



**Chaminade**  
**University**  
OF HONOLULU

## **Course Syllabus**

[Chaminade University Honolulu](http://www.chaminade.edu)

3140 Waialae Avenue - Honolulu, HI 96816

[www.chaminade.edu](http://www.chaminade.edu)

**Course Number:** BI151

**Course Title:** Anatomy and Physiology I

**Department Name:** Biology

**College/School/Division Name:** NSM

**Course Credits:** 3/1

**Class Meeting Days:** varies by section

**Class Meeting Hours:** varies by section

**Class Location:** Henry 223

**Instructor Name:** Dr. Genevieve Griffiths

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**Phone:** 302.562.6493

**Office Location:** H123C

**Office Hours:** BY APPOINTMENT ONLY

### **University Course Catalog Description**

BI 151-BI 152 Human Anatomy and Physiology (3/3) Structure and function of the human body, to include basic biochemistry, cells, tissues, and a detailed and comprehensive study of the integumentary, skeletal, muscular, circulatory, immune, and digestive systems, and metabolism. Organ systems will include the nervous, urinary, endocrine, respiratory, and reproductive systems. Required course for nursing majors. Non-nursing students (e.g. pre-health professions students) may take this course subject to availability of seats in a separate course section than nursing majors. Prerequisites: BI 151 for BI 152. Concurrent registration in BI 151L or 152L required. Some sections restricted to Nursing major, admission of non-nursing majors to other sections of these courses is by permission of instructor, and subject to demand.

BI 151L-BI 152L Human Anatomy and Physiology Laboratory (1/1) Laboratory to accompany BI 151-152. One three-hour laboratory per week will include examination of models and slides, dissection, and physiological exercises. Required course for nursing majors. Non-nursing students (e.g. pre-health professions students) may take this course subject to availability of seats in a separate course section than nursing majors. Prerequisites: BI 151 for BI 152. Concurrent registration in BI 151 or 152 required. Some sections restricted to Nursing major, admission of non-nursing majors to other sections of these courses is by permission of instructor, and subject to demand.

**AIMS AND GOALS OF THE COURSE:** This two semester course is designed to fulfill the following goals.

**Course Learning Objectives:**

As a result of successful completion of BI151/151L AND 152/152L, a student should be able to:

1. Use appropriate terminology related to human anatomy in selected organ systems.
2. Use appropriate terminology related to human physiology in selected organ systems.
3. Identify selected anatomical structures within the human body in selected organ systems.
4. Explain selected physiological functions in selected organ systems.
5. Explain the principle of homeostasis as it relates to selected human physiological processes.
6. Explain how feedback loops are used to control selected human physiological systems.
7. Explain selected anatomical and physiological interrelationships in selected organ systems.
8. Describe and explain laboratory procedures used to evaluate selected physiological functions within selected organ systems.
9. Explain selected basic chemical processes occurring at the cellular level.
10. Describe selected processes of human cellular metabolism.
11. Create graphs depicting selected anatomical or physiological data.
12. Interpret graphs depicting selected anatomical or physiological data

### **Lab Learning Objectives:**

As a result of this laboratory experience, students should be able to:

1. Explain all types of cellular transport including diffusion, facilitated diffusion, active transport, exocytosis, endocytosis, phagocytosis, and pinocytosis.
2. Identify basic components of a light microscope and perform basic microscopy.
3. Define and correctly use basic anatomical terminology.
4. Identify the anatomy and physiology of the major organ systems.
5. Practice safe procedures within a laboratory.
6. Differentiate between types of epithelial tissue and describe their function • Differentiate between types of connective tissue and describe their function.
7. Identify all major bones within the axial and appendicular skeleton and understand the function of bone.
8. Identify all major muscles/muscle groups within the axial and appendicular divisions and understand their function as well as nervous innervation.

This course is taught in correlation with the laboratory portion. Lectures will be formal and full attendance is required. In the event of an absence, lecture information is provided by the instructor on Canvas. It is the student's responsibility to network with peers to get the relevant information.

