

**Miami Dade College
Kendall Campus
BSC 2085**

Course Policies and Syllabus 2008-3
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Reference: # 508843

Schedule: Monday, Wednesday, Friday: 8:30 a. m. - 9: 35 a.m.

ROOM: 2114

Instructor: Dr. Amarilys Carmona.

Biology Department

E-mail: acarmona@mdc.edu

Office hours: TBA

Office location: Room 3265 - Cubicle 15

Office telephone number: (305) 237 2300

Course Description:

This is the first half of the Anatomy and Physiology lab for majors, based upon the textbook "Fundamentals of Human Anatomy and Physiology" by Frederic H. Martini, (eighth edition), you will study the basics of cells, tissues, some organs and systems.

Prerequisites:

Course requirements and students basic background

Why do the students need to be familiar with critical thinking questions?

The students have to be able to answer critical thinking questions in all tests and quizzes. This will prepare them for better performance in their future.

Because this is a 2000 level course, the students in BSC 2085 Lecture and Lab should not be taking any remedial/preparatory courses at the same time. The students should have finished all of their remedial/preparatory courses before taking BSC2085 or any other 2000 level course.

How can the student prepare to answer critical thinking questions?

Recommendation: I strongly recommend taking **English 1101, Chemistry 1033** lecture and lab, and **BSC 1005** Lecture and Lab before taking this course if:

- the student did not take them in High School; the student took the courses years ago, or the student took them recently in High school but did not perform very well in the courses.

Chemistry 1033 is a pre requisite for Nursing in order to have proper basic knowledge.

Competencies: See Attachment A

Grading Policy

- 7 tests - I will count 6. [10% each] -----60 %
- 11 quizzes (online) I will count 8 of them. -----10 %
- collaborative learning activities in the classroom-----10 %
- 2 work papers (5 % each)-----10 %
- 1 report paper-----10 %

Total: 100 points

Grading System

- A - 100 to 90
- B - 89 to 80
- C - 79 to 70
- D - 69 to 60
- F - 59 or below

A score of 70 % of the total grade is considered the minimum passing grade.

Course Information:

- We will use the course compass. The code to login comes with your new textbook: Martini (eighth edition).
- Your professor will give you instructions to register in the course compass: www.coursecompass.com
- The power points will be available in the course compass under assignments for every chapter. To see the power points go to the course compass. Under assignments, you will find the power point from the publisher, and from your professor.
- To answer the online quizzes, go to: chapter contents, chapter, and click on level 1 multiple choice. Please save and submit the quiz. (You may make multiple attempts to take the quizzes; however, look at the schedule

to see the due date for every quiz). Your professor will not change the due date.

- Study guides will be available for every chapter as an extra tool in case you need them to study.
- Your professor will inform you of your grade and average after every test.
- The professor will not send you the grades via e-mail as it is against college policy.

General Education Outcomes

<http://www.mdc.edu/learningoutcomes/outcomes.aspx>

Our learning outcomes

The students will be able to:

1. Communicate effectively using listening, speaking, reading, and writing skills.
2. Solve problems using critical, creative thinking and scientific reasoning.
3. Use computers and emerging technologies effectively.
4. Describe how natural systems function and recognize the impact of humans on the environment.

General course policy

Please make sure that you read everything in this handout because this is our contract and agreement with the rules for this class.

- The use of telecommunications devices that include cellular phones, beepers, and PDA with Internet capabilities is not permitted.
- Leaving the classroom in order to use cellular phones will only be permitted in the case of extreme emergencies.
- Do not interrupt class by chatting with your classmates.
- **There are no make-ups for Tests.**
- If you miss a Test for which a medical or court excuse is provided, (professional letterhead is required) an incomplete grade maybe considered.
- **To get an incomplete grade** you need the documented excuse for your absence and pass more than 60% of the course. The incomplete grade forms will be signed by the chairperson and your instructor; an attachment of the documented excuse will be kept on file. If the student signs an incomplete form, the activity missed will have to be

completed the following major term or the registrar's office will automatically change the "I" into an "F".

