

# Anatomy & Physiology

## Macomb County Community College

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### **Instructor's Information:**

Cliff Belleau / Adjunct Instructor

Biology Department / Division of Arts and Sciences

Office Hours / Room CR 266 / Tuesday - Thursday - By Appointment

How to Contact: [belleauc@macomb.edu](mailto:belleauc@macomb.edu)

### **Anatomy & Physiology: (two sections)**

#### **BIOL - 2710 (C1627)**

Human Physiological and Anatomy /// 08/20/2018 - 12/12/2018

Lecture - Monday & Wednesday /// 2:00 PM to 3:55 PM Room J104

Lab - Friday - 2:00 PM to 4:55 PM Room J105

#### **BIOL - 2710 (C1625)**

Human Physiological and Anatomy /// 08/20/2018 - 12/12/2018

Lecture - Tuesday & Thursday /// 6:30 PM to 8:25 PM Room J101

Lab - Tuesday & Thursday - 8:30 PM to 9:55 PM Room J105

### **Required Text for Lecture Session:**

Principles of Anatomy & Physiology By Tortora and Derrickson // Published by Wiley 14th Edition

### **Required Manuals for Laboratory Session:**

Human Physiological Anatomy Laboratory Manual / 2nd Edition by Wanda F. Ragland

### **Recommended Web Resources:**

**[www.mc3cb.com](http://www.mc3cb.com)** This is where you can find all the class resources you will need: the MC3 Science Department's Learning Objectives, my power-point lecture slides, chapter study guides, videos, articles of interest, and much more. This syllabus and the lecture schedule as well as all the other handouts for this class will also be posted on the Web site (see "Orientation" link).

My Web site is designed "cafeteria style". This means you can pick and choose what you want to use. Some of the posted information is required or highly recommended for all students, however. Most of the information on the site is optional. This information exceeds the course learning objectives and will not be included on the exams. If you are a "curious advanced learners" and want to gain knowledge beyond the learning objectives of this class then you may want to use these additional resources.

### **Course Description:**

Anatomy and Physiology (BIO-2710) is designed to study the relationship between the form (i.e. anatomy) and the function (i.e. physiology) of the human body. We will explore the homeostatic mechanisms that regulate the human body with an emphasis on "organ systems". The course content is taught in a laboratory and lecture session, however. The unity of form and function is fundamental to the study of the human body. Therefore the separation between structure and function is merely arbitrary.

**Attendance:**

Learning is best when it is a collaborative experience. Therefore, everyone is encouraged to come to class and contribute to the discussion. It is your responsibility to find out what you missed from a classmate if you miss a class (i.e. exchange phone numbers and/or email addresses with a classmate). If you are receiving a particular grant or financial aid package, then your stipend may require mandatory attendance. I am required to take attendance.

**Grading Policy:**

You will receive a single grade determined by an average of eight exams (four anatomy lab exams and four physiology exams). Each exam has a 100 point value for a total of 800 points. Your test score will be translated into a percent value. The biology department grading scale is posted below. In addition to the 800 exam points, instructors are allowed to offer students “bonus points”. You can earn bonus points by taking a vocabulary quiz using the MC3 Science Department’s required terminology.

| Points                 | Percent   | Grade |
|------------------------|-----------|-------|
| 400 Lab Pts            | 93%-100%  | A     |
|                        | 90%-92%   | A-    |
| 400 Lecture Pts        | 87%-89%   | B+    |
|                        | 83%-86%   | B     |
| Bonus Pts              | 80%-82%   | B-    |
| Word Bank Quizzes      | 77%-79%   | C+    |
| See Lecture Objective  | 73%-76%   | C     |
| Vocabulary Terminology | 70%-72%   | C-    |
|                        | 67%-69%   | D+    |
|                        | 63%-66%   | D     |
|                        | 60%-62%   | D-    |
|                        | Below 60% | E     |

- \* Students who never attend class will receive an “NS” grade.
- \* Students who withdraw from the class before the official withdrawal deadline, will receive a “W”.
- \* Students are responsible for checking with the registrar office to meet requirements and deadlines.
- \* Failure to formally withdraw from the class will result in an “E”.
- \* All lecture and lab exams will require a Scantron.
- \* If a class is canceled for example because of a “snow day” and an exam was scheduled on this day, then you can assume on the next scheduled session, you will have the exam.

**Important Dates: S2017**

See “Lecture Schedule” For Holidays & Exam Dates

## **Exam Make-Up Policy:**

If a student has a “provable and extreme situation” that prevents the student from taking the lecture exam on the scheduled date, then the student may be able to make special arrangements with the instructor to take the lecture exam **before the scheduled date (not after the scheduled date)**.

