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BIOLOGY 2020/ Anatomy and Physiology II
Semester/Year of Course
Section # and Class Meeting Times

Instructor Information:
- Name, Rank, and Title
- Office Location
- Office Hours
- Academic Advising Hours (2 per week for full-time faculty)
- Office Phone Number and Email Address

Credit Hours: 4  Contact Hours: 3  Lab hours: 2

Prerequisites: Completion of BIOL 2010 with a grade of “C” or better; Exemption from or completion of ENGL 0810, READ 0810, and MATH 0810; BIOL 1110 is strongly recommended

Catalog Description: This course is a study of the organization, structure and function of the human body emphasizing the cardiovascular (including the lymphatic system and immunity), respiratory, digestive, urinary (including fluid, electrolyte, and acid-base balance), reproductive, and endocrine systems.


Group for Whom the Class is Intended: This course is intended for students pursuing the following degrees and programs of study: Nursing A.A.S.; Pre-Occupational Therapy TTP A.S., and Pre-Physical Therapy TTP A.S. It may also be an elective for students entering Pre-Health Professions (Dentistry, Medicine, Optometry, Pharmacy, and Veterinary Medicine). In addition, it may be used to help fulfill the General Education science requirement for students in other academic programs such as the General Studies Area of Emphasis A.S. and A.A.

Program Learning Outcomes: After completing the requirements in the Natural Sciences Program, students will be able to use an enhanced scientific literacy to…
1). Define and solve problems;
2). Reason with an open mind;
3). Think critically and creatively;
4). Suspend judgment; and
5). Make decisions that may have local or global significance.
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**Student Learning Outcomes:**

By the end of the course, students will be able to . . .
1. Conduct an experiment, collect and analyze data, and interpret results in a laboratory setting;
2. Analyze, evaluate, and test a scientific hypothesis;
3. Use basic scientific language and processes, and be able to distinguish between scientific and non-scientific explanations;
4. Identify unifying principles and repeatable patterns in nature, the values of natural diversity, and apply them to problems or issues of a scientific nature; and
5. Analyze and discuss the impact of scientific discovery on human thought and behavior.

**Course Objectives:**

1. Name, locate, and explain the physiological functions of the major anatomical components of the cardiovascular system.
2. Name, locate, and explain the physiological functions of the major anatomical components of the respiratory system.
3. Name, locate, and explain the physiological functions of the major anatomical components of the digestive system.
4. Name, locate, and explain the physiological functions of the major anatomical components of the urinary system.
5. Name, locate, and explain the physiological functions of the major anatomical components of the reproductive system.
6. Name, locate, and explain the physiological functions of the major anatomical components of the endocrine system.

**Student Objectives:**

Throughout the course, students will have the opportunity . . .
1. to attend all lectures and to attend and participate in all labs
2. to spend time outside class for independent study
3. to diligently study both text and notes
4. to seek outside help from the instructor as needed
5. to demonstrate a working knowledge of anatomy and physiology to be assessed by lecture and lab exams

**Major Assignments and Method for Calculating the Final Grade:**

**Points Breakdown:**

- 400 points (Four Lecture Exams) - 50%
- 400 points (Four Lab Exams) - 50%
- 800 points (divided by eight)

**Grading Policies:**

**Grading Scale:**
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The grading scale for all examinations and the final course grade will be based on the following percentages:

A = 90 - 100%   B = 80 - 89%   C = 70 - 79%   D = 60 - 69%   F = 0 - 59%

**Course Policies:**

**Academic Misconduct Policy:**
Plagiarism, cheating, and other forms of academic dishonesty are prohibited. Students guilty of academic misconduct, either directly or indirectly, through participation or assistance, are immediately responsible to the instructor of the class. Based on their professional judgment, instructors have the authority to impose the following academic sanctions: (a) require the student to repeat the assignment for full or partial credit; (b) assign a zero, an F, or any other grade appropriate for the assignment or examination; (c) assign an F for the course. In addition, disciplinary sanctions may be imposed through the regular institutional procedures. For more information, see MSCC Policy 3:02:00:03.

