

# Course Syllabus

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

**Semester:** Fall 2025

**Course:** BI 151L

**Course Title:** Human Anatomy & Physiology Lab

**Credits:** 1

**Format:** Lab

**Class time:** Fri 2:30-5:20pm

Classroom location: Henry Lab 4

## Instructor Information:

Dr. Mike Dohm, Ph.D.

Associate Professor of Biology

**Department:** Biology

**School** of Natural Sciences and Mathematics, Chaminade University of Honolulu

**Office:** Wesselkamper Science Center (WSC) rm. 108

**Phone:** (808) 739 -- 8543

**E-mail:** mdohm [at] chaminade.edu (current students, please use CANVAS messaging)

**Website:** [letgen.org](https://letgen.org/)  (<https://letgen.org/>)

## Office Hours:

You are welcome to drop by anytime -- my Fall Schedule is posted outside my door & available in CANVAS (click to follow link).

Scheduled office hours:

Mon & Wed	10:30am - 12pm
Tues	9 - 10am
Thurs	12:30 - 2pm
<ul style="list-style-type: none"><li>• Or by appointment - send request in CANVAS.</li><li>• You do not need an appointment to visit during scheduled office hours!</li></ul>	

## Laboratory Safety Information

The following guidelines are established to provide instructions in maintaining safety for students, staff, and faculty while using any of the science laboratories at Chaminade University.

#### Lab safety guidelines:

1. No food or drink. Items must be left outside of the lab.
2. You must wear closed toes shoes.
3. A lab coat and other appropriate PPE must be worn when directed by the instructor.

Failure to comply with these rules may result in loss of points and you may be asked to leave the classroom until you are able to comply. Please make note: If you do not wear proper attire on Exam days, you will be asked to leave the classroom until such time as you are able to comply with the lab safety rules; you will not be allowed to make up the exam and you will therefore receive a "0" for that exam. Please respect the rules and our obligation to provide a safe working environment for all of us. Do not make this an issue for us all.

The School of Natural Sciences and Mathematics (NSM), along with the University Environmental Safety Office are responsible for enforcing the regulations set forth in the current Student Handbook.

Queries should be addressed to: Office of the Dean of Natural Sciences and Mathematics (808) 735-4834.

## Course Description

This laboratory course accompanies the lecture and covers the structure and function of the human body, which includes study and experimentation regarding gross anatomy, histology, physiology, pathology, and homeostatic relationships with regards to the following areas: body orientation, chemistry, cells, tissues, integumentary system, bone tissue, skeletal system, joints, muscular tissue, muscular system, nervous tissue, spinal cord and nerves, brain, and cranial nerves. 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. Co-requisites: BI-151, NUR majors.

## Required resources

- Michael G Wood, Laboratory Manual for Anatomy & Physiology, Cat Version 6e, ISBN: 9780134161792
- Computer with internet access
- Regular access to Canvas
- Covered shoes
- Lab coat (can be purchased in the Campus Bookstore)
- All other reading materials will be provided or sourced from free access on the internet.

## Course Management System (CMS)

BI-151L is a web-enhanced course: We meet at the scheduled times like any traditional course, but components of the course are available to you at all times throughout the semester. Chaminade University relies on CANVAS to help manage courses. Access to the site is via <https://chaminade.instructrure.com/courses/44345> ➡ (<https://chaminade.instructrure.com/courses/44345>). Logon instructions will be provided on the first day of class. Slides presented during class time are posted on the course website for your use. Guides and access to resources and related materials are also made available on the site.

## Course Credit Hour Expectations

BI-151L is a one-credit hour laboratory course and therefore requires a minimum of 45 hours of student engagement (see CUH Credit Hour Policy). One university semester credit hour typically includes three hour of in-class contact time with the professor. However, additional time outside of class is expected of the student: to read in advance any protocol for the day's work, to complete lab notebook entries, and to create and edit reports. Thus, over the course of the semester, students enrolled in BI-151L are expected to spend about 45 hours in class and about 20 hours outside of class to complete necessary work. These times are approximate -- individual needs may vary. Time spent outside of class by students may be better expressed by tasks to do. For example, students can re-write and update notes, perform focused reading from the textbook and other resources, editing reports and worksheet answers, develop concept maps, and creating flash cards or other devices to facilitate learning key terms.