Lab exams are *only offered on the scheduled exam day*. If you can not make your “schedule exam day and time” then you may be able to take your lab exam with a different lab session, *however. This is not always an option*. No lab exam will be offered on a day other than those days scheduled by the Science Department. If an exam is missed without prior notification, the student will receive zero points for the exam. Sorry, no exceptions!

## **About Classroom Conduct:**

- \* Cell phones should not be brought into lecture room. If you do have a cell phone then at all times the phone must be turned off and “not out”.
- \* Lap top computers are not permitted in lecture room.
- \* No MP3 style recorders are allowed in lecture room.
- \* At all time, you must respect your classmates, faculty, and staff at MC3.
- \* Do not damage school property including the laboratory models, charts and equipment.
- \* Come to class on time. If you arrive late then enter the class without disrupting the class in session.
- \* We will take a 5 minute break after 60 minutes of lecture.
- \* If you can not stay awake during the class, you will be asked to leave.
- \* Students are encouraged to ask questions.
- \* If you become a distraction to the other students who want to learn, then you will be asked to leave.
- \* Disciplinary problems (e.g. cheating, class disruption, etc.) will be grounds for immediate dismissal from the class.
- \* Using a cell phone during an exam will be considered a cheating offense and it will result in an “E”.

## **About My Class and Method of Instruction:**

I am passionate about teaching Anatomy and Physiology! It is a fascinating subject. The human body is the most complex organism in the universe. It has been said that the Space Shuttle was the most complex engineered machine ever built. But a single cell from the tip of your finger is infinitely more complex than the Space Shuttle. So we should consider it a challenge and privilege to be able to study the human body!

I will be your “tour guide” as we explore the amazing function and structure of the human body. And here is the best thing about this tour. You will be learning about yourself! You will have the opportunity to learn the function of organs, what are memories, how we move, how molecules dictate our behavior, and much more! So what could be more interesting and exciting?

In my physiology lectures, I’ll use Power-point Slides and demonstrations. I encourage questions. My lectures are “mapped directly to your lecture objectives”. Since all my lectures are posted on the Internet, you don’t need to take copious notes during my lectures. However, you will need to take notes on comments not included in the powerpoint slides.

I believe in order to have a successful lecture, it requires that both the professor and students to be prepared. Students need to complete the reading assignments and review the lecture slides at home before coming to class. During the lecture, students need to be alert, focused, and ask questions if they do not understand the topic. This is “hard work”.

Some students may find it helpful to print the lecture Power-point slides so they can write additional notes on the slide plates during the lecture (i.e. select the “4 slides per page” option). My goal for the lecture period is to create an environment in the classroom where students can listen, think and if necessary write down a few additional comments not covered in the power point slides

On my Web site ([www.mc3cb.com](http://www.mc3cb.com)), you may find my lecture material and other required resources posted. Optional study material not required is posted below. All of these resources are designed to support the lecture topics. Some chapters have MP4 Chapter Review Audio Files. These are 15 minute audios that review key concepts related to the chapter’s subject. I will have more to say about this during our “first day orientation”.

The Anatomy Lab is designed for self directed study which you can use to identify the Lab Learning Objectives. You will need to use this time to memorize and identify a series of structures. These objectives must be identified using models, charts, or dissection specimen provided for you in the lab. In lab I am the facilitator. This means I am in lab to answer your questions. You must measure your progress so you learn all the lab objectives before the lab exams. In lab you will need to work with other students to achieve these goals. It is highly recommended that you also work with other students to master the lecture learning objectives! Remember, if you can not find a structure, then you need to ask for help!

**Your success is a direct function of how well you prepare for the individual lectures and labs.**

*Remember, failure is not an index of your intelligence but simply a failure to prepare for success.*

Therefore, you need to read the book before we cover the topics in lecture. You will also need to review the lab objectives that you want to identify in lab before the lab. We will not cover all the topics in the book, however. I encourage you to read the book and use the book as a reference tool. If you are unable to read the chapter then read only those topics which we cover in lecture. At the end of each chapter, there is also a summary of the topics covered in chapter.

If you prepare for each lecture and lab session (i.e. read the text book assignments, write out the answers to the Lecture Objectives, review lab objectives you want to identify in lab, and watch the instructional videos), then you will be successful in my class. You should earn an “A” in my class. At the end of the class, you should understand the function and structure of the human body and be ready to enter an Allied Health Program. If you don’t prepare for lab and lecture, then you are unlikely to pass my class or earn the grade you need.

I welcome everyone to my AP class and I wish you good luck! Remember this; **“The harder I worked, the luckier I got”**. (*Henry Ford, the founder of the Ford Motor Car Company*)

Please Note: The book publisher also provides a suite of digital learning resources for Macomb Community College BIOLOGY 2710. Many of these resources have already been incorporated into my Web site. You are welcomed to use the publisher's resources but this is not required for my course. The attached page provides instructions on how to log onto WileyPLUS (see class handout).