### **Marianist Values**

This class represents one component of your education at Chaminade University of Honolulu. An education in the Marianist Tradition is marked by five principles and you should take every opportunity possible to reflect upon the role of these characteristics in your education and development:

1. Education for formation in faith
2. Provide an integral, quality education
3. Educate in family spirit
4. Educate for service, justice and peace
5. Educate for adaptation and change

## Native Hawaiian Values

Education is an integral value in both Marianist and Native Hawaiian culture. Both recognize the transformative effect of a well-rounded, value-centered education on society, particularly in seeking justice for the marginalized, the forgotten, and the oppressed, always with an eye toward God (Ke Akua). This is reflected in the 'Ōlelo No'eau (Hawaiian proverbs) and Marianist core beliefs:

1. Educate for Formation in Faith (Mana) E ola au i ke akua ('Ōlelo No'eau 364) May I live by God
2. Provide an Integral, Quality Education (Na'auao) Lawe i ka ma'alea a kū'ono'ono ('Ōlelo No'eau 1957) Acquire skill and make it deep
3. Educate in Family Spirit ('Ohana) 'Ike aku, 'ike mai, kōkua aku kōkua mai; pela iho la ka nohana 'ohana ('Ōlelo No'eau 1200) Recognize others, be recognized, help others, be helped; such is a family relationship
4. Educate for Service, Justice and Peace (Aloha) Ka lama kū o ka no'eau ('Ōlelo No'eau 1430) Education is the standing torch of wisdom
5. Educate for Adaptation and Change (Aina) 'A'ohe pau ka 'ike i ka hālau ho'okahi ('Ōlelo No'eau 203) All knowledge is not taught in the same school

## Course Prerequisites

BI151/151L are prerequisites for BI152/152L.

## Required Learning Materials:

TopHat.com

*INTERACTIVE TEXTBOOK:*

### **Anatomy and Physiology I and II**

Course join code FALL 2022: 305402

## COURSE INSTRUCTIONS

It is important to attend every class. Please read the relevant chapters from your textbook before each class period. Only behaviors concerned with learning the material will be allowed during class. A high level of maturity and professionalism is expected in the class. Study Guides available on Canvas emphasize the most important points and difficult concepts of each chapter in a condensed, clear, and organized format. However, these guides are not a substitute for reading the textbook.

BI151 is a very demanding course. It requires the development of good study skills and a minimum of 15 hours study per week for a passing grade (students who have earned an "A" in the past studied as much as 20 hours per week). Use a schedule planner and **plan ahead** to assure there is enough time, and **keep up** with the schedule.

If you ever feel "lost" or do not perform as well on an exam as you would have liked, please come to see the instructor for clarification and/or study strategies. I am very happy to help you develop strategies and a plan to reach your goals. Please contact me via email and we can set up a time that works for both of us. **Do not wait** until the end of the semester to address poor performance goals.

## GRADING

<b>Exam 1 (Intro, Org. of Matter, Cells)</b>	50 questions (1pt each)	<b>50 pt</b>
<b>Exam 2 (Tissues, Skin, Bone)</b>	50 questions (1pt each)	<b>50 pt</b>
<b>Exam 3 (Axial/Append. Skeleton, Joints)</b>	50 questions (1pt each)	<b>50 pt</b>
<b>Exam 4 (Muscle Tissue, Muscles, Sp. Nerves)</b>	50 questions (1pt each)	<b>50 pt</b>
<b>Exam 5 (Brain/Cranial Nerves, Sensation, Reflexes)</b>	50 questions (1pt each)	<b>50 pt</b>
<b>Final (Cumulative)</b>	100 questions (1 pt each)	<b>100 pts</b>

**GRADE = TOTAL/350 pts**

You may check your grade at any time on the Canvas Gradebook, which will be updated immediately after each exam. Grades will be assigned using the following distribution (note that 89.50% would round up to 90%, for example, but 89.49% would round down to 89%):

- A=90-100%
- B=80-89%
- C=70-79%
- D=60-69%
- F=0-59%

Letter grades are calculated from the student's class participation, quizzes and examinations.

