

BIOL 223: Anatomy

Location:	Evening
Address:	1001 Rogers Street Columbia, MO 65216
Section:	19FALL2/BIOL/223/AEV
Semester Credit Hours:	3
Class Day(s) and Time(s):	Tuesday, Thursday 5:30 PM - 7:30 PM from October 21, 2019 to December 14, 2019

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Course Information

Catalog Description

Structure of the human body including comparison with other vertebrates. Concurrent enrollment in BIOL 223L is recommended.

Prerequisite: C or better in BIOL 110.

Additional Notes

Thanksgiving Holiday: Class will not meet on Thursday, November 28. Your instructor will provide further instructions as to how you will make up the required class time.

Textbooks

As part of TruitionSM, students will receive their course materials automatically as described below.

 Shier/Butler/Lewis. (2019). *Hole's Human Anatomy and Physiology with access to Connect* (15th). McGraw-Hill. eText

Bookstore Information

Visit <https://www.ccis.edu/bookstore.aspx> for details.

eText Information

If a course uses an eText, (see textbook information above) the book will be available directly in Desire2Learn (D2L) seven days before the session begins, if registered for courses prior to that date. Upon first login to VitalSource, students should

use their CougarMail email address; alternate email addresses cannot be used. More information about how to use the VitalSource platform, including offline access to eTexts, can be found in D2L.

Physical Course Materials Information

Students enrolled in courses that require physical materials will receive these materials automatically at the shipping address on file with Columbia College. Delivery date of physical materials is dependent on registration date and shipping location. Please refer to confirmation emails sent from Columbia College for more details on shipping status.

Returns: Students who drop a class are responsible for returning any physical course materials that were shipped. To initiate a return, visit [Ingram Returns](#) to generate a pre-paid return label. Materials from dropped courses must be returned within 30-days of receipt. **Failure to return physical items from a dropped course will result in a charge to the student account for all unreturned items.**

Note: Students who opt-out of having their books provided as part of [TuitionSM](#) are responsible for purchasing their own course materials.

Technology Requirements

THIS IS A TECHNOLOGY-ENRICHED COURSE WHICH COMBINES IN-SEAT INSTRUCTION WITH ONLINE LEARNING.

Participation in this course will require the basic technology for all classes at Columbia College:

- A computer with reliable internet access
- A web browser
- Acrobat Reader
- Microsoft Office or another word processor such as Open Office

For more information, see [technical requirements](#).

Course Learning Outcomes

- Understand and apply precise anatomical terminology.
- Describe different tissues.
- Name and locate the bones of the axial and appendicular skeletons.
- Describe and give examples of different articulations.
- Describe gross and microscopic anatomy of muscles.
- Identify major muscles of the body and their actions.
- Explain the structural and functional organization of the nervous system including the parts of the brain, spinal cord and the cranial and spinal nerves.
- Describe the autonomic nervous system.
- Describe the structures of the general and special senses.
- Identify structures and functions of the endocrine system.
- Describe the organization of the respiratory system.
- Summarize the structures and relationships in the digestive, urinary and reproductive systems.

Grading

Grading Scale

Grade	Points	Percent
A	900 - 1000	90-100%
B	800 - 899	80-89%
C	700 - 799	70-79%
D	600 - 699	60-69%
F	0 - 599	0-59%

Grade Weights

Assignment Category	Points	Percent
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Exams	500	50%
Questions	150	15%
Case Studies	200	20%
Discussion posts	150	15%
Total	1000	100%

Schedule of Due Dates

Week 1

Assignment	Points	Due
Lecture one questions	10	Meeting 2
Lecture two questions	10	Meeting 3

Week 2

Assignment	Points	Due
Lecture three questions	10	Meeting four
Lecture four questions	10	Meeting Five
Exam One	125	Meeting Four

Week 3

Assignment	Points	Due
Lecture five questions	10	Meeting six
Lecture six questions	10	Meeting seven
Case study one assigned meeting five	100	Meeting 10
Discussion one assigned meeting six	75	Meeting 9

Week 4

Assignment	Points	Due
Lecture seven questions	10	Meeting 8
Lecture eight questions	10	Meeting nine
Exam 2	125	Meeting 8

Week 5

Assignment	Points	Due
Lecture nine questions	10	Meeting ten
Lecture ten questions	10	Meeting eleven

Week 6

Assignment	Points	Due
Lecture eleven questions	10	Meeting twelve
Lecture twelve questions	10	Meeting thirteen
Case Study two assigned meeting eleven	100	Meeting fifteen
Exam three	125	Meeting twelve

Week 7

Assignment	Points	Due
Lecture thirteen questions	10	Meeting fourteen
Lecture fourteen questions	10	Meeting fifteen
Discussion two assigned meeting thirteen	75	Meeting sixteen

Week 8

Assignment	Points	Due
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Assignment	Points	Due
Assignment fifteen questions		Meeting sixteen
Exam four	125	Meeting sixteen
Total Points: 1000		

Assignment Overview

Assignments

Questions will be assigned through connect and available after each lecture. There will be a total of 15 question assignments worth 10 points each. There is no limit as to how many times that you can take the assignment for a score.

