

## HUMAN BIOLOGY - BIOLOGY 132H – Winter 2017

**Professors:** Dr. Glenn Fox (online materials & exams);  
Ken Davenport (lab & lab practicals) – JM 101 of McDivitt Hall, Tuesdays 1-3 pm.

### **Required Materials:**

- Human Biology 12<sup>th</sup> Ed., S.S. Mader (may also use 11<sup>th</sup> Ed.)
- Photographic Atlas for the Anatomy & Physiology Laboratory 7<sup>th</sup> Ed., Van de Graaff, Morton & Crawley (may also use 6<sup>th</sup> Ed.)

### **Recommended Optional Materials:**

- Atlas and Dissection Guide for Comparative Anatomy, 6<sup>th</sup> Ed., Wischnitzer & Wischnitzer.
- Human skull model

Students focus on the structure and function of the human body, the unity and diversity of life, the nature of scientific inquiry, and the principles and processes of evolution as well as contemporary issues that relate to biology. Course includes a laboratory component which focuses on human anatomy, and in which students are responsible for performing dissections and making original observations on dissected material.

**Prerequisites: ENG 085\* and MAT 020\*.**

**Grades:** The grade you earn in this course will be based upon total points accumulated on:

- |                                    |                                       |
|------------------------------------|---------------------------------------|
| 1) Exams (4 @ 100 pts. each)       | 3) Lab Practicals (3 @ 100 pts. each) |
| 2) Preview Questions (3 pts. each) | 4) Miscellaneous Assignments          |

The grading scale is:

95 – 100 %	4.0	75 – 79 %	2.0
90 – 94 %	3.5	70 – 74 %	1.5
85 – 89 %	3.0	65 – 69 %	1.0
80 – 84 %	2.5	60 – 64 %	0.5

You will be expected to keep a record of your grades so that you may calculate your grade at any time. Grades will also be posted to JetNet so you can verify your scores.

**Absence Policy:** This is an online course, and you may work at your own pace. There are established deadlines for assignments, exams, and lab practicals which must be met. Please work so as to allow yourself adequate time to finish these assessments. If a deadline is missed, you may not have the privilege to make up any missed assessment unless there are extreme mitigating circumstances AND you have official documentation. In such a circumstance, the privilege of a makeup is at the discretion of the Instructor. If you miss a deadline for any client side issue (your internet is down, you did not submit quiz answers prior to a time limit, etc.), it is treated as a missed deadline.

**General Philosophy:** As an adult and a college student, you are expected to be able to work and learn independently, and be responsible for all assignments and materials. This is a difficult course, and will cover a tremendous amount of material; that will require a lot of hard work and discipline. You will need to keep up, as the pace of the class is fast, and it will accelerate. There are no quick, easy ways; what you learn here will be directly proportional to the amount of effort you have expended. You are also expected to be considerate of the rights of others and not to interfere with those who are trying to study, work and learn.

### **Miscellaneous:**

1. You may be dropped from the course due to non-attendance and/or non-participation. If circumstances prevent you from participating, please inform us ASAP. To prevent being dropped from the course, advance

written approval is required and official documentation is necessary. Once you are dropped from the course, there will be no readmission.