## Course Elements

This course provides a comprehensive overview of human anatomy. It also reviews the evolution of the human body systems and compares this to all vertebrate groups. The germ line development, physical influences on morphology and function and the adaptation to environment and behavior are discussed in detail. Students are responsible for all text assignments, as well as supplementary handouts. Students are encouraged to read ahead to keep up with high volume of material, do NOT underestimate how much this will help you in class.

## Assignments and Grading

A total of 400 points are available during the semester. Assignments, point value, and how many assignments are provided in the table.

Specific Assignment	Points	How many	% Of Grade	Total points
Attendance & Participation	2	15	10	40
Assignments	6	26	40	160
Exams (lab practicals)	100	2	50	200
				400

## Grading Scale

A	Excellent	≥ 90%	360 to 400
B	Good	≥ 80% to < 90%	320 to 359
C	Average	≥ 70% to < 80%	280 to 319
D	Below average	≥ 60% to < 70%	240 to 279
F	Failure	< 60%	< 240

## Schedule of labs

See [BI151L schedule \(https://chaminade.instructure.com/courses/44345/pages/bi151l-schedule\)](https://chaminade.instructure.com/courses/44345/pages/bi151l-schedule).

## Major assignments schedule

Week	Item
7	Lab practical exam
15	Final lab practical exam

## Learning Outcomes

### Student Class Content Learning Outcomes

1. Demonstrate safe procedures within a laboratory.
2. Identify basic components of a light microscope and perform basic microscopy.
3. Understand the scientific method and how to apply it to the study of human anatomy and physiology.
4. Describe all types of cellular transport including diffusion, facilitated diffusion, active transport, exocytosis, endocytosis, phagocytosis, and pinocytosis.
5. Define and correctly use anatomical terminology to explain the physiology of the major organ systems.
6. Differentiate between types of epithelial tissue, types of connective tissue, and describe their function.
7. Identify all major bones within the axial and appendicular skeleton and understand the components of bone tissue and 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.
9. Describe disease states, both genetic and acquired etiologies, and their current medical treatments.

## Biology Program Learning Outcomes (PLO)

Upon completion of the B.S. degree program in Biology the student will be able to:

1. Explain fundamental biological concepts and their interrelationships across various levels of biological organization, from molecules to ecosystems, including cell biology, genetics, evolution, physiology, and ecology.
2. Perform laboratory, field and computational techniques relevant to biological research, including accurate data collection, analysis, and interpretation.
3. Design and conduct scientific investigations using advanced methodologies, technologies, and resources, and communicate results effectively to professional and lay audiences.
4. Make ethically informed decisions in biological research and practice, considering bioethics, environmental ethics informed by indigenous and traditional knowledge and practices.
5. Analyze societal challenges related to health and the environment through the lens of biological science, recognizing how biological knowledge and associated career paths can contribute to studying, addressing, and solving these challenges.

## CLO–PLO Mapping

CLO	PLO
1	2, 4
2	2
3	1, 3
4	1
5	1, 3
6	1
7	1
8	1
9	1, 5

## University outcomes

### 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 'Olelo 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.

## Alignment of BI-151L course with Marianist and Hawaiian values of the University.

BI-151L, an advanced comparative vertebrate and human anatomy lab course, aligns with the value of providing an integral, quality education by developing rigorous scientific knowledge and critical thinking skills essential to understanding life’s complexity. It also reflects the Catholic value of educating for adaptation and change, encouraging students not only to grasp evolutionary processes but also to cultivate openness to ongoing growth, renewal, and faithful response to new knowledge and challenges. Through this holistic approach, the course prepares students to engage thoughtfully with scientific developments while fostering personal and ethical formation consistent with a faith-informed perspective. In doing so, it supports both academic excellence and the development of responsible, adaptable individuals committed to service and the common good.

## Alignment of Natural Sciences Courses with Marianist and Hawaiian values of the University.

The Natural Sciences Division provides an integral, quality education: sophisticated integrative course content taught by experienced, dedicated, and well-educated instructors.

We educate in the family spirit – every classroom is an Ohana and you can expect to be respected yet challenged in an environment that is supportive, inclusively by instructors who take the time to personally get to know and care for you.