- It is the responsibility of the student to drop the course.
- Those who appear in the final grade roll and have not attended or taken the final exam will probably receive an "F" grade.
- **Attendance** is mandatory. Students must attend every class. If an emergency arises, the instructor expects to be contacted if you cannot attend. **Late arrival will be treated as an absence.**
- It is your personal responsibility to get notes or handouts from classmates or see the instructor during office hours for additional help. Do not send e-mail messages requesting information regarding the day's topic covered during your absence; see attachment B of the course syllabus.
- A student who is consistently absent for the classes and does not make attempts to communicate with the Instructor **will be purged from the class roll after the third absence.**
- Reports are not going to be accepted later than the due date; you can not send reports by e-mail. Bring the report paper to class on the due date.
- **No visitors** are allowed in class (**including children**).
- **When you sign this paper you agree to abide by the course policies.** The syllabus is a contract between the professor and the student. If you do not agree with this syllabus, you should switch to another section during the first week.

Drop Policy

It is the responsibility of the student to drop the course.

The student **will be dropped after the third consecutive absence.**

Academic honesty

Cheating on an exam will not be tolerated; individuals **WHO DO, WILL RECEIVE A GRADE OF ZERO (0)** for the assignment, and will be referred to the **Dean of Students** for **disciplinary action.**

To help you stay honest:

- 1- I reserve the right **to assign seats** in my class at any time and day.
- 2- **No hats, cell phones, no bathroom breaks are allowed during tests.**
- 3- **If your phone rings during a test, you will be asked to leave and you will take the grade that you have at that moment.**

Disability Services

ACCESS Department - students who experience learning difficulties or have disabilities are urged to visit an ACCESS advisor to determine if eligible for any special services.

Provide form within the first week of class if already in the ACCESS program.

Work paper.

Every group work has to be formed by a maximum of five students.

Each group has to have a coordinator.

The student must have the phone number and e- mail of each member of his or her group.

The work papers have to be typed and must be given to the professor on the due date.

There will be 5 questions in each work paper.

The answer papers have to be attached to the original with the name, last name and signature of each student.

I do not accept late work papers or individual work papers.

The work paper has to be done by the five members and the grade will be the same for each member of the group.

Report Paper

Reports are small research papers that are 10% of your grade **[this is not an extra credit]**... The due date is Monday, July 6. You should bring the report during class session, after that time, the paper will be considered late.

All late papers will be taken 10% of the total points per paper, per calendar, per day. **You are responsible for your work;** part of that responsibility is managing your time well. Advising appointments, computer breakdowns and printer collapses etc... are not valid reasons for missing a report or paperwork deadline.

Themes for the Research paper

Nervous System disorders

Infections

- Neuritis
- Hansen's disease
- Polio
- Meningitis
- Rabies
- Encephalitis
- African sleeping sickness

Congenital disorders

- Spina bifida
- Huntington's disease
- Cerebral palsy

Degenerative disorders

- Parkinson's disease
- Alzheimer's disease

Tumors

- Neuromas
- Gliomas
- Neuroblastomas
- Meningiomas

Trauma

- Spinal cord injuries
- Peripheral nerve palsies
- Cranial injuries
- Epidural and subdural hemorrhages
- Concussions
- Contusions
- Lacerations

Secondary disorders

- Cerebrovascular accident (CVA) or stroke
- Aphasia
- Multiple sclerosis

Rubric: Reports should include:

Hard cover-----	5 points
Title page-----	5 points
Index page-----	5 points
Introduction with concept -----	5 points
Explain why you chose the topic and its relation with the material covered in this course-----	5 points.
Main text: (content) -----	40 points
3 pages (they do not include introduction nor conclusions)--	5 points
double space and Font # 12-----	5 points
Illustrations: -----	5 points
Conclusions: -----	5 points
Bibliography- (at least 3 authors) -----	5 points
(1- Introduction, 2- main text, 3 - conclusion, 4 - illustrations and 5-why you choose the topic must have subtitle)-----	5 points
The page numbers must appear in the index and at the bottom of each page -----	5 points
Total: 100 points	

Tardiness: Late papers are discounted 10% of the total points per day.

Suggested Bibliography

Bibliography or reference pages:

Medical textbooks (Harrison's Principles of Internal Medicine, 16th edition.
The Merck Manual of Diagnosis and Therapy, 17th Edition).