**Classroom Misconduct Policy:**
The instructor has the primary responsibility for maintenance of academic integrity and controlling classroom behavior, and can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general rules and regulations of the institution for each class session during which the conduct occurs. Extended or permanent exclusion from the classroom, beyond the session in which the conduct occurred, or further disciplinary action can be effected only through appropriate procedures of the institution.

Disruptive behavior in the classroom may be defined as, but not limited to, behavior that obstructs or disrupts the learning environment (e.g., offensive language, harassment of students and professors, repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught, failure to cooperate in maintaining classroom decorum, etc.), text messaging, and the continued use of any electronic or other noise or light emitting device which disturbs others (e.g., disturbing noises from beepers, cell phones, palm pilots, lap-top computers, games, etc.). For more information, see MSCC Policy 3:02:00:03.

**Class Cancelation Policy:**
If class is cancelled for any reason, you will be notified via our D2L page and will be told there how to prepare for the next class period.

**Emergency Procedures Policy:**
In case of a medical emergency we will immediately dial 9-911 and report the nature of the medical emergency to emergency response personnel. We will try to stay with the person(s) in need and maintain a calm atmosphere. We will talk to the person as much as possible until response personnel arrive on campus, and we will have someone go outside to meet emergency personnel and direct them to the appropriate location.
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In the event of an emergency (drill or actual), a signal will be sent. Based on that signal, students will follow the procedures below for that specific type of emergency:

**Loud warbling sound throughout Building (FIRE)**
Collect purses and coats and proceed immediately out of your room and exit through the closest emergency exit. Proceed to the Designated Assembly Area closing windows and doors as you exit. Remain there until the "All Clear" Signal is given by an Emergency Management Team member. (Instructors- Provide your Designated Assembly Area, and its location to students)

**Tornado Siren (SEVERE WEATHER):**
Proceed to the closest designated severe weather shelter on the 1st floor and proceed all the way into the shelter. Crouch down on the floor with your head between your knees facing away from the outside walls. Remain there until the "All Clear" Signal is given. (Instructors- Provide the recommended room number or hallway location to students)

**Air Horn (1 Long Blast) and Face to Face All Clear (INTRUDER/HOSTAGE):**
Ensure door is closed, locked and lights turned off. If your door will not lock, move some tables and chairs in front of the door quickly. Move immediately to the rear of the room away from the door and sit on the floor- out of sight if possible. Remain calm and quiet and do not respond to any inquiries at the door unless you have been given the "All Clear" and a member of law enforcement or your campus Emergency Management Team member makes face-to-face contact at your door.

**Classroom Locked-door Policy:**
In order to adhere to MSCC Emergency Preparedness Policy and to facilitate effective classroom management, the classroom door will remain closed and locked for the duration of the class period.

**General Classroom Policies:**

- Courtesy to one another is expected at all times.
- Be on time, as lecture and lab begin on time.
- **Closed toed shoes are required in the Laboratory.**
- No food, drink, or children are permitted in classrooms or labs.
- Cell phones should be turned off or be set on vibrate prior to entering classroom.
- Unless special permission has been given by student services, students are NOT allowed to record either lectures or labs.
- **The text will be our definitive source on names, spelling, and terminology regardless of any other resources you may buy or that may be provided to you.**

**Educational Technology:**

**Accessing Campus Computers or the MSCC Library from off Campus:**
Your Username format is your First Initial, Last Name and Month and Day Birthday in the Format of MMDD. Example: Marcia Smith born on April 11, 1992 - Username:
msmith0411. Your Pin will be the numeric pin you created when you initially applied to Motlow College.

**Using D2L:**
For help with D2L including how to submit materials to a Dropbox, see this page: [http://www.mscc.edu/techtube.aspx](http://www.mscc.edu/techtube.aspx)

**Login Information:**
- **D2L ID format:**
  - Your first initial + your full last name + the first four digits of your birthdate; no spaces.
  