They are interpreted as follows:

- A: Outstanding scholarship and an unusual degree of intellectual initiative
- B: Superior work done in a consistent and intellectual manner
- C: Average grade indicating a competent grasp of subject matter
- D: Inferior work of the lowest passing grade, not satisfactory for fulfillment of prerequisite course work
- F: Failed to grasp the minimum subject matter; no credit given

**Course Website:**

<https://chaminade.instructure.com/>

**Technical Assistance for Canvas Users:**

- Search for help on specific topics at [help.instructure.com](https://help.instructure.com)
- [Chat live with Canvas Support 24/7/365](#)
- Watch this [video to get you started](#) with online guides and tutorials

- Contact the Chaminade IT Helpdesk for technical issues: [helpdesk@chaminade.edu](mailto:helpdesk@chaminade.edu), or call (808) 735-4855

## Tutoring and Writing Services

Chaminade is proud to offer free, one-on-one tutoring and writing assistance to all students. Tutoring and writing help is available on campus at Kōkua `Ike: Center for Student Learning in a variety of subjects (including, but are not limited to: biology, chemistry, math, nursing, English, etc.) from trained Peer and Professional Tutors. Please check Kōkua `Ike's website (<https://chaminade.edu/advising/kokua-ike/>) for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via Smarthinking. Smarthinking can be accessed 24/7 from your Canvas account. Simply click Account – Notifications – Smarthinking. For more information, please contact Kōkua `Ike at [tutoring@chaminade.edu](mailto:tutoring@chaminade.edu) or 808-739-8305.

## Course Policies

### Late Work Policy

To prevent dissemination of course material, ALL COURSE AND LAB EXAMS MUST BE TAKEN ON EXAM DATE SCHEDULED UNLESS PRESENTED WITH A DOCTORS NOTE OR OTHERWISE REASONABLE EXCUSE. Any missing work must be turned in by the end of the semester (by date indicated on course schedule) in order to receive credit.

### Grades of "Incomplete"

Incompletes will be offered to students who have **completed 50% of the class assignments** or more AND have extenuating circumstances preventing them from completing the course on time. Per university policy, all incompletes must be changed with the registrar within 90 days. Failure to do so will result in receipt of the grade the student would have earned if the missing work were factored in as zeros. Hence, all incomplete assignments must be turned into the instructor **within 75 days** to allow for adequate time to complete grading and request the appropriate signatures.

### Instructor and Student Communication

Questions for this course can be emailed to the instructor at [docgriffiths@gmail.com](mailto:docgriffiths@gmail.com), [genevieve.griffiths@chaminade.edu](mailto:genevieve.griffiths@chaminade.edu). Online, in-person and phone conferences can be arranged. Response time will take place up to 48 hours.

### Cell phones, tablets, and laptops

Out of consideration for your classmates, please set your cell phone to silent mode during class. Students are encouraged to bring laptops or tablets to class as the instructor will assign online activities and readings that will require the use of a laptop or tablet. Laptops and tablets should not be misused, such as checking distracting websites. Use your best judgment and respect your classmates and instructor.

**Nettiquette:** General nettiquette rules apply to ALL online discourse, including zoom meetings, discussion posts and forums. For more detailed information regarding nettiquette (from which I've condensed into the basics for this course below), please see:

<https://www.verywellmind.com/ten-rules-of-netiquette-22285> (Links to an external site.)

**Follow these basic rules of nettiquette to avoid damaging your online and offline relationships.**

- Use Respectful Language.

- Keep Humor Clean and Nonpersonal.
- Respect Others Opinions.
- Include Fellow Students Equally.
- Respect People's Privacy.
- Fact Check Before Posting or Replying.