2. It is expected that problems that occur because you feel an error has been made, disagree with what has been done, or feel unfairly treated, will be brought to my immediate attention so that they may be resolved.
3. There will be no extra credit projects for this course, since it is felt that your time will be better allocated in studying the assigned materials.
4. Student tutors may be available on an as needed basis, at no cost to the student being tutored. The Center for Student Success in BW is also available to provide resources and help for your classes.
5. Students with documented disabilities who believe that they may need accommodations in this class are encouraged to contact the Center for Student Success in BW 123 or phone 787-0800, extension 8270.
6. All students are expected to comply with JC Academic Honesty Policy. The policy can be viewed at <http://www.JCmi.edu/administration/deanoffaculty/academicHonestypolicy.htm> Any students caught or believed to be cheating will receive a 0% for the assignment, and all Academic Deans will be notified of the incident.
7. Your progress and behavior in this class may be shared with members of other JC programs or other academic programs to which you are applying. Also, if I am contacted for by a prospective employer on your behalf, I will give an honest assessment of your abilities based on your performance in lecture and lab.
8. Any discussion of grade issues (correcting an incorrect score, etc.) or waiving late penalties must occur in writing (e.g. via email).
9. Incomplete grades are only available in the most extreme of circumstances. A student must have completed greater than 80% of the course points with a grade of 2.5 or greater to qualify for an Incomplete. Incomplete grades are awarded solely at the discretion of the Instructor.
10. Students wishing to review exam or lab practical materials must make an appointment to meet with the instructor to review these materials in person. No other opportunities will be granted to review these materials.
11. Students are expected to provide stable internet access and the expertise to use the technology for this course. Mistakes made by students (client-side errors) will not be a valid excuse for missing a deadline. Server side issues will result in the instructor making reasonable accommodations for students, but any such issues must be documented by the JC Solution Center.

**LABORATORY PROCEDURE:** Lab is a very important learning component of this course. Please observe the following lab guidelines, and encourage your partners to do the same.

1. Lab assignments will be outlined for you on a weekly basis. You are responsible for the completion of these assignments.
2. You will be expected to learn the required structures/features from your own dissections, images from the course materials, and other materials on an ad hoc basis. You will make every effort to diagnose issues as they arise, and to communicate trouble to your instructor in a timely manner.
3. Consult with other members of the class and the instructor concerning any part of your work. Cooperation and consultation are encouraged: however, make certain that you completely understand everything since you will be held individually accountable for all materials covered.

4. Disruptive behavior or disrespectful communications will not be permitted or tolerated.
5. You are free to explore in your dissections as much as you like, but please be mindful that you are not destroying features that will be necessary in future dissections.
6. You are responsible for keeping your dissection tools and specimens in proper order and condition.
7. Students are required to read, agree to, and sign off on a respect policy and a laboratory participation contract prior to performing any dissection.
8. Students agree to hold the Instructor and College harmless in the advent of an injury with laboratory materials.
9. An assessment score curve MAY be used for each exam. The curve is a privilege.

## Winter Reading, Exam, & Lab Schedule

<u>Week start...</u>	<u>Readings/Exams</u>		<u>Labs</u>
16 Jan	Introduction	Ch 1, Life & Science	Intro./Lamprey
23 Jan	Ch 2, Biochem	Ch 3, Cells	Skeletal I
30 Jan	Ch 4, System Org	Ch 12, Skeletal Sys.	Skeletal II
6 Feb	Readings, continued	<b>*Exam 1 (1-4,12)</b>	Skeletal III
13 Feb	Ch 13, Muscular Sys.		<b>*Lab Practical I</b>
20 Feb	Ch 5, Cardiovascular Sys.	Ch 6, Blood	Muscles I
27 Feb	<b>Spring Break</b>	<b>Spring Break</b>	<b>Spring Break</b>
6 Mar	Ch7, Immunity	Ch 9, Digestive Sys.	Muscles II
13 Mar	<b>*Exam 2 (5-7,9,13)</b>		Muscles III
20 Mar	Ch 10, Respiration	Ch 11, Urination/Excr.	Visc. Anat. I
27 Mar	Ch 14, Nervous Sys.	Ch 15, Senses	<b>*Lab Practical II</b>
3 Apr	Ch 16, Endocrine Sys.	Readings, continued	Cardiovascular I
10 Apr	<b>*Exam 3 (10-11,14-16)</b>	Ch 17, Reproductive Sys.	Cardiovascular II
17 Apr	Ch 22, DNA	Ch 19, Genetics	Nervous I
24 Apr	Ch 23, Evolution	<b>Exam 4 (17,19,22-23)</b>	<b>*Lab Practical III</b>
1 May			<b>Course Assessment</b>

**\*NOTE: The above dates are Mondays, reflecting the start of the weeks in which weekly assignments and exams are due. Laboratories (and lab practicals) are held on Tuesday from 1-3 in JM 101 of McDivitt Hall.**

