

Eastfield College
Science and PE Department
SCIT 1407
Applied Human Anatomy and Physiology I
Standard Course Syllabus

Class Time and Location:

Lecture
Lab

Instructor:

Name:
Location:
Office Hours:
Office Phone:
E-mail Address:

Course Description (4 Credit Hours):

An applied systematic study of the structure and function of the human body designed for students considering a career in the health field. Includes anatomical terminology, cells, tissues, and the following systems: integumentary, skeletal, muscular, nervous, and endocrine. Emphasis on homeostasis. This course is cross-listed as **SCIT** 1307. The student may register for either **SCIT** 1407 or **SCIT** 1307, but may receive credit for only one of the two. This course is intended for students seeking to complete an Applied Science Degree. (3 Lec., 3 Lab.) (Coordinating Board Academic Approval Number 2607065124)

Prerequisites:

One of the following must be met: (1) Developmental Reading 0093 AND Developmental Writing 0093; (2) English as a Second Language (ESOL) 0044 AND 0054; or (3) Texas Success Initiative (TSI) Reading and Writing standards AND DCCCD Writing score prerequisite requirement.

Textbooks :

A. Required:

Principles of Anatomy and Physiology(With Wiley Plus)Binder Ready, 13th edition, Tortora, G. J., and Derrickson, B.,_John Wiley and Sons, Inc., 2012, New Jersey, ISBN# 9781118088876.

OR

Principles of Anatomy and Physiology(With Wiley Plus) Hardcover, 13th edition, Tortora, G. J., and Derrickson, B.,_John Wiley and Sons, Inc., 2012, New Jersey, ISBN# 9781118088883.

Human Anatomy and Physiology Laboratory Manual – Cat version, Updated 10th edition, Media Update, 10/e packaged with Practice Anatomy Lab 2.0, Marieb, E. N. and Mitchell, S.J., Pearson, 2011 San Francisco. ISBN 9780321765581.

Course Objectives:

Identify and describe the anatomy of the cell and the integumentary, skeletal, muscular, nervous and endocrine systems; identify and describe epithelial, connective, muscle, and nerve tissue; and explain the physiology of the cells, tissues, and the integumentary, skeletal, muscular, nervous, and endocrine systems. Use appropriate anatomical and physiological terminology when discussing cells, tissues, and the integumentary, skeletal, muscular, nervous, and endocrine

systems; and interpret the effect of the integumentary, skeletal, muscular, nervous, and endocrine systems on overall body homeostasis.

Student Learning Outcomes:

1. Upon the completion of this course, students should be able to identify the location of different skeletal muscles on the human body using laboratory models.
2. Students should be able to illustrate the skeletal muscle contraction process upon the completion of this course.
3. Students should be able to distinguish between the process of a graded potential and an action potential.

SCANS SKILLS :

FOUNDATION SKILLS

Basic Skills	(F1)	READING – locates, understands and interprets written information
	(F2)	WRITING – communicates thoughts, ideas, information in writing
	(F3)	ARITHMETIC – performs basic computations
	(F4)	MATHEMATICS – chooses appropriate mathematical techniques
	(F5)	LISTENING – receives, interprets, and responds to verbal messages and cues
	(F6)	SPEAKING – organizes ideas and communicates orally
Thinking Skills	(F7)	CREATIVE THINKING – generates new ideas
	(F8)	DECISION MAKING – specifies goals and constraints, chooses best alternatives
	(F9)	PROBLEM SOLVING – recognizes problem and devises/implements a solution
	(F10)	MENTAL VERBALIZATION – thinking about what something will be
	(F11)	KNOWING HOW TO LEARN – uses efficient learning techniques
	(F12)	REASONING – discovers and applies underlying rules or principles
Personal Qualities	(F13)	RESPONSIBILITY – exerts a high level of effort and perseveres toward goals
	(F14)	SELF-ESTEEM – believes in ones self and maintains a positive view of self
	(F15)	SOCIABILITY – demonstrates to others that you care about them
	(F16)	SELF-MANAGEMENT – assesses self accurately, sets goals, exhibits self control
	(F17)	INEGRITY/HONESTY – chooses ethical courses of action

WORKPLACE COMPETENCIES

Manages Resources	(C1)	MANAGES TIME – sets relevant, goal related activities, ranks and allocates time
	(C2)	MANAGES MONEY – uses or prepares budgets, keeps detailed records
	(C3)	MANAGES MATERIAL – acquires, stores, and distributes materials, supplies, etc.
	(C4)	MANAGES HUMAN RESOURCES – assesses skills and distributes work
Manages Information	(C5)	ACQUIRES INFORMATION – identifies need for data, obtains and evaluates
	(C6)	ORGANIZES INFORMATION – organizes, processes, and maintains information
	(C7)	INTERPRETS INFORMATION – selects, analyzes info – communicates results
	(C8)	USES COMPUTERS – to acquire, organize, analyze, and communicate information
Inter-Personal	(C9)	PARTICIPATES AS A MEMBER OF A TEAM – contributes to group effort
	(C10)	TEACHES OTHERS – helps others learn needed knowledge and skills
	(C11)	SERVES CLIENTS/CUSTOMERS – works to satisfy client/customer expectations

Skills	(C12) EXERCISES LEADERSHIP – communicates ideas to justify position and lead others
	(C13) NEGOTIATES – works toward agreements involving an exchange of resources
	(C14) WORKS WITH DIVERSITY – works well with people from diverse backgrounds
Systems	(C15) UNDERSTANDS SYSTEMS – social, organizational, and technological systems
	(C16) MONITORS SYSTEMS – distinguishes trends, predicts impact
	(C17) IMPROVES SYSTEMS – makes suggestions to modify existing systems
Technology	(C18) SELECTS TECHNOLOGY – judges which technology will produce desired results
	(C19) APPLIES TECHNOLOGY – understands procedure for setup and use of machines
	(C20) MAINTAINS TECHNOLOGY – prevents, identifies, or solves technological problems

Evaluation Procedures:

Exams

4 Major lecture exams* – 100 points each = 400 points

4 Laboratory exams – 100 points each = 400 points

Lecture Exams consist of matching, true/false, multiple choice and short answer essay.

Laboratory Exams consist of fill-in-the-blank. There will **NOT** be a word bank. *Open lab times are posted outside of the lab door. There are also models located at the circulation desk in the library.*

***Make – up Exams**

A comprehensive final will be given for lecture exam missed.

If a laboratory practical is missed, you will receive a grade of **ZERO** for the exam. There are no make-up laboratory practicals.

Final grade

720 – 800pts	=	90 – 100%	=	A
640 – 719pts	=	80 – 89%	=	B
560 – 639pts	=	70 – 79%	=	C
480 – 559pts	=	60 – 69%	=	D
0 - 479	=	0 - 59%	=	F

Writing Across the Curriculum:

Science courses at Eastfield College follow a principle of “Writing Across the Curriculum.” Each course incorporates a writing element. Writing is a critical part of communication of ideas, and is important in the synthesis and analysis of scientific concepts. Writing in this course is accomplished through completion of essay questions on the lecture exams. Each question must be answered in complete sentences, using proper grammar, correct spellings, giving examples and details to support the statement.

Obtaining Final Course Grades Using eConnect:

Final Grade Reports are no longer mailed. Convenient access is available online at www.econnect.dcccd.edu. Use your identification number when you log onto eConnect, an online

system developed by the DCCCD to provide you with timely information regarding your college record. Your grades will also be printed on your **Student Advising Report**, which is available in the Admissions Office.

Eastfield College Email Policy:

Faculty and students must have and use a DCCCD account for all correspondence relating to academic coursework. For information on setting up a DCCCD student email account go to: <http://www.dcccd.edu/netmail/home.html>

Course Outline:

Dates	Topic	Chapters
	Introduction to the Human Body	1
	The Chemical level of Organization	2
	The Cellular Level of Organization	3
	The Tissue Level of Organization	4
	The Integumentary System	5
	The Skeletal System: Bone Tissue	6
	The Skeletal System: Axial	7
	The Skeletal System: Appendicular	8
	Joints	9
	Muscle Tissue	10
	The Muscular System	11
	The Nervous System	12
	Spinal Cord and the Spinal Nerves	13
	Brain and Cranial Nerves	14
	Autonomic Nervous System	15
	Sensory, Motor, and Integrative Systems	16
	The Special Senses	17

Attendance Policy:

***Instructors state your expectations and specify exactly how you calculate your attendance grade.**

Below is one example that should be included

There are no make-up classes for laboratory exercises that are missed. You cannot attend another laboratory with another instructor to make-up the work.

Emergency/Inclement Weather Procedure:

In case of emergency or inclement weather conditions, Eastfield students should listen to KEOM-FM Radio Station (88.5) as the primary media source. In partnership with the Mesquite Independent School District, Eastfield College Administration will notify KEOM immediately after a decision is made to cancel classes on any given day of inclement weather or for emergency purposes. Students may also

monitor other local radio and television stations. The earliest an announcement may be broadcast on KEOM Radio is 6 a.m. Students may also refer to the Eastfield College web page www.eastfieldcollege.com for the Inclement Weather announcement under the Features area of the front page. The announcement will be posted immediately following the decision to close the college.

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. Students who fail to attend or participate after the drop date are also subject to this policy.

OR

Financial Aid Statement for Distance Learning Classes:

If you are receiving Financial Aid grants or loans and are enrolled in a Distance Learning class, you must show participation in this class prior to the certification date by either e-mailing or contacting the instructor or logging on to eCampus. Do not drop or stop attending any class without consulting the Financial Aid Office. Changes in your enrollment level and failing grades may require that you repay financial aid funds.

Repeating This Course: (Third Attempt to Enroll in a Course):

Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. *See Third Attempt to Enroll in a Course at:* <http://www.dcccd.edu/thirdcourseattempt/>

Academic Honesty:

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct *published in the DCCCD Catalog at* <http://www1.dcccd.edu/cat0506/ss/code.cfm>

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. *Cheating* includes copying from another student's test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an unadministered test, and substituting for another person to take a test. *Plagiarism* is the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work. *Collusion* is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college.

***Instructors include specific consequences should academic dishonesty occur.**

Food and Drink Policy:

Food, drinks, and tobacco products are prohibited in Eastfield College classrooms.

***Instructors, if you are teaching in a non-lab classroom, you may allow for food and drink, but you must comply with college requirement of a statement of responsibility from each student. See "Food and Drink Policy"**

Food and Drink Policy Statement

We the undersigned understand that bringing drinks and food into the college classroom is a privilege and a responsibility. Out of respect for other members of the Eastfield College community, we agree to take full responsibility for our actions. This includes but is not limited to removing cans, bottles, trash, etc. from the classroom when we leave, and depositing our trash in appropriate receptacles outside the classrooms. Also, we agree to clean up spills and, if special cleaning is needed, to contact appropriate college personnel immediately.”

[Faculty may add wording regarding the prohibition of certain kinds of foods, such as foods with strong odors, etc.]

The right and responsibility for setting classroom food and drink policy does not extend to classrooms or other areas where students and faculty are working directly with or around college property such as computers, lab materials, equipment, and/or college-owned books. Classroom and other spaces such as these will be restricted from the use of food and drink at all times for students and college personnel. In addition, the right and responsibility for setting classroom food and drink policy does not extend to items that are generally prohibited from the campus (e.g. alcohol, tobacco products).

ADA Statement:

Students with a physical, mental or learning disability who require accommodations should contact the college Disability Services Office in C237. Call 972.860.8348 or email efcdso@dcccd.edu. For more information: <http://www.eastfieldcollege.edu/SSI/DSO/index.html>

Religious Holidays:

Absences for observance of a religious holy day are excused. Notification of the absence must be given to the instructor in writing at least two weeks prior to the date of the holy day. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a mutually agreed upon time after the absence.

Withdrawal Policy:

If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by **INSERT WITHDRAWAL DATE**. Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Registrar’s Office at 972-860-7167 (Room C119), or contact the division office.

If you drop a class via eConnect, make sure to print a copy of the confirmation and keep the copy. In the event of a discrepancy it will be the responsibility of the student to provide documentation of having dropped the class.

STOP BEFORE YOU DROP:

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop.

You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions.

Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access:

<https://www1.dcccd.edu/coursedrops>

Family Educational Rights and Privacy Act of 1974 (FERPA):

In compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA), the College may release information classified as “directory information” to the general public without the written consent of the student. Directory information includes: (1) student name, (2) student address, (3) telephone numbers, (4) date and place of birth, (5) weight and height of members of athletic teams, (6) participation in officially recognized activities and sports, (7) dates of attendance, (8) educational institution most recently attended, and (9) other similar information, including major field of student and degrees and awards received. Students may protect their directory information at any time during the academic year. If no request is filed, directory information is released upon written inquiry. No telephone inquiries are acknowledged. No transcript or academic record is released without written consent from the student, except as specified by law.

Classroom Etiquette:

***Instructors include statements about classroom behavior, cell phones, etc.**

Children on Campus:

The institution strives to protect an environment most conducive to teaching and learning for all enrolled students. Children who are taking part in organized scheduled activities or who are enrolled in specific classes are welcomed. Minor children, however, should not be brought to the institution unless closely supervised by their parent. Minor children should not be brought into classrooms, laboratories or other facilities of the college. This practice is disruptive to the learning process. In the case of an emergency where the student-parent has no alternative but to bring the child to campus, classroom faculty or the administrative heads of other units have full discretion as to whether a child may be allowed to quietly stay in the location. These individuals may require that children be removed by the student-parent from the setting if, in their opinion, the presence of the child is deemed to be disruptive to the learning process. For reasons of security and child welfare the institution will not permit unattended children to be left anywhere on the premises. Parents who have problems with childcare should visit the Counseling and/or Advisement Center to receive referrals to childcare services in the area.

The instructor reserves the right to amend this syllabus as necessary.

