Biology 175
Introduction to Human Anatomy and Physiology

Instructor: Dr. Penny Perkins
Email: Contact me through Web CT or at psperrkins@aol.com
Office: Meet me in the Lab: Science Hall 1, room 310
Office Hours: Monday: 10:00-11:00; Wednesday: 11:45-12:45. Any day after class or by appointment


Recommended:
PowerPoint Notes available online. Please print each lecture set out with three slides per page and lines adjacent to each slide so that you can take notes directly opposite each slide.

Course Objectives: This course is the first in a series of two courses integrating human anatomy and physiology. In this course we will take a “systems” approach to understand basic human structure and the functions of each organ system. Material covered in this course includes basic anatomical terminology, basic biochemical and metabolic pathways, cell and tissue structure and function, and examination of the integumentary, skeletal, muscular, digestive and urinary systems.

Administrative information:
1. Attendance policy: It is critical to your success in this course that you attend class regularly, arrive on time, and pay attention in class. In the lab, work throughout the entire class period, even if you finish your lab assignment early—stay and study or review. If you do not attend regularly, you may be dropped from this class.
2. It is your responsibility to make sure that you are properly enrolled, and if you decide not to continue in the course, you must officially drop. If you stop attending class without officially dropping, the only choice I have is to assign you a letter grade of “F”.
3. Turn off all cell phones and pages when in class.

Evaluation and Grading:

Lecture:
1. There will be two lecture exams and a non-cumulative final (100 points each). Although exams are not cumulative, you are expected to build on information previously presented.
2. Exams include multiple choice, matching and short answer types of questions. Tests may include diagrams to label or interpret.
3. Each week, there will be a quiz (10 points each) on the previous week’s lecture material. The quizzes will be administered in the laboratory, and will start promptly at the beginning of the period. You will have 15 minutes to complete the quiz. Quiz format may include multiple choice, fill in the blank, or diagram labeling questions.
4. Take home practice exercises or lab review exercises (10 points each) will be assigned almost weekly. These are available online. You must always come prepared to take a quiz and/or turn in an exercise.
Lab:
Performance in the laboratory is evaluated based on:
1. Regular attendance and active participation in all forms of study materials.
2. Active participation in dissections and lab experiments
3. Points earned on three laboratory practical examinations (100 points each).
4. Points earned on five lab reports (25 points each).
5. Points earned on review exercises in Marieb’s lab manual (10 points each).

What are practical examinations? Practical exams consist of approximately 25 stations set up on the lab benches throughout the room. Each station will have an object to be identified, such as a structure on a microscope slide, a type of tissue, cell, bone(s), organs, muscles, blood vessels, nerves, etc. You will be asked to identify the structure and/or state its function. There will be four questions per station and you will have 2 minutes per station.

I am in the process of getting all our laboratory models and bones on our WebCT site for review after hours. The following websites also have models and bones that are similar to ours:

**Web sites:**
- [http://daphne.palomar.edu/ccarpenter](http://daphne.palomar.edu/ccarpenter) (Human Models)
- [http://daphne.palomar.edu/cfrancis](http://daphne.palomar.edu/cfrancis) (Bones and Models)

**Other online resources:**
- [http://www.getbodysmart.com](http://www.getbodysmart.com) This site provides information on skeletal and soft tissue structures and allows you to interactively label the pictures—it’s a great learning tool.
- [http://www.sci.lib.uci.edu/~martindale/MedicalAnatomy.html](http://www.sci.lib.uci.edu/~martindale/MedicalAnatomy.html) This site has links to histology images that can be helpful with laboratory material.
- [http://www.gen.umn.edu/faculty_staff/jensen/1135/webanatomy/](http://www.gen.umn.edu/faculty_staff/jensen/1135/webanatomy/) This site has labeling exercises for basic anatomy.

**Grades:** Grades are based on the total number of points earned in both the lecture and the laboratory, including quizzes, lab reports, and practice exercises. Grades are assigned based on a percentage of the total number of points earned, divided by the total number of points possible (e.g., the number of points you earned on all assignments divided by the total number of points possible x 100).

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<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90-100%</td>
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<td>B</td>
<td>80-89%</td>
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<td>C</td>
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<td>60-69%</td>
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<td>F</td>
<td>Below 60%</td>
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**Make up Exams:** There are NO make up exams except if you have a serious and compelling reason for not being able to take an exam during the examination period. **NOTE: YOU MUST INFORM THE INSTRUCTOR AT LEAST ONE WEEK PRIOR TO THE EXAM DATE.** Bring a written explanation stating the reason for needing the make-up exam.

**Late Work:** Late lab reports or exercises will lose 10% of the total points possible per day late, and will not be accepted more than 5 days past the due date.

**Extra Credit:** There is NO extra credit.

**Academic Honesty:** Any form of cheating/plagiarism will not be tolerated. This includes homework and lab reports as well as quizzes. On all assignments, **DO YOUR OWN WORK.** Cheating will result in an “F” on the
assignment/test, and “F” in the course, and you will be dropped from the class, and further disciplinary action according CSUSM’s Academic Honesty Policy may be taken. Please refer to the CSUSM catalog.

**Students with Disabilities:**
Students with disabilities who require academic accommodations must present me with the appropriate documentation from the Office of Disabled Student Services (DSS, Craven Hall 5205; 750-4905, or TDD 750-4909) at the beginning of the semester. Please see me during my office hour or privately before or after class so we can discuss how to best accommodate your needs and sign the necessary paperwork.

**How to be an A & P Survivor:**
This course covers a great deal of interrelated material. It is imperative that you understand topics covered early in the course to be able to comprehend information presented later on. Always attend class. We cover so much material each session that missing class will put you behind. **You cannot depend on reading the book or viewing the online notes in lieu of attending. DO NOT FALL BEHIND. NEVER MISS LAB.** There will be no opportunity to make up lab material, as all sections are full. Learning anatomical terms and structures require constant REPITITION, REPITITION, REPITITION, and did I mention, REPITITION.

Due to the amount of material to be covered in this course, you are expected to study extensively outside of class. This may mean coming to lab in the evening or on weekends.

**The A & P Ten Commandments:**

1. Thou shall put no other class before A & P!
2. Attend class every meeting and participate.
3. Do not fall behind
4. Ask questions if you do not understand or didn’t hear anything being discussed.
5. Study outside of class (study groups work for many people).
6. Read the lecture and lab topic before coming to class.
7. Use the online resources, the CD in your textbook, do all assignments, and hand them in on time.
8. Use the terminology in your every day life, AND LEARN HOW TO SPELL IT
9. Listen, read, take notes, and re-write lecture material.
10. REPITITION, REPITION, REPITION