Examinations

4 examinations will be given with each being worth 125 points. The final exam will be 25% comprehensive and 75% over lectures 12-15.

Course Outline

Click on each week to view details about the activities scheduled for that week.

Week 1: Meeting one: Introduction to Human Anatomy. 1.1, 1.2,1.3,1.6, 1.8. Meeting two: Chapter 5 Tissues, Chapter 6 Integumentary System 6.1, 6.2

Lecture one questions

Questions can be found in connect and will cover lecture 1.

Lecture two questions

Week 2: Meeting three: Chapter 7 Skeletal System 7.1, 7.2,7.4,7.5. Meeting four: Chapter 7 Skeletal System 7.6-7.11.

Lecture three questions

Lecture four questions

Exam One

125 point examination over lectures 1-3. Multiple choice and true/false.

Week 3: Meeting five: Chapter eight Joints of the skeletal system 8.1-8.3. Meeting six Chapter nine skeletal system 9.7

Lecture five questions

Lecture six questions

Case study one assigned meeting five

A case study will be assigned pertaining to a subject in Anatomy. TBA.

Discussion one assigned meeting six

A topic related to clinical anatomy will be submitted for online class discussion.

Week 4: Meeting seven: Chapter nine Skeletal Muscle 9.7, Chapter ten Nervous System 10.1-10.3. Meeting eight: Chapter ten Nervous System 10.1-10.3

Lecture seven questions

Lecture eight questions

Exam 2

125 point exam covering lectures 4-7. Multiple choice, true/false.

Week 5: Meeting nine: Chapter eleven Nervous System 11.1, 11.2, 11.3. Meeting ten: Chapter eleven Nervous System 11.4, 11.5, 11.6. Chapter twelve Nervous System 12.4.

Lecture nine questions

Lecture ten questions

Week 6: Meeting eleven: Chapter fifteen Cardiac 15.1-15.3, 15.5-15.7. Meeting twelve: Chapter thirteen Endocrine 13.4-13.8, Chapter sixteen Lymphatic system 16.1, 16.3

Lecture eleven questions

Lecture twelve questions

Case Study two assigned meeting eleven

A case study will be assigned which relates to clinical anatomy.

Exam three

125 point examination which will cover lectures 8-11. Multiple choice, true/false.

Week 7: Meeting thirteen: Chapter seventeen Digestive System 17.1-17.9. Chapter nineteen Respiratory Tract 19.1-19.2. Meeting fourteen: Chapter twenty Urinary Tract 20.1, 20.2, 20.4

Lecture thirteen questions

Lecture fourteen questions

Discussion two assigned meeting thirteen

Online discussion on a clinical anatomy topic.

Week 8: Meeting fifteen: Chapter twenty-two Reproductive Tract 22.2, 22.4, 23.2. Meeting sixteen: Final exam

Lecture fifteen questions

Exam four

125 points. 25% comprehensive. 75% lectures 12-15, multiple choice, true/false.

+ Additional Resources

Online databases are available at library.ccis.edu. You may access them using your CougarTrack login and password when prompted.

Technical Support

If you have problems accessing the course or posting your assignments, contact your instructor, the Columbia College Technology Solutions Center, or the D2L Helpdesk for assistance. If you have technical problems with the VitalSource eText reader, please contact VitalSource. Contact information is also available within the online course environment.

- Columbia College Technology Solutions Center: CCHelpDesk@ccis.edu, 800-231-2391 ex. 4357
- D2L Helpdesk: helpdesk@d2l.com, 877-325-7778

- VitalSource: support@vitalsource.com, 1-855-200-4146

Online Tutoring

Smarthinking is a free online tutoring service available to all Columbia College students. Smarthinking provides real-time online tutoring and homework help for Math, English, and Writing. Smarthinking also provides access to live tutorials in writing and math, as well as a full range of study resources, including writing manuals, sample problems, and study skills manuals. You can access the service from wherever you have a connection to the Internet. I encourage you to take advantage of this free service provided by the college.

