

Course: **Anatomy and Physiology (Biology 202 Lecture)**
 Instructor: Dr. Phil Tate
 Office: Dalby 208
 Office Hours: MTWRF 11:00-11:50, or anytime you see me
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 Time: Spring, 2007

<u>WEEK</u>	<u>DATE</u>	<u>LECTURE TOPIC</u>
1	Jan 15	Martin Luther King Day
	17	Endocrine System
	19	Endocrine System
2	22	Digestive System
	24	Digestive System
	26	Digestive System
3	29	Digestive System
	31	Digestive System
	Feb 2	Exam 1
4	5	Reproductive System
	7	Reproductive System
	9	Reproductive System
5	12	Reproductive System
	14	Reproductive System
	16	Reproductive System
6	19	President's Day
	21	Exam 2
	23	Endocrine System
7	26	Endocrine System
	28	Endocrine System
	Mar 2	Endocrine System
8	5	Endocrine System
	7	Exam 3
	9	Hematology
9	12	Spring Break
	14	Spring Break
	16	Spring Break
10	19	Hematology
	21	Hematology
	23	Hematology
11	26	Lymphatic System
	28	Exam 4
	30	Cardiovascular System

12	Apr	2	Cardiovascular System
		4	Cardiovascular System
		6	Cardiovascular System
13		9	Cardiovascular System
		11	Cardiovascular System
		13	Cardiovascular System
14		16	Cardiovascular System
		18	Exam 5
		20	Respiratory System
15		23	Respiratory System
		25	Respiratory System
		27	Respiratory System
16		30	Urinary System
	May	2	Urinary System
		4	Urinary System
17		7	Exam 6 (9:00 – 10:50 for 9:00 class)
		9	Exam 6 (10:00 – 11:50 for 10:00 class)

The above schedule is tentative and may be changed if necessary.

Cadaver Program

1. The anatomy and physiology program at Phoenix College uses cadaver demonstrations and animal organ dissections as part of the laboratory experience.
2. These activities are a required part of the course. If you feel that you might have difficulties with this aspect of the class, please talk with me immediately (that means today). It may be necessary to enroll you in a different course.

Course Materials

1. For the first week of class, you will be provided with all lecture and lab notes. After that, you will need to print your own notes. It is possible to print the notes at the library, but you will have to pay for copying.
2. Go to www.pc.maricopa.edu/files/ptate to get the notes, which are in **folder Bio202Lec**.

Exam Files

Exam 1	CHP017 (provided in class), CHP18A, CHP24A, CHP24B (optional)
Exam 2	CHP28 (C-E), CHP28 (A and B are optional - same material as in lab)
Exam 3	CHP18B, CHP18C
Exam 4	CHP19, CHP22
Exam 5	CHP20, CHP21
Exam 6	CHP23, CHP26

3. To read these files, you will need Adobe (Acrobat) Reader. Most computers have Adobe Reader. Get a free download at <http://www.adobe.com/products/acrobat/readstep2.html>

Textbook and Study Guide

Anatomy and Physiology (7th ed.) by Seeley, Stephens, and Tate. It is **highly recommended** that you **bring the textbook to lecture and lab** because it has many useful illustrations.

Study Guide to Accompany Anatomy and Physiology (7th ed.) by Tate, Kennedy, and Seeley.

Reading Assignments for Lecture

<u>Exam</u>	<u>Assignment</u>
1	Chapter 17 and 24
2	Chapter 18 (pp. 610-612), 28, and 29 (pp. 1099-1100)
3	Chapter 18 (pp. 613-644)
4	Chapter 19 and 22 (pp. 786-795)
5	Chapter 20 and 21 (pp. 723-729, 759-777)
6	Chapter 23, 26, and 27 (pp. 1023-1029)

Study Guide Assignments

1. Study Guide assignments are to complete the Content Learning and Quick Recall sections for each chapter. The Mastery Learning and Final Challenges sections are recommended.
2. **Please note that a significant portion of the exams is taken directly from the study guide from the Content Learning and Quick Recall sections.**

Point Distribution:

1. There will be a total of approximately 936 points possible.

Assignment	Number	Points	Total
Lecture Exam (Closed Book)	6	100	600
Lecture Exam (Open Book)	6	6	36
Lab Practical 1	1	100	100
Lab Practical 2	1	100	100
Lab Practical 3	1	50	50
Lab Quiz	2	15	30
Lab Exercise	2	10	20
TOTAL			936

2. Description:
 - A. The lecture exams will be multiple choice questions.
 - B. The last exam is a lecture exam, NOT a comprehensive final.
 - C. The lab practicals will be short answer questions.

