laboratory practical exams of 50 points each will be given in the laboratory at the middle and the end of the semester. No make-ups will be given.

## EXTRA CREDIT POLICY

No extra credit points are allowed.

## CHEATING POLICY

Academic dishonesty (cheating) will not be tolerated in either lecture or laboratory sections of the course. If cheating is observed, points for that activity will be disallowed, and grades of zero given for cheating may not be dropped. Academic dishonesty includes activities such as copying lab report answers from other students and collaboration with students who have completed lab quizzes, practicals, and lecture exams.

## ATTENDANCE POLICY

El Centro requires that attendance be monitored by its instructional personnel, and students are expected to attend all scheduled lectures and labs. If you are unable to complete the course or courses for which you have registered, it is your responsibility to withdraw formally

from the course. **You need to speak with and obtain the signature of the course instructor to drop the course.** If the instructor is not available, a counselor, advisor, or dean may sign the drop form. Failure to drop will result in a performance grade, usually a grade of "F". **The last day to drop for this semester is April 12, 2006.**

**DISABLED STUDENTS**

Any student who may need special assistance or accommodations due to a disability should contact the Disability Services Office (DSO), Room A110, 214-860-2411.

**RELIGIOUS HOLY DAYS**

A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence if, not later than the fifteenth day after the first day of the semester, the student notified the instructor of each class scheduled on the date that the student would be absent for a religious holy day. A religious holy day means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20 of the Property Tax Code. The notice shall be in writing and shall be delivered by the student personally to the instructor with receipt acknowledged and dated by the instructor, or by certified mail, return receipt requested, addressed to the instructor. A student who is excused under this section may not be penalized for the absence, but the instructor may appropriately respond if the student fails to satisfactorily complete the assignment or examination.

**COUNSELOR IN RESIDENCE**

Sharon Grubbs is the counselor assigned to the Arts and Sciences Division. Her office is A553. Sharon is available by appointment to assist you with academic counseling, career counseling, personal counseling and study skills and time management. Sharon is also an ombudsperson who can help you with a grievance or problem with your instructors or with other students. To see Sharon about any of these, make an appointment by calling 214-860-2080 or 214-860-2392.

**FINANCIAL AID STATEMENT**

Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester.

**CHILDREN ON CAMPUS**

El Centro College strives to protect an environment most conducive to teaching and learning for all enrolled students. Minor children may not be brought to classrooms, labs, testing areas, or study areas of the college. This practice is disruptive to the learning process. Children who are taking part in organized scheduled activities, or who are enrolled in specific classes, are welcomed. For reasons of security and child welfare, the college will not permit unattended children to be left anywhere on the premises. Students/Parents who have problems with childcare should visit the advisement/counseling center or the Adult Resource Center to receive referrals to childcare services in the area.

**SCIT 1407: HUMAN ANATOMY AND PHYSIOLOGY SCHEDULE  
SPRING, 2007**

<b>WEEK</b>	<b>LECTURE TOPIC</b>	<b>CHAP. #</b>	<b>LAB TOPIC</b>	<b>EXERCISE #</b>
1-15	<b>NO CLASS ON MONDAY</b> Introduction Body Organization	1	<b>No Lab on Monday</b> Safety Orientation Anatomical Terminology,	1
1-22	Chemical Basis of Life Cell Structure & Mitosis	2 3	Systems, Cytology, the Cell Cycle, Mitosis	2, 4, 5
1-29	Movement through Membranes	3	The Microscope & Movement Through Membranes <b>LAB QUIZ #1</b>	3, 6
2-5	<b>UNIT ONE EXAM</b> DNA & Protein Synthesis	1-3 4	Nucleic Acids, Protein Synthesis	Lab Supplement
2-12	DNA & Protein Synthesis Metabolism	4	Tissues & Integument <b>LAB QUIZ # 2</b>	7,8, 18
2-19	Metabolism/Tissues Tissues <b>No class Thursday</b>	4 5	<b>No lab this week</b>	
2-26	Integument <b>UNIT TWO EXAM</b>	6 4-6	The Skeletal System Articulations	9, 10, 11, 12, 13
3-5	Skeletal System Articulations	7 8	<b>FIRST LAB PRACTICAL M and T</b>	1-13, 18
3-19	Muscular System	9	Body Movements Skeletal Muscles	14 15-17
3-26	Muscular System <b>UNIT THREE EXAM</b>	9 7-9	Muscle Structure, Neuromuscular Junction, Muscle Contraction	18 19
4-2	Nervous System I	10	Nervous System I Nerve Structure & Organization, Spinal Cord, Spinal reflexes <b>LAB QUIZ #3</b>	18 21
4-9	Nervous System I Nervous System II	10 11	Nervous System II The Brain	23 & 24
4-16	Nervous System II Autonomic Nervous System	11	Peripheral Nervous System Autonomic Reflexes & Special Senses <b>LAB QUIZ #4</b>	22, 23, 25, 26
4-23	<b>UNIT FOUR EXAM</b> Endocrine System	10-11 13	The Endocrine System	37
4-30	Special Senses <b>UNIT FIVE EXAM</b>	12 12-13	<b>SECOND LAB PRACTICAL (given M and T)</b>	9-19, 21-26, 36
5-7	<b>COMPREHENSIVE FINAL EXAM</b>	1-13	No Lab this week	

Note: The provisions contained in this syllabus do not constitute a contract between the student and El Centro College. These provisions may be changed at the discretion of the Biology Coordinator/Instructor. When necessary, appropriate notice of such changes will be given to the student.

