



**BSc 2402.01E & 02E Human Anatomy and Physiology  
COURSE SYLLABUS: Spring 2013**

**Instructor: Doyce Dees**  
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**COURSE INFORMATION**

**Materials – Textbooks, Readings, Supplementary Readings:**

**Textbook: Hole's Human Anatomy and Physiology by Shier, Butler, Lewis 13th edition.  
ISBN -10: 9780073378275**

**Ebook available at: <http://www.coursesmart.com/>**

**Lab manual: Human Anatomy & Physiology Laboratory Manual by Marieb and Mitchell  
Ninth edition Fetal Pig Version, 10th edition. ISBN-10: 9780321616135**

**Course Description: This course is the Study of the structure and function of human organ systems.**

**Course Description:**

**Student Learning Outcomes:**

- (1) Students will be able to describe the structures and functions of the endocrine, cardiovascular system, lymphatic system, respiratory system, urinary system, and reproductive system.**
- (2) Students will be able to describe how nutrition, water, electrolyte and metabolite balance relates to the metabolic processes of the 11 human organ systems.**
- (3) Students will be able to describe the processes of pregnancy, growth and development as well as modes of inheritance and simple genetic expression.**

**COURSE REQUIREMENTS**

**Instructional / Methods / Activities Assessments**

**Exams and quizzes will consist of multiple choice and labeling diagrams. Test material will come from both lecture and lab. Scantron sheets will NOT be re-graded for erasure errors. Exams will not be made up unless the absence is excused as described in the Student Handbook.**

**You must attend lab BSC 2402L to pass the course. The Lab Instructor will issue their syllabus.**

## Grading

Three exams .....	30%
Comprehensive final exam .....	20%
Lab .....	30%
In-class quizzes and homework .....	15%
Discretion of instructor .....	5%

Use the average of your test grades plus the average of your quiz/homework grades plus the lab grade to get an estimate of your current grade. For example: Test average = 87, quiz homework average = 80, lab grade = 90.

$(87 * 0.5) + (80 * 0.15) + (90 * 0.30) = 82.5$  – a rough estimate of your grade.

I will drop your lowest test grade and double the highest one so the final is optional if you are satisfied with all your other test grades.

## TECHNOLOGY REQUIREMENTS

Access to computer and web.

## ACCESS AND NAVIGATION

Include for any course that utilizes eCollege (web-enhanced or online)  
(See syllabus tool for content suggestions)

## COMMUNICATION AND SUPPORT

Interaction with Instructor Statement:

Grades cannot be communicated through the phone or by email.

## COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures:

- Plagiarism and cheating will result in a score of zero and can lead to further disciplinary action.
- All students are expected to attend every class and be on time. It is expected that you attend every class period. Excessive absences may result in a loss of points on your final average. Tardiness is unacceptable and will be rewarded with a lowered grade.
- Students who are disruptive to class activities will be dropped from the class and may face more disciplinary action.
- Cell phones/pagers must be silent during class time; please be considerate of your fellow students.

University Specific Procedures:

*ADA Statement*

### Students with Disabilities:

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@tamuc.edu](mailto:StudentDisabilityServices@tamuc.edu)

### ***Student Conduct***

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. (See *Code of Student Conduct from Student Guide Handbook*).

<b>COURSE OUTLINE / CALENDAR</b>
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#### **Topics to be covered:**

- Special senses
- Endocrine system
- Cardiovascular Physiology
- Defense Mechanisms of the Body
- Respiratory Physiology
- The Kidneys and Regulation of Water and Inorganic Ions
- The Digestion and Absorption of Food
- Regulation of Organic Metabolism and Energy Balance
- Reproduction

The last day to drop the course without withdrawing is March 29, 2013.

Final Exam date is yet to be determined.

### **Some Strategies for Passing A&P**

I often am asked, "How should I study this material?" The ultimate answer is, "Every day." Anatomy and physiology isn't a hard class in the way that Calculus 3 or Physical Chemistry is hard. There are not a lot of formulae to use or calculations to make. It's a hard class because of the volume of material there is to learn. Furthermore, you have to be able to take the things you learn from the text and fit them together to answer questions on tests. This course is not like others you may be used to where you learn a set of test questions and memorize the answers then regurgitate it all as a test. You will have to know the material - really know the material. That means you can't study for a test ten minutes before you take it. You have to dedicate some time every day to study. That's the first rule to learning Human A&P. You have to study every day.