Students can find the former textbooks in the library.

You can also find information in: www.google.com
www.medlineplus.com

Quizzes on line by the Publisher

The student has to answer the quizzes online for each chapter assigned by the professor in order to obtain 10% for participation. Due date: See attachment B. The student must answer all quizzes, save and submit them. The professor will count 8 quizzes.

How to succeed in this class

- Read the assigned material before coming to class.
- Try not to memorize terminology mechanically, but learn the meaning of the terms you are using.
- Do not hesitate to ask questions.
- Attend class regularly.
- Assume responsibility for your own learning.
- Use the library and the optional bibliography.
- **Follow the golden rule "Treat others as you wish to be treated."**

Attachment A: Competencies:

Course Title: Human Anatomy and Physiology I

Credit Hours Breakdown: 3 lecture hours

Co requisite: BSC-2085-Laboratory

Course Competencies:

Competency 1: The Sciences of Anatomy and Physiology

Upon successful completion of this course, the student will be able to understand the meaning of these two terms by:

- 1.1 Defining anatomy and physiology, and explaining how they are related.
- 1.2 Defining homeostasis and its mechanisms, and explaining its importance to survival.
- 1.3 Describing a feedback system and differentiating between positive and negative feedback.

Competency 2: Organization of the Human Body

Upon successful completion of this course, the student will be able to describe how the body is organized by:

- 2.1 Identifying the major regions of the body utilizing appropriate anatomical terminology.
- 2.2 Defining the anatomical planes used to locate parts of the body.
- 2.3 Describing the locations of the major body cavities and listing the major organs in each cavity.

Competency 3: Introductory Chemistry

Upon successful completion of this course, the student will be able to understand the basic knowledge of chemistry as it relates to anatomy and physiology by:

- 3.1 Defining the functions of water, acids, bases, and the concept of pH.
- 3.2 Discussing the functions of carbohydrates, lipids, proteins, and nucleic acids.
- 3.3 Explaining the role of enzymes in living systems.

Competency 4: Cells and Tissues

Upon successful completion of this course, the student will be able to understand the major cellular organelles and tissue types, and explain their function by:

- 4.1 Identifying the major cellular organelles.
- 4.2 Explaining how substances move into and out of cells.
- 4.3 Describing how a cell divides.
- 4.4 Identifying the four basic tissue types that comprise the human body: epithelial, connective, muscle, and nervous tissues.

Competency 5: The Integumentary System

Upon successful completion of this course, the student will be able to understand the integumentary system and explain its functions by:

- 5.1 Describing the structure of the skin.
- 5.2 Describing the effects of aging on the integumentary system.

Competency 6: The Skeletal System

Upon successful completion of this course, the student will be able to understand the skeletal system and explain its functions by:

- 6.1 Describing the factors involved in ossification and bone growth.
- 6.3 Identifying the axial and appendicular divisions and their major bones
- 6.4 Describing the effects of aging on the skeletal system.

Competency 7: Joints

Upon successful completion of this course, the student will be able to know the different kinds of joints by:

- 7.1 Defining a joint and describing how the structure of a joint determines its function.
- 7.2 Describing the structure of the different type of joints, and how are their functions related.
- 7.3 Explaining the effects of aging on joints.

Competency 8: The Muscular System

Upon successful completion of this course, the student will be able to understand the muscular system by:

- 8.1 Describing the location, function(s), and characteristics of each type of muscle tissue: smooth, cardiac, and skeletal.
- 8.2 Explaining the major events that occur during muscle fiber contraction.
- 8.3 Describing the sources of ATP and oxygen necessary for muscle contraction.
- 8.4 Describing how exercise affects skeletal muscle.

Competency 9: Nervous Tissue

Upon successful completion of this course, the student will be able to understand the basic structure of nervous tissue by:

9.1 Describing the basic components and general functions of the nervous tissue.

9.2 Comparing the structure and function of neurons and neuroglia.

9.3 Explaining how nerve impulses are transmitted from neuron to neuron and neuron to muscle.

Competency 10: The Control Systems: Nervous and Endocrine

Upon successful completion of this course, the student will be able to understand the nervous and endocrine systems by:

10.1 Defining central nervous system.

10.2 Naming the major parts of the brain and describing the functions of each.

10.3 Describing the spinal cord and its function

10.4 Listing and defining the major parts of the peripheral nervous system.

10.5 Describing the general characteristics of the autonomic nervous system.

Attachment B: Tentative Schedule.