We educate for service, justice and peace, since many of the most pressing global issues (climate change, health inequity, poverty, justice) are those which science and technology investigate, establish ethical parameters for, and offer solutions to.

We educate for adaptation and change. In science and technology, the only constant is change. Data, techniques, technologies, questions, interpretations and ethical landscapes are constantly evolving, and we teach students to thrive on this dynamic uncertainty.

The study of science and technology can be formative, exploring human creativity and potential in the development of technologies and scientific solutions, the opportunity to engage in the stewardship of the natural world, and the opportunity to promote social justice. We provide opportunities to engage with the problems that face Hawai’i and the Pacific region through the Natural Sciences curriculum, in particular, those centered around severe challenges in health, poverty, environmental resilience, and erosion of traditional culture. The Marianist Educational Values relate to Native Hawaiian ideas of mana, na’auao, ohana, aloha and aina. We intend for our Natural Sciences programs to be culturally-sustaining, rooted in our Hawaiian place, and centered on core values of Maiau, be neat, prepared, careful in all we do; Makawalu, demonstrate foresight and planning; `Ai, sustain mind and body; Pa`a Na`au, learn deeply.

## Course and University policies

### Student with Disabilities Statement

Chaminade University of Honolulu offers accommodations for all actively enrolled students with disabilities in compliance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) of 1990, and the ADA Amendments Act (2008).

Students are responsible for contacting Kokua Ike: Center for Student Learning to schedule an appointment. Verification of their disability will be requested through appropriate documentation and once received it will take up to approximately 2–3 weeks to

review them. Appropriate paperwork will be completed by the student before notification will be sent out to their instructors. Accommodation paperwork will not be automatically sent out to instructors each semester, as the student is responsible to notify Kōkua Ike via email at [ada@chaminade.edu](mailto:ada@chaminade.edu) (<mailto:ada@chaminade.edu>) each semester if changes or notifications are needed.


#### Kōkua 'Ike: Tutoring & Learning 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 (<https://chaminade.edu/studentsuccess/kokua-ike/>) website for the latest times, list of drop-in hours, and information on scheduling an appointment. Free online tutoring is also available via TutorMe. Tutor Me can be accessed 24/7 from your Canvas account. Simply click on Account > TutorMe. For more information, please contact Kōkua 'Ike at [tutoring@chaminade.edu](mailto:tutoring@chaminade.edu) (<mailto:tutoring@chaminade.edu>) or (808) 739-8305.


#### TITLE IX AND NONDISCRIMINATION STATEMENT


Chaminade University of Honolulu is committed to providing a learning, working and living environment that promotes the dignity of all people, inclusivity and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking. As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. For pregnant and parenting students, I am also obligated to provide you with similar resources for support and protections available to you. My goal is to make sure that you are aware of the range of options available to you and have access to the resources and support you need.

#### Nondiscrimination Policy & Notice of Nondiscrimination

The university is committed to comply with all State and Federal statutes, rules, and regulations which prohibit discrimination. The university is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin (including shared ancestry and ethnic characteristics), ancestry, citizenship, disability, genetic information, marital status, breastfeeding, arrest and court record (except as permissible under State law), sexual orientation, or status as a covered veteran. Inquiries about Title IX or general Civil Rights concerns may be referred to the University's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both and contact information may be found at <https://chaminade.edu/titleix/nondiscrimination/>  (<https://chaminade.edu/titleix/nondiscrimination/>). On-campus Confidential Resources may also be found at CAMPUS CONFIDENTIAL RESOURCES, <https://chaminade.edu/titleix/resources-and-support/>.

The University's Nondiscrimination Policy and Grievance Procedures can be located on the University webpage at: <https://chaminade.edu/titleix/policy-procedure/>  (<https://chaminade.edu/titleix/policy-procedure/>).


To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please refer to the Campus Incident Report form <https://cm.maxient.com/reporting.php?ChaminadeUniv>  (<https://cm.maxient.com/reporting.php?ChaminadeUniv>). Chaminade University of Honolulu prohibits sex discrimination in any education program or activity that it operates.

