Graduate Assistant Instructor: Tiffany Hester
Office: STC 202
Phone: E-mail: tahester@swbell.net
Office Hours: W & R 12-1pm (or by appointment)

Lab Text: (MANDATORY) Integrate: The Benjamin Cummings Custom Laboratory Program for Anatomy and Physiology, Dr. Jena Hamra

Semester Schedule*

September 6  The Cell
September 13  Anatomy and Division Classification of Tissues
September 20  Membrane Transport in Yeast
September 27  Throwing in a World Shifted by Prisms: A Demonstration of Visual Motor Learning (Scientific Report)
October 4  Tests of Sensory Perception: General Senses Human Reflex Physiology
October 11  Electroencephalography
October 18  Endocrine System Physiology: Computer Simulation (Scientific Report)
October 25  Midterm Exam
November 1  Special Senses: Hearing and Equilibrium Altered Limb Position Sense by Muscle Vibration
November 8  Skeletal Muscle Physiology: Frogs and Human Subjects: Computer Simulation
November 15  Conduction System of the Heart and Electrocardiography
November 22  Hematology and Urinalysis
November 29  Anatomy and Physiology of the Respiratory System
December 6  Final Exam

*Lab schedule is subject to change during the semester. I will announce changes as far in advance as possible
Grading (subject to change)

<table>
<thead>
<tr>
<th>Component</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weekly Quizzes</td>
<td>20%</td>
</tr>
<tr>
<td>Lab Review Sheets</td>
<td>20%</td>
</tr>
<tr>
<td>Scientific Lab Reports</td>
<td>20%</td>
</tr>
<tr>
<td>Attendance</td>
<td>10%</td>
</tr>
<tr>
<td>Midterm</td>
<td>15%</td>
</tr>
<tr>
<td>Final</td>
<td>15%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

Student Learning Objectives:

Objective 1: Students will learn to write a correctly formatted scientific report.
Objective 2: Students will become familiar with the physiological structure and functioning of body systems including but not limited to: respiratory, cardiovascular, endocrine, and renal.
Objective 3: Students will become comfortable working with other students, new computer programs and new techniques to further enrich their academic experience.

Attendance in lab is mandatory for all students enrolled in BSC 305 except in special circumstance approved by Dr. Hanna. All lab review sheets will be due the week following the lab unless otherwise instructed.

I will not accept late work; therefore, turn in your lab review sheets and scientific reports on time. Any work that I have not received by the due date will be a 0.

Weekly Quizzes: There will be a quiz prior to lab every week (excluding week 1, midterm and final week). To prepare for the quiz, read the lab exercise for that week and familiarize yourself with what we will be doing in lab that day and bolded terms in the reading. This will not only allow you to do well on the quiz but also result in a more efficient use of your time in the lab.

Midterm and Final: A majority of your midterm and final questions will come from the material on your quizzes. Therefore keep all your quizzes, they will be useful study guides for the lab midterm and final.

Laboratory Manual: The lab manual is mandatory for all lab sessions. You are responsible for bringing it with you to lab each week. I will not have extra copies of the lab on hand.

Scientific Lab reports: You will be writing 1 or 2 formal scientific lab reports this semester. The appropriate format for these lab reports can be found in your lab manual, pages 1-15. The rubric I will use for grading these lab reports can be found on pages 14-15. These papers MUST be in 12 point Times New Roman font, with a running header, and 1 inch margins. If this format is not followed, there will be deductions from your paper.

Dress code: As a university policy open toed shoes, food, and drinks will not be tolerated in the lab. You will be asked to leave the lab if you are not wearing appropriate attire. This includes no shorts/skirts/capris. Only long pants and closed toe shoes. This is for your safety and the safety of others working in the lab.
Plagiarism is a criminal activity. You must cite all sources of information. Copying of material, whether parts of sentences, whole sentences, paragraphs, or entire articles, will result in a score of zero for your essay and can result in further disciplinary action. Furthermore, if multiple students turn in the same papers/tables/figures/bibliography/etc. you will all receive an automatic 0.

Grades: It is against University Policy for me to post your grades in class or in my office. It is also against policy to e-mail your grades or discuss them over the phone. If at any time you would like to discuss your grades, we will have to do so in person.

Students with Disabilities: Please advise the instructor of any special problems or needs at the beginning of the semester. The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services
Texas A&M University-Commerce Gee Library, Room 132
Phone (903) 886-5150 or (903) 886-5835 Fax (903) 468-8148
StudentDisabilityServices@tamu-commerce.edu