

Biology 151: Human Anatomy and Physiology

Chaminade University of Honolulu

Fall Evening 2012

Section #151-30, 151L-30

10/2/12 - 12/8/12

Instructor: Dr. Allan S. Tsutsui, D.C.

Email: atsutsuidc@yahoo.com

Cell: (808)542-0643 (leave a message)

Office Hours: By appointment

Lecture class meeting and time: Tuesday evenings 1730 - 2135, Tripler AMC, Education Bldg.

Laboratory class meeting and time: Saturdays 1230 - 1640, Chaminade Main Campus, HL4

Required Text: Tortora, Human Anatomy & Physiology **DO NOT BUY GREEN LAB BOOK NOW**

Highly recommended: Anatomy Coloring Book

Course Description: A comprehensive first semester of human anatomy and physiology course for health/medical science programs. Biology 152 provides the second semester and concludes the required knowledge for the 100-level course.

Learning objective: Upon completion of this course, the student should be equipped with a comprehensive understanding of the general principles of human anatomy and physiology. The student should have both a conceptual and applicable knowledge of the connections that exist between the structure and function of the human body.

Academic honesty: Dishonest behavior will not be accepted under any circumstances. Cheating results in an automatic failing grade.

Withdrawal policy: Please consult your program coordinators for assistance regarding withdrawal from this course.

Lecture assignments and examination schedule (subject to change):

<u>WK</u>	<u>DATE</u>	<u>CHAPTERS</u>	<u>TOPIC</u>	<u>NOTES & ASSIGNMENTS</u>
1	10/2/12	1,2	Intro, chem level of organiz.	
2	10/9/12	3,4	cellular, tissue levels	Quiz 1 (Q1)
3	10/16/12	5,6	integument, bone tissue	Q2
4	10/23/12	7,8	axial, append. skeletons	Q3, Review for midterm
5	10/30/12	9	joints	Midterm Exam (Ch. 1 – 8), lecture
6	11/6/12	10, 11	muscular tissue & system	Q4
7	11/13/12	12, 13	nerve tissue, sp. cord & Nn	Q5, TP topic due
8	11/20/12	14, 15	brain & cranial nn., ANS	Q6
9	11/27/12	Review		Q7
10	12/4/12		Final Exam; Comprehensive with emphasis on Ch. 9 -15	

Lecture quizzes will be given at the beginning of the lecture period covering the previous week's lecture.

It would be of enormous benefit to students to become familiar with the bold print in the chapters BEFORE the lecture. For example, the student should read chapters 5&6 before the 10/16 lecture.

Class participation is required. There is a possibility of earning up to 30 points for asking thought-provoking questions and volunteering answers during lecture. You are also required to return all of your quizzes on the last day of class, and your participation grade will depend on the returning of the quizzes.

Biology 151: Human Anatomy and Physiology

Chaminade University of Honolulu

Fall Evening 2012

Section #151-30, 151L-30

10/2/12 - 12/8/12

Extra Credit Term Paper (30 points): If you are in danger of receiving a “D” or “F”, you may submit a term paper. Topics must be submitted by the seventh week of lecture.

Lecture points:

<u>Category</u>	<u>Number</u>	<u>Points possible for each</u>	<u>Total points possible</u>
Quizzes	7	25	175
Midterm Exam	1	150	150
Final Exam	1	250	250
Participation	1	30	30

TOTAL LECTURE POINTS POSSIBLE:

605

At the instructor’s discretion, the lowest lecture quiz grade MAY be dropped, which would affect the total points possible.

Lecture and Laboratory grades will be distributed on a straight percentage basis as follows: 100%-90%=A, 89%-80%=B, 79%-70%=C, 69%-60%=D, below 60% will receive a failing grade.

Each student should monitor their grade on a weekly basis, and come to the instructor if they are having trouble earning a passing grade.

Even though the lecture and laboratory are connected with regard to content, the lecture grade is independent and separate from the laboratory grade.

Laboratory assignments and examination schedule (subject to change):

<u>WK</u>	<u>DATE</u>	<u>TOPICS</u>	<u>NOTES</u>
1	10/6/12	lab and safety guidelines, quadrant/regions	
2	10/13/12	cell models, mitosis models, tissue slides	Quiz 1, LWU 1 due
3	10/20/12	skin model, bone slides/drawings	Q2, LWU 2 due
4	10/27/12	axial & appendicular skeleton, review for M/T	Q3, LWU 3 due
5	11/3/12	joints	Lab midterm LWU 4
6	11/10/12	muscle tissue slides, muscle locating, muscle actions	Q4, LWU 5
7	11/17/12	nerve tissue slides, spinal cord and nerves	Q5, LWU 6 due
8	11/25/12	brain models	Q6, LWU 7 due
9	12/1/12	review	Q7, LWU 8 due
10	12/8/12	lab final exam	NB due

Lab quizzes will be given at the beginning of the lab period, covering material from the previous week’s lab session.