The NOTICE of NONDISCRIMINATION can be found here: <https://chaminade.edu/titleix/nondiscrimination/>  (<https://chaminade.edu/titleix/nondiscrimination/>).

#### Hazing Prevention Resources and Athlete Helpline:

Assists athletes, parents, coaches, and any allies interested in ensuring physical and mental safety for sports communities by offering confidential emotional support, crisis intervention, informational athlete-focused resources, and guidance related to concerns about any type of abuse—including hazing.

Chaminade University's Hazing Policy:

<https://catalog.chaminade.edu/studenthandbook/codeofconduct>  (<https://catalog.chaminade.edu/studenthandbook/codeofconduct>)

<https://hazingpreventionnetwork.org/athlete-helpline/> ➦ [\(https://hazingpreventionnetwork.org/athlete-helpline/\)](https://hazingpreventionnetwork.org/athlete-helpline/)

<https://hazingpreventionnetwork.org/how-to-report-hazing/> ➦ [\(https://hazingpreventionnetwork.org/how-to-report-hazing/\)](https://hazingpreventionnetwork.org/how-to-report-hazing/)

Basic Needs Resources:

<https://chaminade.edu/basic-needs/> ➦ [\(https://chaminade.edu/basic-needs/\)](https://chaminade.edu/basic-needs/)

## Campus Safety/ SafeSwords

A program for students, faculty and staff, who may feel uncomfortable or unsafe walking alone on campus, at any time of the day. Call security, and a security professional will meet you at your location on campus. The security professional will escort you to your residence hall, car, etc. Students may utilize this when walking to and from night classes around campus or after late night events.

<https://chaminade.edu/student-life/security/campus-safeswords-program/> ➦ [\(https://chaminade.edu/student-life/security/campus-safeswords-program/\)](https://chaminade.edu/student-life/security/campus-safeswords-program/)

## CUH Alert Emergency Notification

To get the latest emergency communication from Chaminade University, students' cell numbers will be connected to Chaminade's emergency notification text system. When you log in to the Chaminade portal, you will be asked to provide some emergency contact information. If you provide a cellphone number, you will receive a text from our emergency notification system asking you to confirm your number. You must respond to that message to complete your registration and get emergency notifications on your phone.

## Assessment for Student Work

With the goal of continuing to improve the quality of educational services offered to students, Chaminade University conducts assessments of student achievement of course, program, and institutional learning outcomes. Student work is used anonymously as the basis of these assessments, and the work you do in this course may be used in these assessment efforts.

## Canvas "grading"

Canvas "grades" are tentative and not official. Canvas scores available to students are not official until the instructor announces such to the class. Official grading is done by the instructor and records are kept on the instructor's computer.

## Instructor and Student Communication

Please ask questions during class -- interrupt the lecture, it's OK! Weekly discussions are available, too. Please post and do respond to classmate postings! Outside of class, use CANVAS Messaging to communicate with the instructor, not CUH email.

Questions about assignments, but not grade challenge for assignments should be asked during class time. All questions for this course can be posted to the instructor via CANVAS Messaging. Online (e.g., Zoom) and in-person conferences can be arranged. Most messages to Canvas will be replied within 24 hours between Monday and Friday; messages sent to instructor on Friday will be replied to on Monday. Please note that questions or communication about the course sent to instructor's chaminade.edu e-mail may take up to 7 days for response. In general, the reply will not answer the question but will request you repost at the proper venue (CANVAS Messaging).

Graded materials will generally be returned within 7 - 10 days.

CANVAS allows Comments and the instructor will use this feature to add context to grading of assignments. If you have questions or are instructed to follow up based on Comments, please communicate via CANVAS Messaging, not by adding to the assignment comments.

## Attendance Policy

The following attendance policy is from the Chaminade University Undergraduate Catalog (<https://catalog.chaminade.edu/generalinformation/academicaffairs/policies/attendance>) : 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.