  For example, if Cathy Jones' birthday is February 24, 1992, her **D2L ID** would be cjones0224. Your password is the same as your Motlow email/computer login password. You must login to either email or a computer on one of the Motlow campuses prior to logging into D2L. After you have successfully logged on, you will see your "**My Home**" page showing the on-line course(s) in which you are enrolled. Click on the link to attend class. You may also click here for Motlow's TechTutorials for D2L: [http://www.youtube.com/user/MotlowCollege#p/u/12/770Sz0gLrWE](http://www.youtube.com/user/MotlowCollege#p/u/12/770Sz0gLrWE)

**Note:** Classes will not appear in D2L until the first day of class.

**Technical Support/Assistance:**
Students having problems logging into a course, timing out of a course, using course web site tools, or any other technical problems, should contact the MSCC Technology Help Desk at 931-393-1510 or toll free 1-800-654-4877, Ext. #1510 (or d2lhelp@mscc.edu)

**Disability Services/Accommodations:**
Motlow College is committed to meeting the needs of qualified students with disabilities by providing equal access to educational opportunities, programs, and activities in the most integrated setting appropriate. This commitment is consistent with the College's obligations under Section 504 of the Rehabilitation Act of 1973 and the American with Disabilities Act of 1990 (ADA). Together, these laws prohibit discrimination against qualified persons with disabilities. To this end, the Director of Disability Services for Motlow College coordinates services and serves as an advocate and liaison for students with disabilities attending Motlow College. Contact the Director of Disability Services here: [http://www.mscc.edu/disability/index.aspx](http://www.mscc.edu/disability/index.aspx).

Students with disabilities who would need assistance in an emergency evacuation should self-disclose that need to the instructor no later than the second day of class or second group meeting.

**Confidentiality of Student Records:**
The education records of current and former students at Motlow State Community College are maintained as confidential records pursuant to The Family Educational Rights and Privacy Act (FERPA) of 1974 as amended. For further information, see MSCC Policy No. 3:02:03:00.

**Student Success:**
- Students should contact student success for guidance with
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- **Academic Advisement, Tutoring, Completion Coaches, Life Coaching**
- More information is found on the Student Success page: 

**Writing Center:**
- Students may find help with Math and Essay Writing via each campus’ Learning Support labs
- The writing center offers one-on-one sessions with knowledgeable, attentive tutors who can assist you with any writing project at any stage in the writing process.
- [http://www.mscc.edu/writingcenter/index.aspx](http://www.mscc.edu/writingcenter/index.aspx)

**Mobile Alert System**
- Motlow College is encouraging all students, faculty and staff to register for the mobile Motlow Alert system. The service is free and is also open to members of the general public who would like to receive the latest information regarding Motlow.
- Motlow Alert, formerly Rave, is one of Motlow's methods of emergency notification and is the easiest and quickest way for members of the Motlow community to receive important campus updates such as school cancellations due to inclement weather. The system sends text messages to service subscribers, enabling registered members to be as prepared as possible for any kind of emergency. Register by visiting the Motlow College website and clicking the Motlow Alert icon. Fill out the form, which requires email and phone number information.

**Class Schedule of Assignments:**
- Students are responsible for reading the chapters assigned. Each of these will be discussed in lecture class. Students are also responsible for the laboratory content of each laboratory meeting.

**Tentative Class Schedule:**

- **Endocrine/Reproductive System**
  Lecture & Lab Exam I

- **Respiratory System**
  Lecture & Lab Exam II

- **Cardiovascular System**
  Lecture & Lab Exam III

- **Digestive/Urinary System**
  Lecture Exam IV & Lab Exam IV

**MISCELLANY:**
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Please check your Schedule of Classes for information about and dates for refunds, withdrawals, and other deadlines that may pertain.

ALWAYS SEE AN ADVISOR BEFORE REGISTERING FOR CLASSES.