Laboratory Midterm Exam is a practical exam covering material from the beginning of the course up through the axial skeleton.

Laboratory Final Exam is also a practical exam emphasizing material from the midterm (bones) through the last laboratory session, but not excluding important material from the midterm exam.

Laboratory Notebook: You will need a thin 3-ring binder that will hold all of your laboratory notes, assignments, and write ups. They will be collected before the midterm exam and final exam and returned after each exam.

Laboratory write ups (LWU): You will need to submit a 1-page, brief write up at the beginning of the next lab session about the previous lab session. **Label the LWU with your name, LWU#, date of lab session, and topic.**

Biology 151: Human Anatomy and Physiology

Chaminade University of Honolulu

Fall Evening 2012

Section #151-30, 151L-30

10/2/12 - 12/8/12

Laboratory points:

<u>Category</u>	<u>Number</u>	<u>Points possible for each</u>	<u>Total points possible</u>
Lab quizzes	7	25	175
Lab midterm	1	150	150
Lab final	1	250	250
Lab Notebook	1	50	50
Lab write ups	8	25	200
TOTAL LABORATORY POINTS POSSIBLE:			825

At the instructor's discretion, the lowest lab quiz grade MAY be dropped, which could affect the total points possible.

GENERAL NOTICES FOR BOTH LECTURE AND LAB

1. Full attendance is expected from every student; present or not, each individual student is responsible for the material presented in class as well as the material in the chapters of the textbook.
2. I am required to report to the Office of the Associate Provost and the Registrar when a student is absent from two lecture or lab sessions. Absences are considered unexcused. Tardies may be considered unexcused absences, depending on how late the student reports to class. Excused absences will be considered after a discussion with the instructor has taken place. It would be to your benefit to inform me before class that you will be absent. It is the sole discretion of the instructor whether or not to drop a student from the class after a combination of three (3) lecture or laboratory absences (excused or unexcused).
3. There will not be lecture information provided to students if they miss class. If a student misses too many lectures, their participation grade will be affected.
4. Do not count on any handout information from the instructor. Take good notes: I don't mind repeating important information so you can get it down in your notes. Don't be afraid to ask for clarification on topics that are unclear to you. The only stupid question is the one that doesn't get asked, especially when there might be more than one student thinking the same question.
5. Radios, MP3 players, iPods, tape players, televisions, and earphones/headphones/Bluetooths are not allowed to be used in class. Cell phones and pagers must be switched to "vibrate only" mode while in the classroom or laboratory except under special circumstances that were discussed beforehand with the instructor. Answering your phone in class is prohibited and is grounds for exclusion from that class session with an unexcused absence, except for previously discussed special circumstances.
6. Calculators, dictionaries, and talking are prohibited during quizzes and examinations.
7. No pets are allowed in class. Exceptions will be made for seeing-eye dogs.
8. **Close-toed shoes and lab coats are required in the laboratory.** Any student wearing slippers or flip-flops or who does not have their lab coat will be excluded from that laboratory session and counted as absent..
9. Consult your *Student Handbook* for all other policies and student responsibilities. You are expected to have read your *Handbook*, so "I didn't know that" will not be a valid excuse.
10. Smoking is prohibited in either lecture or laboratory.
11. You are not entitled to make up any work, but I will consider the possibility after discussion.

Biology 151: Human Anatomy and Physiology

Chaminade University of Honolulu

Fall Evening 2012

Section #151-30, 151L-30

10/2/12 - 12/8/12

LABORATORY WARNING AND DISCLOSURE

Dissection material used in this lab may have been fixed with an aqueous solution of formaldehyde, which is an irritant of the eyes, upper respiratory tract, and skin, is tumorigenic in rats, and is a Group B1 carcinogen. Formalin is toxic. Drinking formaldehyde is fatal. Therefore, during any dissection lab:

1. Gloves should be worn to protect the skin.
2. Glasses should be worn to protect the eyes.
3. Spills and splashes should be immediately and thoroughly wiped up and rinsed off with water.
4. The specimen should be frequently rinsed with water. Rinsing also reduces desiccation of the specimen.
5. Available fans should be set on "high" speed, and all windows and door kept open for ventilation.
6. Any student with chronic, defined respiratory problems should report to the instructor.

GENERIC LABORATORY RULES

1. Generally, each student is expected to act in a mature and responsible manner in the laboratory.
2. Laboratory equipment is to be treated with care; please report any malfunction or breakage of the equipment or supplies.
3. Keep your work area clean. All spills and debris are to be removed before leaving the laboratory.
4. Preservative fluids can stain and disodor your clothes. An old shirt or apron is recommended, even though you are required to wear a lab coat.