Grades

1. The grade for the semester is determined by adding together all individual scores and calculating one final percent score.
2. Percent score and letter grade breakdown:

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

Makeup Exams

1. Exam dates are listed on pages 1 and 2 of this syllabus. It is possible that exam dates may change. If that happens, the new exam dates will be announced in class. It is your responsibility to know when exams are scheduled.
2. Alternative test times can be arranged ahead of time.
3. All makeup exams will be given on the regularly scheduled final exam day. Makeup exams will be Essay Exams.

Policies

1. According to school policy, you are allowed three unexcused lecture absences and one unexcused laboratory absence. Excess absences gives your instructor the right to withdraw you from the course.
2. Tardiness is rude and disruptive. Being on time, ready to learn makes common sense and is common courtesy. Excessive tardiness will result in your withdrawal from the course.
3. See the Student Handbook for a detailed description of all policies.

Withdrawal

1. The last day a student can initiate withdrawal from the course without an instructor's signature is Friday, March 2nd. The student must file an official "withdrawal" form with the Admissions Office.
2. The last day a student can withdraw, with an instructor's signature, is Monday, April 23rd.
3. Do not just stop attending class and expect your instructor to withdraw you from class. If you wish to withdraw, begin the process by notifying your instructor.
4. If you do not officially withdraw, your grade for all work completed and uncompleted can become part of your record.

Help

1. If you want to talk about any aspect of the course, let's get together. If you need help, please let me know.
2. There will be a **group study session** every Monday from 12 – 12:50 p.m. in the Math and Science Center. Everyone is welcome to attend.
3. The best time to seek help is as soon as you know you don't understand something. Never knowingly remain ignorant, confused, or unprepared! From a practical standpoint, seek help **before** an exam.

Student Services

1. The Disability Support Services (DSS) Office coordinates services which will ensure equal access to college programs for students with disabilities. Services include interpreting for the deaf/hard of hearing, note taking, reading, scribing, adaptive technology, testing accommodations, alternative text formatting, and special seating arrangements. Some classroom accommodations such as interpreting services, audio taped texts and handouts, enlarged print and brailled materials require preparation time.
2. Students with disabilities are encouraged to contact the DSS Office prior to registration and provide us with the necessary documentation. All disability-related information provided to DSS remains confidential. **The DDS office is located in the Learning Center Building (Telephone: (602) 285-7477 V/TDD)**

Math and Science Center

1. The Math and Science Center is located on the second floor of the library.
2. ADAM and free tutoring are available at the Math and Science Center.
3. Math and Science Center hours:
Monday - Thursday 8:00 a.m. - 9:00 p.m.
Friday 8:00 a.m. - Noon
Saturday 9:00 a.m. – 1:00 p.m.

Learning Center

1. The Learning Center is located in the Learning Center Building in the center of the campus.
2. The Learning Center provides free tutoring, educational materials, computer-assisted instruction, and student development workshops.
3. Learning Center Hours:
Monday - Thursday 8:00 a.m. - 7:00 p.m.
Friday 8:00 a.m. - 4:30 p.m.

Web Sites For Anatomy and Physiology

1. <http://www.mhhe.com/seeley7>
This is the Web site that goes with the textbook. Open the Web site and then click on the Student Edition in the lower left hand corner. Choose a chapter to see quizzes, study outlines, animations, etc. Click on Course Tools for the Cross-Sectional MiniAtlas (which can be downloaded) and a Spanish A&P glossary.
2. <http://www.gwc.maricopa.edu/class/bio201/index.html>
Click on Cool A&P Tutorials on the bottom of the screen.