### **ADA Policy**

Statement from the [New Student Handbook](#)

Pursuant to federal and state laws, including the Americans with Disabilities Act of 1990 as amended by the ADA Amendments Act of 2008 and Section 504 of the Rehabilitation Act of 1973, all qualified students with disabilities are protected from discrimination on the basis of disability and are eligible for reasonable accommodations or modifications in the academic environment to enable them to equal access to academic programs, services, or activities. If a student would like to determine if they meet the criteria for accommodations, they should contact the Counseling Center in the Student Support Services Building, Room 101, by phone at (808) 735-4845 or email: [counselingcenter@chamianade.edu](mailto:counselingcenter@chamianade.edu) for further information. Web: [studentaffairs.chamianade.edu/counseling-center/counseling-services](http://studentaffairs.chamianade.edu/counseling-center/counseling-services)

### **Title IX Compliance**

Chaminade University of Honolulu recognizes the inherent dignity of all individuals and promotes respect for all people. Sexual misconduct, physical and/or psychological abuse will NOT be tolerated at CUH. If you have been the victim of sexual misconduct, physical and/or psychological abuse, we encourage you to report this matter promptly. As a faculty member, I am interested in promoting a safe and healthy environment, and should I learn of any sexual misconduct, physical and/or psychological abuse, I must report the matter to the Title IX Coordinator. If you or someone you know has been harassed or assaulted, you can find the appropriate resources by visiting Campus Ministry, the Dean of Students Office, the Counseling Center, or the Office for Compliance and Personnel Services.

### **Attendance Policy**

The following attendance policy is from the 2018-2019 Academic Catalog (p. 57-58). Faculty members should also check with their divisions for division-specific guidelines.

Students are expected to attend regularly all courses for which they are registered. Student should notify their instructors when illness or other extenuating circumstances prevents them from attending class and make arrangements to complete missed assignments. Notification may be done by emailing the instructor's Chaminade email address, calling the instructor's campus extension, or by leaving a message with the instructor's division office. It is the instructor's prerogative to modify deadlines of course requirements accordingly. Any student who stops attending a course without officially withdrawing may receive a failing grade. Unexcused absences equivalent to more than a week of classes may lead to a grade reduction for the course. Any unexcused absence of two consecutive weeks or more may result in being withdrawn from the course by the instructor, although the instructor is not required to withdraw students in that scenario. Repeated absences put students at risk of failing grades.

Students with disabilities who have obtained accommodations from the Chaminade University of Honolulu ADA Coordinator may be considered for an exception when the accommodation does not materially alter the attainment of the learning outcomes. Federal regulations require continued attendance for continuing payment of financial aid. When illness or personal reasons necessitate continued absence, the student should communicate first with the instructor to review the options. Anyone who stops attending a course without official withdrawal may receive a failing grade or be withdrawn by the instructor at the instructor's discretion.

### **Academic Conduct Policy**

From the 2018-2019 Undergraduate Academic Catalog (p. 42):

Any community must have a set of rules and standards of conduct by which it operates. At Chaminade, these standards are outlined so as to reflect both the Catholic, Marianist values of the institution and to honor and respect students as responsible adults. All alleged violations of the community standards are handled through an established student conduct process, outlined in the Student Handbook, and operated within the guidelines set to honor both students' rights and campus values.

Students should conduct themselves in a manner that reflects the ideals of the University. This includes knowing and respecting the intent of rules, regulations, and/or policies presented in the Student Handbook, and realizing that students are subject to the University's jurisdiction from the time of their admission until their enrollment has been formally terminated. Please refer to the Student Handbook for more details. A copy of the Student Handbook is available on the Chaminade website.

For further information, please refer to the Student Handbook: <https://chaminade.edu/wp-content/uploads/2019/08/NEW-STUDENT-HANDBOOK-19-20-Final-8.20.19.pdf>

### **Schedule**

Course schedule will be provided as a supplemental file on Canvas.