

*The Indiana Academy for Science, Mathematics, and Humanities*  
**Human Anatomy and Physiology 1 SCI04305**  
**Fall Semester 2022**

**Instructor:** Donald Winslow, Ph.D.                      [donald.winslow@bsu.edu](mailto:donald.winslow@bsu.edu)  
Office: Elliott Hall B027                                      phone: 765-285-7462

**Office hours:** Monday 2:30-5 PM  
Tuesday 1-1:30 PM  
Wednesday 2:30-5 PM  
Thursday 1-3 PM on Zoom (Email me, and I'll send you a link.)  
Friday 2:30-5 PM

**Class:** MWF 1-2 PM in BU211; Lab Tues. 4-6 PM

**Course description:** (from the Course Catalog, <https://academy.bsu.edu/catalog/>)

**Prerequisite: Fall:** One year biology

**Spring:** Successful completion of first semester Biology II: Human Anatomy and Physiology or permission of Science Division Chair.

**Co-requisite:** Biology II: Human Anatomy and Physiology Lab (SCI4305L/4306L)

**Credit:** 1.5 credits per semester

**Offered:** Fall/Spring Sequence

Using an integrated text, this course covers material in six parts, which include: levels of organization, support and movement, control and regulation, fluids and transport, environmental exchange, and the continuity of life. Clinical topics that relate to personal and family health concerns are interwoven with a consideration of the relationship of structure to function. The concepts of anatomical and physiological processes are explored so that not only those seeking careers in the health sciences may benefit from the course, but also those interested in the mechanics of the human body are challenged.

**Course objectives:** Students successfully completing this course will be able to identify and name many structures in the human body and to explain their functions.

**Textbooks:**

Marieb, Elaine N.; and Katja Hoehn. 2013. *Human Anatomy & Physiology*, 9<sup>th</sup> ed. Pearson: USA.

Kapit, Wynn; and Lawrence M. Elson. *The Anatomy Coloring Book*, 4<sup>th</sup> ed. Pearson: San Francisco.

**Attendance:**

Please arrive on time to class. The instructor is required to take attendance so that all students are accounted for. If you arrive late to class, someone might start checking to see where you may be. If you are late, you may need to remind the instructor to change the absence to tardy. This will disrupt our workflow and possibly the workflow of others, so please try to avoid it.

If you miss lecture for any reason, you are responsible for getting any notes, announcements, reading material, or assignments from the instructor or a classmate. If you miss a lab, it may be difficult to arrange for you to make it up. Participation in lab is essential for your own success and for that of any student working with you. If an unavoidable emergency or illness prevents you from attending class or completing an assignment on time, please inform the instructor as soon as possible (preferably beforehand).

The Academy and not the instructor determines whether an absence is excused or unexcused. If an absence is excused, the instructor will make every reasonable effort to ensure you have the opportunity to make up any assignments (see assignment table below for categories of graded assignments)

associated with the absence. If the absence is unexcused, the instructor may accept late work as time allows, but a penalty of 10% per day late will be assessed. No direct grade penalty is assessed for an absence, but missing class is likely to make it very difficult for you to be successful in the course.

**Late assignments:**

If you are late submitting an assignment because you missed class, see the section above on attendance. If you are late submitting an assignment for a reason unrelated to missing class, the instructor may grade the assignment as time allows, but 10% will be deducted from the grade for each day it is late (unless resulting from an event associated with an absence excused by the Academy).

**Grades**

Assignment type	Number	Points	Total
Quizzes	10	10	100
Coloring book assignments	12	10	120
Lab reports	8	20	160
Lab notebook	1	100	100
Exams	4	100	400
Final lab practical	1	50	50
Final comprehensive exam	1	50	50
Participation & conduct	1	20	20
Total			1000

**Grading Scale:**

100 – 93% = <b>A</b>	< 90 – 87% = <b>B+</b>	< 80 – 77% = <b>C+</b>	< 70% = <b>D*</b>
< 93 – 90% = <b>A-</b>	< 87 – 83% = <b>B</b>	< 77 – 70% = <b>C</b>	
	< 83 – 80% = <b>B-</b>		

Grades will be posted on Canvas and Powerschool. If I am late posting grades, you can easily calculate your standing in the course by adding all the points you have earned from all assignments. There are 1000 points available in the course, so each point is worth 0.1%.

**Academic Conduct**

It is important to prepare for each class meeting by completing the reading and any assignments that are due. Assignments should be submitted on Canvas or in class, depending on the assignment. Although some activities such as labs may be completed in pairs or groups of students, each student is individually responsible for submitting assignments with original writing (not copied from your lab mate). You are encouraged to discuss answers to lab activities with other class members, but the wording should not be the same. Do not share word processing files with each other, but make sure each student has access to the raw data for analysis.

You are expected to conduct yourself according to the Indiana Academy Student Handbook (<https://academy.bsu.edu/handbook/>), especially the Code of Conduct and the section on Academic Integrity. On writing assignments, please be sure to use your own wording and cite all sources of information, whether from the Internet or otherwise. If you are not sure how to cite something, ask the instructor. Note that language copied verbatim from a book, website, another student's paper, or any other source is considered plagiarism unless it is in quotation marks and cited. Plagiarism is a form of academic dishonesty. Please do not plagiarize or cheat in any other way. An infraction may result in a 0 for the assignment. Also, the instructor is required to report any ethics violations to the Academic Integrity Board or (the Director of Academic Affairs and your parents).

### **Course evaluations:**

At the end of the semester, each student will have the opportunity to evaluate the course, instructor, and materials. The instructor will not see the results of the evaluations until after grades have been submitted. Your frank and constructive responses will help improve the course for future semesters.

### **Special Circumstances:**

If you need accommodations because of a disability, have emergency medical information to share with me, or need special arrangements in case the building needs to be evacuated, please make an appointment with me as soon as possible.

If you are struggling with study habits, stress, and/or personal issues, I encourage you to discuss this with your SLC and/or contact the Guidance Office for help in dealing with these issues so that you can thrive at the Academy. Many resources are available for students, and important contact information is listed below:

For Academic assistance: Rebecca Hammons ([rebecca.hammons@bsu.edu](mailto:rebecca.hammons@bsu.edu))  
phone: 765-285-8108 office: WA 160-B

For Tutoring: [iaguidance@bsu.edu](mailto:iaguidance@bsu.edu)  
phone: 765-285-2889 office: WA 160-D

Mental Health: Dr. Mindy Wallpe ([mcwallpe@bsu.edu](mailto:mcwallpe@bsu.edu))  
phone: 765-285-5483 office: WA 160-C

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Ball State University aspires to be a university that attracts and retains a diverse faculty, staff and student body. We are committed to ensuring that all members of the community are welcome through valuing the various experiences and worldviews represented at Ball State and among those we serve. We promote a culture of respect and civil discourse as expressed in our Beneficence Pledge. For Bias Incident Response information, please click here or e-mail [reportbias@bsu.edu](mailto:reportbias@bsu.edu).