ANP130: Introduction to Anatomy and Physiology I  
Carroll University  
Summer 2017

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Office hours: Mondays, Wednesdays, & Fridays 11:00am-11:30am or By Appointment

Course Description:  
This is the first of two courses which present the unifying concepts of anatomy and physiology required for understanding the human body as a structural and functional unit. This course emphasizes the mechanisms that underlie the normal functions of cells, tissues, organs, and organ systems. This course includes the study of basic biochemistry, cell biology, histology, and the integumentary, skeletal, muscular, nervous and endocrine systems.

Prerequisites: None

Student Learning Objectives:  
After successful completion of this course, students should be able to:

1. Recognize and use anatomical nomenclature.  
2. Describe basic biochemical and cellular processes.  
3. Relate chemical and physical concepts with human biological function.  
4. Identify anatomical features of the integumentary, skeletal, muscular, nervous and endocrine systems.  
5. Explain the mechanisms underlying normal functions of tissues, organs, and organ systems and recognize the interconnectedness of all organ systems.  
6. Apply knowledge of anatomy and physiology to real-world experiences (body movements, senses, normal vs. disease state, etc).  
7. Value the importance of learning about the human body for human health.  
8. Develop study skills and habits (continuous practice, self-testing, etc.) that will be useful in future endeavors.

Required Course Materials:  
• Lab Manual: ANP130 Anatomy and Physiology Lab Manual Second Edition Updated, McGraw-Hill, 2015. ISBN: 9781259818868. (This is an edition of a lab manual customized for Carroll students. It can only be purchased at the Carroll bookstore. There is no need to buy a new lab manual if you already have the manual from ANP130 in Fall 2015 semester).

Optional Course Materials:  
• Connect Plus Access Card: for Anatomy & Physiology Saladin 7th edition (typically included with purchase of textbook; the access card obtained in Fall 2015 or Spring 2016 should still work). Connect will not be used for required course work but may be used as a study tool. Bookmark can be found on the MyCarrollU eLearning site for ANP130 lecture.
Grading:
Grading will be based on strict adherence to the following scale and will be based on performance on the following assessments of student learning: (Note: There are NO extra credit assignments in this course)

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Grade</th>
<th>Exams and Assessments</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>92-100 %</td>
<td>A</td>
<td>3 Lecture Exams (100 pts each)</td>
<td>300pt</td>
</tr>
<tr>
<td>89-91.9 %</td>
<td>A/B</td>
<td>1 Comprehensive Final Exam</td>
<td>200pt</td>
</tr>
<tr>
<td>82-88.9 %</td>
<td>B</td>
<td>6 Lecture Quizzes (20 pts each)</td>
<td>120pt</td>
</tr>
<tr>
<td>78-81.9 %</td>
<td>B/C</td>
<td>5 In-class Questions (3 pts each)</td>
<td>15pt</td>
</tr>
<tr>
<td>70-77.9 %</td>
<td>C</td>
<td>2 Lab Practicals (100 pts each)</td>
<td>200pt</td>
</tr>
<tr>
<td>60-69.9 %</td>
<td>D</td>
<td>4 Lab Quizzes (20 pts each)</td>
<td>80pt</td>
</tr>
<tr>
<td>Below 60 %</td>
<td>F</td>
<td>TOTAL</td>
<td>915pt</td>
</tr>
</tbody>
</table>

Lecture Quizzes and Exams
Exams and quizzes will be given as specified on the course schedule or as announced in class. The content of all exams and quizzes will be based on the specific learning objectives provided for each section of the course. The final exam will be comprehensive, covering all material presented in the course. No makeup quizzes and exams will be given unless the student makes prior arrangements with the instructor OR a written medical excuse is provided. The nature of makeup quizzes and exams will be at the discretion of the instructor.

In-class Questions
In-class questions will be handed out during the lecture period and will be completed in groups during that class period. All group members are expected to participate in completing the assignment. Lack of participation may result in failure on the assignment at the discretion of the instructor. If you are absent the day an in-class question is given, you will not be allowed to make-up the question unless you have made prior arrangements with your instructor or a written medical excuse is provided. In-class questions will be assessed based on accuracy and completeness.

Lab
*See the Summer 2017 ANP130 Lab Syllabus, distributed during your first lab period, for detailed information about Lab.

**How to Succeed in ANP130**
This is advice instructors in ANP130 often give students for how they can improve their performance. Not all of these things will work for every person, but some of them will work for you. For each college class you take, you will need to figure out a different way of studying and preparing for class.

1. Always attend class.
2. Take good notes. If you miss a class, you are responsible for obtaining them from fellow classmates.
3. Re-write and review your notes from each lecture, as soon as possible, after every class period. Use the learning objectives and a review of the pertinent pages in the textbook to make a concise study guide in your own words.
4. Don't rely on memorization; strive to understand the material (there is a profound difference!). It's much easier to remember something if you understand what it means and you can explain it to someone else.
5. **ASK QUESTIONS!!** If you don't understand something, ask questions before/during/after class or attend office hours. Believe it or not, the instructors are here to help and we are not trying to trick you!
6. Form a study group – help each other understand the material better by taking turns explaining important concepts and quizzing each other.
7. After you have studied the material and think you know it well, answer practice questions and complete the learning objectives without using your notes. Like anything (playing sports, playing a musical instrument, etc.), you must practice before a competition/performance/exam. Use the resources available to you to help you determine what you don’t know:

- Complete the practice problems in your textbook (a list is provided for you on every lecture guide).
- Answer questions in LearnSmart modules (even after you have successfully completed a module, you can continue to answer practice questions within the module).
- Make up your own questions and test each other.
- Take the online tests that come free with your textbook (http://www.mhhe.com/saladin7) or access them from your Connect Library under “Student Resources”.
- Always review any quizzes and in-class questions prior to exams.

**Don’t wait until the night before a quiz or exam to study.
There is far too much material in this course to cram in one night!**

Core Professional Behaviors
The following behavior is expected of ALL students in the course:

1. **Personal Responsibility**
   - Student attends all lecture and laboratory sessions, is punctual, and completes assignments and tasks on time.

2. **Honesty and Integrity**
   - Student is honest in word and action, is accurate in reporting all information, and maintains a positive learning environment.
   - Student follows the University policies regarding academic integrity (i.e., cheating, removal of an exam, passing exam information to peers, etc.)

3. **Respect**
   - Student gives full attention to lecturer, does not talk in class, and treats others with dignity.
   - Student refrains from the use of technology during class (cell phones, headphones, laptops, iPods, iPads, etc.)

4. **Teachability/Adaptability**
   - Student takes responsibility for own actions and understands consequences of inappropriate actions.
   - Student behavior is appropriate during times of high stress.

5. **Communication**
   - Student properly formats emails to instructors and with respect (i.e., appropriate salutation, complete sentences, proper grammar, signed with student name and section, etc.). **Your instructor reserves the right to not respond to emails that do not meet these criteria.**
   - Student refrains from spreading rumors regarding instructors and course assessments.
   - Student follows appropriate procedures for discussion of course issues and concerns:
     ➢ 1st → Student contacts his/her lecture or laboratory instructor.
     ➢ 2nd → Student communicates concerns to the course coordinator (Dr. Hanson)
   (Should the need arise, the coordinator will direct the student to the Department Chair)

6. **Relationship with Peers**
   - Student participates in class and small group discussions.
• Student demonstrates ability to function within a group (i.e. student respects the opinions of others and can work collaboratively to solve problems).

Consequences if a student does not meet the above expectations:
*At the discretion of the Instructor:
  o Removal from class (e.g. use of an electronic device in class)
  o A deduction in course points
  o Full letter grade deduction for multiple offenses

Statement on Academic Integrity:
The Carroll University Academic Integrity Policy is located in your student handbook. A copy of the handbook can be found on the Student Affairs page of the Carroll University web portal. Please familiarize yourself with it. If a student is found in violation of the Carroll University Academic Integrity Policy, the instructor reserves the right to fail the student on the assignment/exam or even fail the student in the course. Some examples of violations include:
  a) Looking at another student’s quiz or exam for the answers;
  b) Using a “cheat sheet” that contains information during a quiz or exam;
  c) Failure to return or removal of an exam from the classroom;
  d) Copying answers to questions directly from lecture notes/textbook/another student;
  e) Discussing the content of a quiz or exam with a student who has not yet taken the quiz or exam.

Accommodations for Disabilities:
Students with documented disabilities who may need accommodations or any student considering obtaining documentation should contact the Walter Young Center and make an appointment with Ms. Martha Bledsoe, Director of Services for Students with Disabilities, no later than the first week of class. Ms. Bledsoe can be reached by calling (262) 524-7335 or via e-mail at mbledsoe@carrollu.edu. The instructor will make the appropriate accommodations once notification has been received.