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**SCIT 1408: HUMAN ANATOMY AND PHYSIOLOGY  
SPRING, 2007**

**COURSE DESCRIPTION** Prerequisite: SCIT 1407. This course is a continuation of Biology 1470. Major topics include the following organ systems: digestive, circulatory, respiratory, urinary, and reproductive. **Emphasis is on homeostasis.** The lymphatic system and immunity will also be studied.

**COMMUNICATION SKILLS** The instructors of El Centro College believe that your ability to communicate by writing, reading, speaking and listening is of CRITICAL importance. You will be expected to communicate effectively in all of your college work, in your work world, and in all of your life situations as a public citizen and as a private person. One learns to communicate effectively over a period of years and in various situations; you are obviously not finished with writing when you complete a writing course. This is also true of the other communication skills. Listed below are the most important ways you will communicate in order to **successfully** complete SCIT 1408:

Critical Writing: Note-taking, short essay answers  
Critical Reading: Required textbooks, laboratory station cards  
Critical Speaking: Ask and/or answer questions in lecture and laboratory sessions  
Critical Listening: Lecture, Laboratory directions

**PREREQUISITES** SCIT 1407

**REQUIRED TEXTBOOKS** HOLE'S HUMAN ANATOMY AND PHYSIOLOGY, 11<sup>th</sup> Edition, Shier, Butler & Lewis, W. C. Brown, Inc., Publishers, 2006.

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LABORATORY SUPPLEMENT FOR HUMAN ANATOMY & PHYSIOLOGY, Allen, et. al., El Centro College, 2005.

**RECOMMENDED TEXTBOOKS** THE VISUAL DICTIONARY OF THE HUMAN BODY, Dorling Kindersley, Inc.

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**SUPPLIES** Box of colored pencils for laboratory diagrams  
Scan-tron answer sheets for lecture exams (#882)--6 total  
#2 lead pencils with erasers for use with the Scan-tron forms

**GRADE DETERMINATION** The grade for the course will be based on a total of 745 points distributed as follows:

Lecture Unit Exams (5)	400 points (one exam must be dropped)
Lecture Final Exam	100 points
Lab Reports (12)	25 points
Lab Quizzes (4)	120 points (one quiz must be dropped)
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Total	745 points

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A sheet to use for keeping your grades and calculating your current standing is located in the Laboratory Supplement following the Table of Contents.

#### **OBJECTIVES**

Objectives are located in your Laboratory Supplement following the Table of Contents.

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#### **FINAL EXAM**

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**SCIT 1408: HUMAN ANATOMY AND PHYSIOLOGY SCHEDULE  
SPRING, 2007**

WEEK	LECTURE TOPIC	CHAP. #	LAB TOPIC	EXERCISE #
1-15	Introduction/Digestive <b>No class on Monday</b>	17	<b>No lab on Monday</b> Safety Presentation Digestive Anatomy	33
1-22	Digestive System	17	Digestive Physiology	34
1-29	Digestive System Nutrition	17 18	Respiratory Anatomy <b>LAB QUIZ #1</b>	31
2-5	<b>UNIT ONE EXAM</b> Respiratory Anatomy	17, 18 19	Respiratory Physiology	32
2-12	Respiratory Physiology Blood <b>No class on Thursday</b>	19 14	<b>No lab this week</b>	
2-19	Blood	14	Blood <b>LAB QUIZ #2</b>	27
2-26	<b>UNIT TWO EXAM</b> Heart Anatomy Heart Physiology	14, 19 15	Heart & Electrocardiogram	28
3-5	Heart Physiology	15	<b>PRACTICAL #1</b> Given M and T	27-28, 30-34
3-19	Circulation & Fetal Circulation <b>UNIT THREE EXAM</b>	23 15 & 23	Circulation	29-30, Text, p. 898-900, p. 908
3-26	Lymphatic System Immunity	16	Immunity & Lymphatic System	29
4-2	Urinary System	20	Kidney Anatomy & Urinary Analysis <b>LAB QUIZ #3</b>	35-36
4-9	Urinary System	20	Reproductive Anatomy	38
4-16	Fluid & Electrolyte Balance <b>UNIT FOUR EXAM</b>	21 16, 20-21	Meiosis, Fertilization, Growth & Development <b>LAB QUIZ #4</b>	Text, p. 833-837, 848-850, 876- 896
4-23	Reproductive Anatomy Reproductive Physiology	22	Review Lab 12	29-30, 35-36, 38, Text, Ch. 22-23.
4-30	Reproductive Physiology Growth & Development <b>UNIT FIVE EXAM</b>	23 22-23	<b>PRACTICAL # 2</b>	29-30, 35-36, 38, Text, Ch. 22-23.
5-7	<b>COMPREHENSIVE FINAL EXAMS</b>	14-23	No lab this week.	