Access Smarthinking through CougarTrack at [Students -> Academics -> Resources](#).

! Columbia College Policies and Procedures

The policies set forth in the [Policy Library](#) are the current official versions of College policies and supersede and replace any other existing or conflicting policies covering the same subject matter. For more information on policies applicable to students, see [Student Policies](#). For more information on policies applicable to the entire Columbia College community, see [College-Wide Policies](#).

Students are expected to read and abide by the College policies. Policies of particular interest to students include, but not limited to the following:

- Graduate Grading Policy
- Undergraduate Grading Policy
- Registration Policy and Procedures
- Withdrawal Policy
- Alcohol and Other Drugs Policy
- Family Educational Rights and Privacy Act (FERPA)

Additional Policies:

Academic Integrity and Plagiarism

Academic integrity is a cumulative process that begins with the first college learning opportunity. Students are responsible for knowing and abiding by the [Academic Integrity Policy and Procedures](#) and may not use ignorance of either as an excuse for academic misconduct. Additionally, all required papers may be submitted for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers may be included in the Turnitin.com reference database for the purpose of detecting plagiarism. This service is subject to the Terms and Conditions of Use posted on the Turnitin.com site.

Disability Resources

If you have a disability that requires an accommodation, please speak with the instructor and consult the [Student Accessibility Resources](#) office. Student Accessibility Resources staff will determine appropriate accommodations and will work with your instructor to make sure these are available to you. To find additional information, see our [ADA and Section 504 Policy for Students](#).

Notice of Non-Discrimination and Equal Opportunity:

The College has a process through which students, faculty, staff and community members who have experienced or witnessed incidents of discrimination, harassment, or retaliation on the basis of protected status, can report their experiences to a College official. For more information, see our [Non-Discrimination and Equal Opportunity Policy and Complaint Resolution Procedure](#).

Title IX and Sexual Misconduct

The College is committed to addressing the issues of discrimination, harassment and sexual misconduct in the educational and workplace landscape and will continue to modify policies, procedures and prevention efforts as needed. For more information, see the College's [Title IX and Sexual Misconduct Policy](#).

Course Policies and Procedures:

Attendance Policy

Columbia College students are expected to attend all classes and laboratory periods for which they are enrolled.

For classes with an online component, attendance for a week includes submitting any assigned online activity. Assigned activities are scheduled prior to the course commencing. Assigned activity due dates are subject to change based on actual course progression and will be adjusted as necessary. Attendance for the week is based upon the date work is submitted. A class week is defined as the period of time between Monday and Sunday (except for week 8, when the work and the course will end at 11:59

PM Central Time on Saturday.) The course and system deadlines are based on the Central Time Zone.

Students are directly responsible to instructors for class attendance and work missed during an absence for any cause. If absences jeopardize progress in a course, the College reserves the right to drop or withdraw students from classes. For additional information, see the Administrative Withdrawal for Non-Attendance heading in the [Withdrawal Policy](#).

CougarMail

All students are provided a CougarMail account when they enroll in classes at Columbia College. You are responsible for monitoring email from that account for important messages from the College and from your instructor.

Students should use email for private messages to the instructor and other students. The class discussions are for public messages so the class members can each see what others have to say about any given topic and respond.

Late Assignment Policy

All classes rely on participation and a commitment to your instructor and your classmates to regularly engage in the reading, discussion and writing assignments. You must keep up with the schedule of reading and writing to successfully complete the class.

No late assignments will be accepted without the prior approval of the instructor.

Acceptance of a late assignment is at the discretion of the instructor.

Make-up examinations may be authorized for students who miss regularly-scheduled examinations due to circumstances beyond their control. Make-up examinations must be administered as soon as possible after the regularly scheduled examination period and must be administered in a controlled environment.

Student Conduct

All Columbia College students, whether enrolled in a land-based or online course, are responsible for behaving in a manner consistent with Columbia College's [Student Conduct Code](#) and [Acceptable Computing Use Policy](#). Students violating these policies or any other College policy will be referred to the office of Student Affairs and/or the office of Academic Affairs for possible disciplinary action. The Student Code of Conduct, the [Student Behavioral Misconduct Policy and Procedures](#), and the Acceptable Computing Use Policy can be found in the Policy Library at ccis.edu/policies. The adjunct faculty member maintains the right to manage a positive learning environment all students must adhere to the conventions of online etiquette when enrolled in a course with an online component.