Calculating Your Grade
Current Grade
Your lab and lecture grades will be posted and available to you throughout the semester on your MyCourses lecture and lab section sites. Because your final grade is dependent upon the combination of points earned in lab and lecture, you will need to sum your point total from lecture and lab to determine your current grade:

\[
\text{Current Grade} = \left( \frac{\text{Points earned in lecture + lab}}{\text{Current possible points lecture + lab}} \right) \times 100
\]

What Do You Need to Achieve Your Desired Grade

1. First calculate point goal: Grade desired (%) \(\times\) total class points
   \textbf{Example:} If you need a 78%: 0.78 \(\times\) 915 = 714 pts required for a B/C at the end of the course

2. How many more points do you need: (Points required for desired grade – total points earned so far)
   \textbf{Example:} If you have 200 pts, you would need 514 more points to make a B/C (i.e. 714 pts – 200 pts)

3. Calculate the remaining available points:
   915 total points - (Current possible points lecture + lab) = Available points remaining

4. Points needed \(\div\) available points remaining
   \textbf{Example:} If there are 550 pts left: 514 pts \(\div\) 550 pts = 0.93
   In this example, an average of 93% would be required for all remaining grades to achieve a B/C.
   When deciding whether or not to stay in the course, be honest with yourself! If you have been earning D’s and F’s, it is not likely you will get A’s on everything else through the end of the semester. Discuss your situation with your instructor and your advisor.
Tentative Course Schedule:

<table>
<thead>
<tr>
<th>WEEK</th>
<th>DATE</th>
<th>LECTURE</th>
<th>READING</th>
<th>LAB</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>5/12</td>
<td>Syllabus Introduction Body Organization</td>
<td>Chapter 1 Atlas A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5/15</td>
<td>Chemistry Biochemistry Cell Biology</td>
<td>Chapter 2 &amp; Chapter 4 (pp. 115-120) Chapter 3</td>
<td></td>
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<tr>
<td></td>
<td>5/17</td>
<td>Quiz 1 Cell Biology Cell Division</td>
<td>Chapter 3 Chapter 4 &amp; Chapter 27 (pp. 1050-1052)</td>
<td>Labs 1 and 2</td>
</tr>
<tr>
<td></td>
<td>5/19</td>
<td>Heredity Histology</td>
<td>Chapter 4 Chapter 5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5/22</td>
<td>Histology Integumentary System</td>
<td>Chapter 5 Chapter 6</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>5/24</td>
<td>Quiz 2 Skeleton</td>
<td>Chapter 8</td>
<td>Lab 3</td>
</tr>
<tr>
<td></td>
<td>5/26</td>
<td>EXAM 1 Bone</td>
<td>Introduction Integument</td>
<td>Chapter 7</td>
</tr>
<tr>
<td>3</td>
<td>5/29</td>
<td>MEMORIAL DAY NO CLASS</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>5/31</td>
<td>Joints</td>
<td>Chapter 9</td>
<td>Lab 4</td>
</tr>
<tr>
<td></td>
<td>6/2</td>
<td>Quiz 3 Muscles</td>
<td>Chapter 10</td>
<td></td>
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<td></td>
<td>6/5</td>
<td>Muscle Physiology</td>
<td>Chapter 11</td>
<td></td>
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<tr>
<td>4</td>
<td>6/7</td>
<td>Muscle Physiology Cell &amp; Muscle Metabolism</td>
<td>Chapter 11 Chapter 11 and pp.1006-1015</td>
<td>Lab Practical 1 Lab 5</td>
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<tr>
<td></td>
<td>6/9</td>
<td>Quiz 4 Nervous Physiology</td>
<td>Chapter 12</td>
<td></td>
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<tr>
<td>5</td>
<td>6/12</td>
<td>EXAM 2 Nervous Physiology</td>
<td>Skeleton Cell &amp; Muscle Metabolism</td>
<td>Labs 5 and 6</td>
</tr>
<tr>
<td></td>
<td>6/14</td>
<td>Brain Cranial Nerves</td>
<td>Chapter 14</td>
<td></td>
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<td></td>
<td>6/16</td>
<td>Spinal Cord Spinal Nerves</td>
<td>Chapter 13</td>
<td></td>
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<tr>
<td>6</td>
<td>6/19</td>
<td>Quiz 5 ANS</td>
<td>Chapter 15 Chapter 16</td>
<td>Labs 7 and 8</td>
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<tr>
<td></td>
<td>6/21</td>
<td>Sensory Physiology (General)</td>
<td>Chapter 16</td>
<td></td>
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<tr>
<td></td>
<td>6/23</td>
<td>Sensory Physiology (Special)</td>
<td>Chapter 16</td>
<td></td>
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<tr>
<td>7</td>
<td>6/26</td>
<td>Quiz 6 Endocrine</td>
<td>Chapter 17</td>
<td>Lab Practical 2 Lab 9</td>
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<tr>
<td></td>
<td>6/28</td>
<td>Endocrine</td>
<td>Chapter 17</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6/30</td>
<td>EXAM 3 Nervous Physiology Endocrine</td>
<td>Introduction Endocrine</td>
<td></td>
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</tbody>
</table>

The instructor and Carroll University reserve the right to modify, amend, or change the syllabus (course requirements, grading policy, schedule, etc.) as student progress, the curriculum and/or the program require(s).