SAFETY RULES

1. Know the location of the first aid kit and report any injury or chemical reaction IMMEDIATELY to the instructor.
2. Dissection instruments are to be used with care and control; do not endanger yourself or your lab partner with inattention or horseplay.
3. All incisions and cuts are to be made AWAY from you and your lab partner's body or appendages. Whenever possible, cut downward into the pad liner on the bottom of the dissecting tray or pan.
4. Do not eat or drink anything in the laboratory, and smoking is prohibited. If you go outside to eat/drink/smoke, be aware of contact contamination.
5. Wear gloves when handling any specimen. Wash immediately if preservatives come in contact with your skin.

Biology 151: Human Anatomy and Physiology

Chaminade University of Honolulu

Fall Evening 2012

Section #151-30, 151L-30

10/2/12 - 12/8/12

TERM PAPER

Requirements:

1. Topic: Pick a topic that interests you. The topic must be relevant to the material covered in BI 151. The instructor must approve your topic. Browse through science magazines and/or scientific web sites to get ideas. Two good sites are: <http://ncbi.nlm.nih.gov> and <http://cdc.org>

2. Report: The paper should have the following sections:

- a. Introduction
- b. Summary
- c. How this topic is relevant to human anatomy and physiology.
- d. Why you chose this topic.
- e. Sources/bibliography list (journals/magazines/books, etc.). Web sites must be approved by the instructor.

3. Writing criteria: Double-spaced, spelling and grammar-checked, and typed in either 10 or 12 point font. The body of the paper should be a total of 5 or 6 pages, NOT including the cover page or bibliography/references.

4. Due date: 4 December 2012

LAB NOTEBOOK

All of the work you do in lab must be in your lab notebook that you will turn in for a grade on the day you walk in to take your lab final exam. Below is a list of what needs to be in the notebook you submit and what I DON'T want in it if you want to earn full credit.

YES

1. Drawings or photographs of slides and/or models used
ALL DRAWINGS/PHOTOS MUST BE LABELED WITH:
 - what it is
 - important structures covered in the lecture notes
2. Copies out of anatomy coloring book handed out by the instructor:
 - pertinent structures labeled and colored in with different colors in order to differentiate between structures

NO

1. graded papers
2. lecture notes

Biology 151: Human Anatomy and Physiology
Chaminade University of Honolulu
Fall Evening 2012
Section #151-30, 151L-30
10/2/12 - 12/8/12

LABORATORY WRITE-UP (LWU) GUIDELINES

You are responsible for submitting a written report for each lab session. They are due at the beginning of the next day of lab. Late submissions will be subject to a 3 point penalty or a 5 point penalty if submitted AFTER the subsequent lab session. For example, if the lab session is on 10/20, the LWU is due on 10/27. If it is not submitted by 10/27, there can be a 3 point deduction, and if it is not submitted by 11/3 there will be a 5 point deduction, and more will be deducted as subsequent weeks pass. The report need only be one page long (12 or 13 point font) and should contain the following to be eligible for maximum credit:

1. Topic(s) of the day.

There might be more than one topic per lab session.

2. A list of materials or models used.

Slides, plastic models, display boards, projections, etc. (Be specific)

3. A list of important structures to remember.

Sometimes the instructor will tell you, sometimes not...

4. A brief paragraph on what you think the main objective of the lab was a why.

Remember, there might be more than one topic...don't forget to address "why".

5. A brief paragraph on the most interesting concept you learned from the session.

Each topic (if more than one topic for that particular lab session). **One- or two-sentence paragraphs are not satisfactory.**

Each write-up MUST contain the following information:

1. Your name
2. Date of the **lab session**, NOT the date you wrote the paper or when it is due.
3. Date you are submitting the LWU.
4. LWU #
5. Lab topic for the day

NOTE: If you cannot submit your LWU on the due date, you can email it to me **by the end of the day it is due** and still receive full credit. However, you will not receive any credit unless you submit a hard copy to me later. You **must** email it to me in pdf format so I can open it. There is a free pdf converter available online.

Biology 151: Human Anatomy and Physiology
Chaminade University of Honolulu
Fall Evening 2012
Section #151-30, 151L-30
10/2/12 - 12/8/12

LABORATORY
ASSUMPTION OF RISK AND RELEASE OF LIABILITY

I have read and completely understand the written safety and other general laboratory rules and precautions that are a part of the requirements for my participation in the laboratory, as well as those explained to me by the instructor, and I agree to strictly abide by them.

I, _____ do for myself, my heirs, executors
(Print your name)
and administrators, hereby accept full responsibility for and indemnify, release, and discharge Chaminade University of Honolulu, its officers, agents, and employees from any and all claims of actions for property damage, and/or personal injury which may result from my failure to abide by the Laboratory Safety Rules and Precautions, or from any inherent risks in said laboratory.

Signature of Student

Date