Your Instructor:
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Office Hours: Mon 9:15-10:15; Tues 11:30-12:30; Fri 9:15-10:15; or by appointment

Your Text:
Human Anatomy & Physiology by Marieb, seventh edition. If you have a copy of an earlier edition, that should be satisfactory. The majority of the material covered in the lecture section will be drawn directly from this text. Supplemental materials that some may find useful, but which are not required to successfully complete the course, can be purchased or ordered from the bookstore. These include several different study guides, A&P coloring books, and atlases. Also, the bookstore has stocked several copies of A Visual Analogy Guide to Human Anatomy, which may be helpful (especially in the lab). However, the surest way to pass this course is to read the book and keep up with the material covered in the lectures.

Because the human body has not changed a whole lot in the last few thousand years, most A&P texts will contain much of the same basic material. If you have a recent addition of a human A&P text, or separate anatomy and physiology texts, you may not feel obliged to purchase the Marieb text. This is your choice, but I will be referencing the Marieb book for this course.

Your textbook package should include some CD-ROMs. The Interactive Physiology CD-ROM is a fantastic study tool and is the primary reason I have adopted this textbook. You should use this software as much as possible. The PhysioEx CD-ROM will be used in the laboratory course.

Your Grade/Outcomes Assessment:
Your grade in this course will be based on your ability to synthesize and recall information while taking a written examination. Much of this information will deal with the basic concepts of A&P, which involve the inter-working relationships between the anatomy (structure) and physiology (function) of the human body at the molecular, microscopic, and gross levels. Written examinations may (and usually will) consist of almost any question format, the majority of which will involve the use of a Scantron answer sheet. In other words, bring #2 pencils to every exam. With upwards of 100 students in this class, essay exams are just not practical.

There will be four major exams given over the course of the semester. Each exam will be worth 17% of your final grade for a total of 68%. In addition, there will be a series of weekly quizzes given on selected Mondays from 8:10-8:20 A.M. I would advise everyone to be on time on Mondays. As a matter of policy, NO MAKEUP QUIZZES WILL BE GIVEN, except in the case of excused absences due to university-sanctioned activities (such as trips for athletics). At least ten quizzes will be given, from which the highest eight grades will be averaged and counted as 15% of the final grade. The weekly quizzes are intended as a powerful incentive to keep up. This course covers so much material that those falling behind will undoubtedly find themselves in a very difficult position. The four major exams will not be considered cumulative per se, but the important concepts found in the early material will continue to appear throughout this semester. Some material will also require an understanding of topics covered in the Fall.

The final exam will be cumulative and will count as 17% of your final grade. It will also include new material not covered on the fourth exam. While a cumulative final
may seem a difficult task based on the enormity of the material covered, most of you will find that by the end of the semester you have learned far more than you expected.

The outcome assessment of this course (i.e., your grade) can be summarized as:

Four major exams @17% each ---> 68%
Best eight quizzes 15%
Final exam 17%

100%

Final letter grades will be assigned as follows:
A = 90-100  C = 70-79  F ≤ 59
B = 80-89  D = 60-69

Classroom Expectations and Etiquette:

While I would hope that this information would be self-evident to most of you, I have learned over the past few years that some individuals need to be made aware of certain behaviors that are not acceptable in a university classroom.

1. All cell phones are to be turned off or set to vibrate before I begin to lecture. If a cell phone rings, I will cease the lecture and wait for you to turn off your phone or exit the room. DO NOT answer your phone and carry on conversation during class. Cell phones must be turned off and put away for the duration of all exam periods.

2. Laptop computers brought to class may be used for note-taking purposes only. If you want to do your homework for other classes or surf the web, go somewhere else. If this becomes a problem, I will simply ban all laptops for the remainder of the course.

3. If you know ahead of time that you must leave class early, sit near the exit so as not to be a major distraction when you leave.

4. If you come to class late, make an effort to enter through the rear door and find a seat in the back of the room as soon as possible so as to minimize the distraction you are going to cause your fellow classmates.

5. On days when major exams are given, backpacks, briefcases, etc., WILL NOT be allowed in the seating area. In addition, all baseball caps must be removed or worn in reverse. Don’t forget to turn off your phone.

Academic Misconduct:

Since some of you may not be certain what constitutes cheating at this university, I will point out the definition as found in your student handbook, Part IX, Section B:

“A academic misconduct includes all acts of dishonesty in any academically-related matter and any knowing or intentional help or attempt to help, or conspiracy to help, another student commit an act of academic dishonesty.”

If I have reason to believe cheating has occurred on an assignment, all students involved will receive a grade of “zero” for that assignment. If that assignment is a major exam, the mathematical result for most of you will be a final grade of “D” or below for the course. Since most students in this course are pursuing a career in health care, I also expect you to police yourselves with regards to cheating. Do you really want to work
your way through nursing school with a student you know to be cheating? Would you want that person taking care of you or your family members?

Class Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic(s)</th>
<th>Chapter (Marieb)</th>
<th>Noteworthy Events</th>
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</table>
| 1    | ANS (review)  
Sensory Physiology | 14  
13 | Sleep deprivation begins |
| 2    | Special Senses | 15 | Quiz 1 |
| 3    | Special Senses  
Endocrine System | 15  
16 | Quiz 2 |
| 4    | Blood | 17 | Exam I (Ch. 13-15) 2/05 |
| 5    | Cardiac Physiology | 18 | Quiz 3 |
| 6    | Circulatory System | 19 | President’s Day  
Exam II (Ch. 16-18) 2/21 |
| 7    | Circulatory System | 19 | Quiz 4 |
| 8    | Spring Break | | Catch up on sleep |
| 9    | Respiratory Physiology | 22 | Quiz 5 |
| 10   | Urinary System | 25 | Quiz 6  
Exam III (Ch. 19 & 22) 3/21 |
| 11   | Urinary System  
Digestive System | 25  
26  
23 | Quiz 7 |
| 12   | Digestive System | 23 | Quiz 8  
Mini Break |
| 13   | Digestive System  
Reproductive Physiology | 23  
24  
27 | Quiz 9 |
| 14   | Reproductive Physiology | 27 | Exam IV (Ch. 23-26) 4/16 |
| 15   | Reproductive Physiology | 28 | Quiz 10  
University Day |
| 16   | Final Exams Week | | Final Exam 4/30; 12:00 pm |

All quizzes are scheduled for Mondays. The material for chapters 27-28 will be included only on the comprehensive Final Exam. Exams may be rescheduled by the instructor as needed.