**\* Specific exam dates are subject to change. Changes will be announced in class and on the website; you will be responsible for the material by the date listed.**

## Human Biology Student Profile and Learning Contract

Name (Last, First) \_\_\_\_\_ ID Code: \_\_\_\_\_ Date \_\_\_\_\_

Address (include ZIP) \_\_\_\_\_

Phone #(s) ( ) \_\_\_\_\_ Email \_\_\_\_\_

Earned College Degrees(s) / Date(s) \_\_\_\_\_

Vocational Objective \_\_\_\_\_ Major \_\_\_\_\_

What other science courses do you plan to take at JC? \_\_\_\_\_

What are your expectations of this class?

I have read the syllabus, and understand the items and schedule that are indicated in that document. I would like clarification or more information on the following:

**As a student taking the Human Biology course, I understand my responsibilities as follows:**

- I am taking this course to improve my knowledge in this subject.
  - I understand that this is a very difficult college level course and is not an “easy” course.
  - This course builds upon chapters covered, and falling behind will make the course more challenging.
  - Attendance and being to class on-time are critical to my success in this course
  - I will help my fellow students understand the course material.
  - I understand that if I cheat, it may affect my ability to obtain certain jobs in health care or with the government for the rest of my life.
  - If I need help or have special problems, I will see the instructor, or request a tutor before I fall too far behind.
  - I understand that, while all sections of Bio 132 strive for uniformity, there are particular nuances of policy and grading which are unique to my section, and perfect uniformity across all sections is impossible.
  - If I have a complaint about the course, I will first discuss it with the instructor as per JC policy.
  - I will contribute to classroom and laboratory discussions.
  - If at any time I feel that something is interfering with the learning environment, I will bring it to the instructor's attention privately so that the instructor can attempt to remedy the situation.
  - I will keep a record of my grades and notify the instructor immediately if I feel that an error has been made, or I don't understand why I received a particular grade.
  - I will familiarize myself with the “study hints” on the Science Department Web page @ <JCmi.edu/Departments/Science/>
  - I will contribute to the learning environment for all.
  - I will read and familiarize myself with the Human Specimen Policy/Laboratory Rules
  - I understand that ANY violation of Human Specimen Policy/Laboratory Rules will reduce my grade to a 0.0 for the semester.
  - I understand that I will receive a 0.0 unless this contract is returned to Dr. Fox by the Add/Drop deadline.
- I understand and agree to this learning contract.

Signature \_\_\_\_\_ As stipulated in the syllabus acknowledgement \_\_\_\_\_

## Laboratory Participation Contract

I the undersigned, acknowledge, appreciate and agree that:

1. There are inherent risks involved with participation in laboratory activities, and I choose to voluntarily participate with full knowledge that said may potentially be hazardous to me. I agree to follow the safety procedures outlined above and all instructions of my instructors. I understand that I may be forbidden from participating in the laboratory session and future laboratory courses if I violate any safety rule or procedure.
2. I voluntarily assume full responsibility for any risk of personal injury, including death, which may be sustained by me as a result of my participation. There may also be other risks which are not fully known or readily apparent.
3. I hereby release, waive, and discharge College and its Board of Trustees, its officers, agents, employees and representatives from all claims, demands, liabilities, rights and causes of action of whatever kind or nature, that may result from or occur during my participation, whether caused by negligence of the College, its Board of Trustees, officers, agents, employees or representatives or otherwise. I also agree to indemnify and hold harmless the College for any loss, liability, damage or costs, including court costs and attorney's fees that may occur as a result of my negligent or intentional act or omission while participating in this course.

I HAVE CAREFULLY READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AND HAVE HAD SUFFICIENT TIME TO SEEK EXPLANATION OF THE PROVISIONS CONTAINED ABOVE. AFTER CAREFUL CONSIDERATION, I SIGN THIS DOCUMENT VOLUNTARILY AND WITHOUT ANY INDUCEMENT.

Signature As stipulated in the syllabus acknowledgement