Read the text book. I use a PowerPoint presentation of material from the text book in lecture. I rarely deviate from the text. Any material that appears in my PowerPoints that is not found in the text will be found in handouts I will give you in class. If you read the text book the PowerPoint presentation should be familiar to you. If you don't read the text book you probably won't pass the class. One approach to taking notes is to write down an outline of the chapter on one half of a page in your notes as you read and include questions you have about the material on the other half. During lecture, when I get to the

place where you have a question about the material, **RAISE YOUR HAND AND ASK THE QUESTION.** Do not be shy about asking questions about things you don't understand in the class. I guarantee someone else in the class has the same question. And if you don't understand something and you don't ask about it in class there's a good chance you won't understand it come test day. Don't let that happen.

Make a vocabulary book. There are word root lists at the beginning of each chapter. Use these lists to understand words in the chapter you are not familiar with. As you read the chapter you will encounter bolded words. Use those words to build a vocabulary. Then, when discussing the material in class or in a study group, use that vocabulary rather than the vocabulary you use in every day conversation. The sooner you learn to speak the language of anatomy and physiology the better.

Charts and tables and illustrations are there for a reason. Don't ignore them. Charts and tables often summarize the text material and present it in an organized form. Study the charts and tables and make sense of them. When they are confusing, write down a question about it in your notes and bring it up in class. The illustrations in the book are very good. Use them. Be able to reproduce them by heart.

Three words about drawing – draw a lot. Don't compare your drawing to art. It may or may not be art. The purpose of drawing is to learn the material. What matters is that you understand what you are drawing. When you can reproduce a drawing from the textbook without referring back to it it's a pretty good sign you've learned something that will be useful on a test.

Flash cards are a great learning tool. Make flash cards of your vocabulary words. Put the word on one side and the definition on the other. Make flash cards of whole concepts and flow charts. Make flash cards from the tables. Make flash cards from the feed back mechanisms. Make flash cards of the questions in the back of the chapters. This is a good way to mentally prepare for questions you might encounter on the test. Don't let test time be the first time you encounter questions about the course material.

Form study groups. A very effective way of studying after you have done some on your own is to get together in a group and compare notes. Play games with your flash cards. Sometimes others in your class have the same questions about the material that you do. Collaboration is a good way to formulate a way of asking a question in class. There is a room (244) next to your lab (228) that can be used as a study room and any time the lab is not in use you can use it for a study group. The Science building officially closes at 10PM.

Your text book is the most important tool you have for this class (beside your brain.) Use the first few pages of your text book to get some more ideas about how to study this material. Use the questions in the back of the chapter to study. Answer them in full and if you get stuck on a question or concept, bring it up in class. Don't get behind in A&P.

Use the lab and lab material. The models, slides, dissecting material and your lab manual are all useful for this course. Don't blow off lab. The lab classes will go something like this – after you are given a short introduction and quiz and a list of exercises to do you are turned loose in lab. The common temptation is to sneak out and blow off lab. This usually results in a lab grade in the single digits because come time for the practical, students that blow off lab do not know the material. The practical exams constitute the bulk of the lab grade. Don't bow off lab. Also, when the room (228) is not in use for

classes, you may come in and use the lab for study. Across the hall from you lab is room 244. You are also welcome to use this room for study.

Use the internet. There are very good resources available to you electronically.

Gray's Anatomy (the text book, not the TV show. It's a different spelling too.)  
<http://www.bartleby.com/107/>

Medical Dictionary - <http://www.nlm.nih.gov/medlineplus/mplusdictionary.html>

Your text book web site is at: [http://highered.mcgrawhill.com/sites/0073378275/information\\_center\\_view0/](http://highered.mcgrawhill.com/sites/0073378275/information_center_view0/)

Plan your week. You have other classes but of course none of them is as important as A&P. Still, you have to study for those classes as well. Students are expected to study about 2 to 3 hours per week outside class for each unit of class credit. Thus a student taking 15 credit hours should spend 30 to 45 hours each week studying outside of class. That means with the time you spend in class and the time you spend studying outside of class you should spend 45 to 60 hours a week doing school work for a 15 hour load. It's like a job that way. Bottom line you should spend

Tutoring: There is tutoring available from JAMP and the Access and Success people. The JAMP Room is room 110 in the Science Building. There are a few computers, lots of tables, a refrigerator, a microwave, a few models like you would see in lab, and tutors. The tutors are people who have had this class and did well. They can help you study and learn and strategize for tests. I encourage you to pack the JAMP Room so we have to find a bigger place for tutoring A&P.

Extra Credit: don't ask me for it. There are 100,000 things for you to learn already. You want to do extra things?