DATE / ASSIGNED TOPIC

May 11 – Monday - PRE TEST

**May 13 – Wednesday - PRE TEST RESULTS. COURSE GOALS.
SYLLABUS DISCUSSION. GROUPS WORK CREATION.**

May 15 – Friday - CH 1- INTRODUCTION

May 18 -- Monday - CH1-INTRODUCTION

May 20 – Wednesday- CH 2- THE CHEMICAL LEVEL .

May 22 – Friday - CH 3- THE CELLULAR LEVEL

May 25 – Monday - HOLIDAY PERIOD: MEMORIAL DAY

May 27 – Wednesday - CH 3- THE CELLULAR LEVEL

May 29 – Friday - TEST # 1- Chapters 1, 2, 3.

(Due day for online quizzes, level 1 multiple choice 1, 2 and 3)

June 1st – Monday - CH 4-THE TISSUE LEVEL
June 3rd – Wednesday - CH 4-THE TISSUE LEVEL
June 5th – Friday - CH 5- THE INTEGUMENTARY SYSTEM

June 8th - Monday -TEST # 2 Chapters 4, 5.
(Due day for online quizzes, level 1 multiple choice 4, 5)

June 10 – Wednesday - CH 6-THE OSSEOUS TISSUE
June 12 – Friday - CH 6-THE OSSEOUS TISSUE

June 15 – Monday - CH 9- ARTICULATIONS
June 17 – Wednesday - TEST # 3 Chapters 6, 9.
(Due day for online quizzes , level 1 multiple choice 6, 9)
June 19 – Friday - CH 10- THE MUSCLE TISSUE

June 22 – Monday - CH 10- THE MUSCLE TISSUE
June 24 – Wednesday - TEST # 4 Chapter 10.
(Due day for online quiz, level 1 multiple choice chapter 10)
June 26 – Friday - CH 12- THE NEURAL TISSUE

June 29 – Monday -CH 12- THE NEURAL TISSUE
July 1 – Wednesday- CH 13- THE SPINAL CORD
July 3- Friday- HOLIDAY PERIOD: INDEPENDENCE DAY

July 6 – Monday - CH 13- THE SPINAL CORD (due day for the Research paper)
July 8 - Wednesday -CH 13- THE SPINAL CORD
July 10 – Friday - TEST # 5 Chapters 12,13.
(Due day for online quizzes, level 1 multiple choice 12 ,13)

July 13 – Monday - CH 14- THE BRAIN
July 15 – Wednesday- CH 14- THE BRAIN
July 17 – Friday - CH 14- THE BRAIN

July 20 – Monday - TEST # 6 Chapter 14.
(Due day for online quiz level 1 multiple choice chapter 14)
July 22 – Wednesday- CH 16- AUTONOMIC NERVOUS SYSTEM
July 24 – Friday - CH 17- SENSORY SYSTEM

July 27 – Monday- STUDY FOR FINAL TEST
July 29 –Wednesday -STUDY FOR FINAL TEST
July 31 – Friday - TEST # 7 (Chapters 16 and 17)

Important Dates

May 11, Monday- Faculty reports, SUMMER TERM begins
May 14, Thursday - Last day to drop classes with 100% refund for the 12-week Summer Term
July 31, Friday- Last day of classes and examinations for the 12-week Summer Term
August 1, Saturday- Faculty grade input ends at 12:00 Noon. Last day for faculty



May 23 - 25, Sat. - Mon. Holiday Period – Memorial Day
July 3, Fri., July 5 Mon - Holiday Period – Independence Day

CONTRACT AND SIGNATURE

Complete the following questions and include your signature
You must submit this questionnaire to be evaluated.

Student number.....
Student name and last name.....
Course.....reference #
Major.....Telephone.....
home work
E-mail

I have read and understand Dr. Carmona’s course policy.

.....
Signature