### Late Work Policy

There are no make-ups for quizzes, unless a physician's note documents your absence during quizzes. Journal article presentations CANNOT be made-up. Quizzes and assignments are due by 8:59am HST on the assigned date. Up to 10% grade reduction will be assessed for each 12 hour late assignment. All quizzes and assignments close by 3 days post the due date

### Grades of "Incomplete"

Students and instructors may negotiate an incomplete grade when there are specific justifying circumstances. An Incomplete Contract (available from the Divisional Secretary and the Portal) must be completed. When submitting a grade, the "I" will be accompanied by the alternative grade that will automatically be assigned after 30 days. These include IB, IC, ID, and IF. If only an "I" is submitted the default grade is F. The completion of the work, evaluation, and reporting of the final grade is due within 30 days after the end of the semester or term. This limit may not be extended.

### Writing Policy

Instructions for the writing assignments are detailed for each individual assignment on the canvas course page. Potential resources for writing assignments:

- Google Scholar
- Pubmed
- Sullivan Library

### Cell phones, tablets, and laptops

Instructor policy: Students are encouraged to use personal digital devices during class provided such use does not distract others or interfere with class activities.

University policy. Music Devices and Cellular Phones: Unless specifically permitted by your instructor [emphasis by instructor], use of music devices and cell phones is prohibited during all Natural Science and Mathematics classes, as it is discourteous and may lead to suspicion of academic misconduct. Students unable to comply will be asked to leave class. 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.

### Recording of lecture material

Students may not record audio or video of lectures conducted by the instructor nor of any media presented during the lecture without prior permission from the instructor. All materials presented in class by the instructor will be made available to students.

### Academic honesty



**Academic integrity** is the commitment by all members of the academic community -- educators, researchers, scholars, and students -- to act with honesty, trust, fairness, respect, and responsibility. Academic honesty is an essential aspect of all learning, scholarship, and research. It is one of the values regarded most highly by academic communities throughout the world. Violations of the principle of academic honesty are extremely serious and will not be tolerated.

Students are responsible for promoting academic honesty at Chaminade by not participating in any act of dishonesty and by reporting any incidence of academic dishonesty to an instructor or to a University official. Academic dishonesty may include theft of records or examinations, alteration of grades, and plagiarism, in addition to more obvious dishonesty.

Questions of academic dishonesty in a particular class are first reviewed by the instructor, who must make a report with recommendations to the Dean of the Academic Division. Punishment for academic dishonesty will be determined by the instructor and the Dean of Academic Division and may include an "F" grade for the work in question, an "F" grade for the course, suspension, or dismissal from the University.

**Violations of Academic Integrity:** Violations of the principle include, but are not limited to:

- Cheating: Intentionally using or attempting to use unauthorized materials, information, notes, study aids, or other devices in an academic exercise.
- Fabrication and Falsification: Intentional and unauthorized alteration or invention of any information or citation in an academic exercise. Falsification is a matter of inventing or counterfeiting information for use in any academic exercise.
- Multiple Submissions: The submission of substantial portions of the same academic work for credit (including oral reports) more than once without authorization.
- Plagiarism: Intentionally or knowingly presenting the work of another as one's own original work (i.e., without proper acknowledgment of the source).
- Abuse of Academic Materials: Intentionally or knowingly destroying, stealing, or making inaccessible library or other academic resource materials.
- Complicity in Academic Dishonesty: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.

**Plagiarism** includes, but is not limited to:

- Complete or partial copying directly from a published or unpublished source without proper acknowledgement to the author.
- Minor changes in wording or syntax are not sufficient to avoid charges of plagiarism. Proper acknowledgement of the source of a text is always mandatory.
- Paraphrasing the work of another without proper author acknowledgement.
- Use of generative artificial intelligence (AI) without permission by instructor. Sentences, paragraphs, or entire papers written by AI is not original work.
- Students are encouraged to utilize change tracking and history functions of their word processing software to help document that a work is original to the student.
- Submitting as one's own original work, however freely given or purchased, the original exam, research paper, manuscript, report, computer file, or other assignment that has been prepared by another individual.

For the most up to date information, please refer to the Academic Honesty Policy

(<https://catalog.chaminade.edu/academicaffairs/policies/academichonesty> )

(<https://catalog.chaminade.edu/academicaffairs/policies/academichonesty>.) on the Chaminade University Catalog website.

## Course outline and schedule

link to **BI151L schedule** (<https://chaminade.instructure.com/courses/44345/pages/bi151l-schedule>)

The CANVAS summary is provided for your convenience -- check Course Schedule page for deadlines.

## Course Summary: