Instructor: Valarie Whitney
Email: valarie.whitney@angelo.edu
Phone: 325-486-6558
Office: 224 T
Office Hours: Monday, Wednesday, Friday 10:00-11:00 a.m. or by appointment

Course Information

Course Description
This course, which provides a comprehensive study of the anatomy and physiology of the human body with an emphasis on health and medical issues, is designed for students preparing for careers in the health professions. It will include an overview of organ systems followed by the study of the skeletal, muscular, and nervous systems.

Class Meeting Time: Tuesday 8:00 a.m. -9:50 a.m.

Course Credits
(0-1-0)

Prerequisite and Co-requisite Courses
Co-requisite:
HSP 2301 “Human Anatomy and Physiology I Lecture”

Student Learning Outcomes
Student Learning Outcome
By completing all course requirements, students will be able to:

<table>
<thead>
<tr>
<th>Assignment(s) or activity(ies) validating outcome achievement:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Identify and explain the bones of the axial and appendicular skeleton.</strong> Chapter 8 Assignments and Exam</td>
</tr>
<tr>
<td><strong>Identify and explain the components of the integument system.</strong> Chapter 6 Assignments and Exam</td>
</tr>
<tr>
<td><strong>Identify and explain the muscles that compose the human body.</strong> Chapter 11 Assignments and Exam</td>
</tr>
<tr>
<td><strong>Identify and explain the parts of the brain and how they function.</strong> Chapter 13 Assignments and Exam</td>
</tr>
</tbody>
</table>

**Course Delivery**
This is a Face to Face Instructional Method. Course assignments will be assigned in class and thru online assignments (Blackboard and McGraw-Hill Connect). BB Online assignments (PHILS and BODYVIZ) will be delivered via the Blackboard Learning Management System. The course site can be accessed at ASU's Blackboard Learning Management System. Connect assignments will be assigned thru McGraw-Hill Connect and can be accessed at McGraw-Hill Connect login.

**Required Texts and Materials**
Registration Link:
https://connect.mheducation.com/class/v_whitney_hsp_2101_03z_spring_2020

**Technology Requirements**
To successfully complete this course, students need to
- Purchase the McGraw-Hill Connect access code. Instructions to obtain the access code can be found on Blackboard.
- A computer capable of running Windows 7 or later, or Mac OSX 10.8 or later
- The latest version of one of these web browsers: internet Explorer, Firefox, or Safari
- Microsoft Office Suite or a compatible Open Office Suite
- Adobe Acrobat Reader
- High Speed Internet Access
- Ethernet adapter cable required (wireless connections can drop during quizzes)
Refer to Angelo State University’s Distance Education website for further technology requirements: Angelo State University's Distance Education Website

Communication
I will respond to email and/or telephone messages within 24 hours during working hours Monday through Friday. Weekend messages may not be returned until Monday.

Written communication via email: All private communication will be done exclusively through your ASU email address. Check frequently for announcements and policy changes on Blackboard. In your emails to faculty, include the course name and section number in your subject line.

Grading

Evaluation and Grades
Course grades will be determined as indicated in the table below.

<table>
<thead>
<tr>
<th>Assessment</th>
<th>Points of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Exams</td>
<td>350</td>
</tr>
<tr>
<td>Final Exam</td>
<td>150</td>
</tr>
<tr>
<td>PhILS Labs</td>
<td>180</td>
</tr>
<tr>
<td>LearnSmart Assignments</td>
<td>100</td>
</tr>
<tr>
<td>BodyViz Quizzes</td>
<td>150</td>
</tr>
<tr>
<td>Attendance Quizzes</td>
<td>70</td>
</tr>
<tr>
<td>Total</td>
<td>1000</td>
</tr>
</tbody>
</table>

Grading System
Course grades will be dependent upon completing course requirements and meeting the student learning outcomes.

This course is graded strictly on points NOT percentages. The amount of points you earn determines your grade in the course. It is your responsibility to keep track of the total course points you have accumulated and take advantage of the bonus points available in the course.
The following grading scale is in use for this course:

- **A** = 1000.00 – 900.00 points
- **B** = 899.99 – 800.00 points
- **C** = 799.99 – 700.00 points
- **D** = 699.99 – 600.00 points
- **F** = 599.99 points and below

*Note: Students must successfully complete HSP 2301 & HSP2101 simultaneously to receive credit in either course.*

**Teaching Strategies**

Students are expected to be “active learners.” It is a basic assumption of the instructor that students will be involved (beyond the materials and lectures presented in the course) discovering, processing, and applying the course information using peer-review journal articles, researching additional information and examples on the Internet, and discussing course material and clinical experiences with their peers.

**Assignment and Activity Descriptions**

**Ph.I.L.S. Labs: 18 labs worth 10 points each for a total of 180 points**

These physiology interactive lab simulations are designed to help you better understand different physiological concepts discussed this semester. There are 18 labs covered this semester. Each lab is worth 10 points for a total of 180 points. Each lab consists of an activity and then a post-lab quiz. To receive all 10 points, you must complete the activity completely and correctly. Points will be deducted for an incomplete data table. You must save a copy of your lab results and submit them via Blackboard Assignments. No late assignments will be accepted and each assignment closes at 11:59 of the assigned date.

**LearnSmart Assignments: 25 points for each chapter for a total of 100 points**

Each chapter covered this semester has a LearnSmart assignment in McGraw Hill Connect associated with it. Each assignment is worth 25 points. These assignments should be done individually and will take on average 60-90 minutes to complete. These questions will test your knowledge on the topics discussed in class and will refer you to readings in the text that will help you better comprehend topics in class that are challenging for you. No late assignments will be accepted and each assignment closes at 11:59 of the assigned date.

**BONUS POINTS – Chapters 6, 8, 11, 13 – 40 Bonus Points Possible**

These practice questions are optional to help you review and prepare for your quizzes. This is your chance to receive bonus points in the course for completion of the questions. Each
chapter is worth up to 10 bonus points (40 total bonus points possible). The number of questions you correctly complete determines how many bonus points you receive. All practice questions are due by 8:00AM on the day of the corresponding test. For example, the practice questions for chapter 8 are due on 02/11/2020 at 8:00AM. There will be no exceptions and there will be no other bonus points awarded during the semester.

Assignment Submission
All PHILs and BodyViz assignments MUST be submitted through the Assignments link in the Blackboard site. All bonus points and learn smarts are submitted in McGraw-Hill Connect. This is for grading, documenting, and archiving purposes. Issues with technology use arise from time to time. If a technology issue does occur regarding an assignment submission, email me at valarie.whitney@angelo.edu and attach a copy of what you are trying to submit. Please contact the IT Service Center at (325) 942-2911 or go to your Technology Support tab to report the issue. This lets your faculty know you completed the assignment on time and are just having problems with the online submission feature in Blackboard. Once the problem is resolved, submit your assignment through the appropriate link. This process will document the problem and establish a timeline. Be sure to keep a backup of all work.

Late Work or Missed Assignments Policy
Late work will not be accepted unless you have received permission from the instructor prior to the due date. If you miss an assignment due to an unexcused absence, you are out of luck. Show up for class or complete the assignment in advance!

ANY ABSENCE DURING A SCHEDULED IN CLASS ASSIGNMENT OR TEST MUST BE ACCOMPANIED WITH A DOCTOR’S NOTE OR UNIVERSITY EXCUSED ABSENCE. MAKEUP WORK WILL BE DISCUSSED ON AN INDIVIDUAL BASIS WITH THE INSTRUCTOR PRIOR TO THE ABSENCE.

General Policies Related to This Course
All students are required to follow the policies and procedures presented in these documents:

- Angelo State University Student Handbook
- Angelo State University Catalog

Student Responsibility and Attendance
It is the student’s responsibility to be on time for class, participate in class discussions, and be actively engaged in the learning process. Instructions and assignments will often be given during class, therefore it is in your best interest to attend. If you have to miss class due to an unforeseen event/accident or illness, please contact the instructor prior to the start of class.
Pending the reason for your absence, the instructor may inform you of any missed homework assigned during class. Not acceptable reasons for absences include but are not limited to: over sleeping, work, wanting to leave early or come back late from the weekend, and celebrating a friend, relative or pet’s birthday. If you are sick, let the instructor know and bring a physician’s note when you come back to class.
For planning purposes, this class will probably require a minimum of 6-9 study hours per week on average.

**Academic Integrity**

Students are expected to maintain complete honesty and integrity in all work. Any student found guilty of any form of dishonesty in academic work is subject of disciplinary action and possible expulsion from ASU.

The College of Health and Human Services adheres to the university’s [Statement of Academic Integrity](#).

**ALL EXAMS ARE CLOSED BOOK IN CLASS EXAMINATIONS. THIS MEANS YOU ARE EXPECTED TO TAKE ALL EXAMS ON THE SCHEDULED DATE UNDER THE SUPERVISION OF THE INSTRUCTOR.**

**STUDENTS CAUGHT CHEATING WILL RECEIVE A “F” IN THE COURSE.**

**Accommodations for Students with Disabilities**

ASU is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments of 2008 (ADAAA) and subsequent legislation.

Student Disability Services is located in the Office of Student Affairs, and is the designated campus department charged with the responsibility of reviewing and authorizing requests for reasonable accommodations based on a disability. It is the student’s responsibility to initiate such a request by contacting an employee of the Office of Student Affairs, in the Houston Harte University Center, Room 112, or contacting the department via email at ADA@angelo.edu. For more information about the application process and requirements, visit the [Student Disability Services website](#). The employee charged with the responsibility of reviewing and authorizing accommodation requests is:

Dallas Swafford
Incomplete Grade Policy

It is policy that incomplete grades be reserved for student illness or personal misfortune. Please contact faculty if you have serious illness or a personal misfortune that would keep you from completing course work. Documentation may be required. See ASU Operating Policy 10.11 Grading Procedures for more information.

Plagiarism

Plagiarism is a serious topic covered in ASU’s Academic Integrity policy in the Student Handbook. Plagiarism is the action or practice of taking someone else’s work, idea, etc., and passing it off as one’s own. Plagiarism is literary theft.

Student Absence for Observance of Religious Holy Days

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. See ASU Operating Policy 10.19 Student Absence for Observance of Religious Holy Day for more information.

Copyright Policy

Students officially enrolled in this course should make only one printed copy of the given articles and/or chapters. You are expressly prohibited from distributing or reproducing any portion of course readings in printed or electronic form without written permission from the copyright holders or publishers.

Syllabus Changes

The faculty member reserves the option to make changes as necessary to this syllabus and the course content. If changes become necessary during this course, the faculty will notify students of such changes by email, course announcements and/or via a discussion board announcement. It is the student’s responsibility to look for such communications about the course on a daily basis.

Title IX at Angelo State University

Angelo State University is committed to providing and strengthening an educational, working, and living environment where students, faculty, staff, and visitors are free from sex discrimination of any kind. In accordance with Title VII, Title IX, the Violence Against Women Act (VAWA), the Campus Sexual Violence Elimination Act (SaVE), and other federal and state
laws, the University prohibits discrimination based on sex, which includes pregnancy, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination and unwelcome behavior of a sexual nature. The term includes sexual harassment, nonconsensual sexual contact, nonconsensual sexual intercourse, sexual assault, sexual exploitation, stalking, public indecency, interpersonal violence (domestic violence or dating violence), sexual violence, and any other misconduct based on sex.

You are encouraged to report any incidents involving sexual misconduct to the Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator, Michelle Boone, J.D. You may submit reports in the following manner:

Online: www.angelo.edu/incident-form
Face to face: Mayer Administration Building, Room 210
Phone: 325-942-2022
Email: michelle.boone@angelo.edu

Note, as a faculty member at Angelo State, I am a mandatory reporter and must report incidents involving sexual misconduct to the Title IX Coordinator. Should you wish to speak to someone in confidence about an issue, you may contact the University Counseling Center (325-942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (325-942-2171).

For more information about resources related to sexual misconduct, Title IX, or Angelo State’s policy please visit: www.angelo.edu/title-ix.

### Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Assignments</th>
<th>Chapter</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-14-20</td>
<td>Introduction / Syllabus</td>
<td>Body Viz 1 Intro &amp; Anatomical Terms</td>
<td></td>
</tr>
<tr>
<td>1-21-20</td>
<td>Skeletal System: Axial</td>
<td>Ph.I.L.S Lab 1 and 2 Due @ 11:59 p.m. BodyViz 2 Introduction to Anatomical Terminology due @ 11:59 p.m.</td>
<td>8</td>
</tr>
<tr>
<td>1-28-20</td>
<td>Skeletal System: Appendicular</td>
<td>Ph.I.L.S Lab 3 and 4 Due @ 11:59 p.m. BodyViz 3 Skull, Vertebral Column &amp; Thoracic Cavity due @ 11:59 p. m.</td>
<td>8</td>
</tr>
<tr>
<td>2-4-20</td>
<td>Skeletal System: Review</td>
<td>Ph.I.L.S Lab 5 Due @ 11:59 p.m. BodyViz 4 Appendicular Skeleton due @ 11:59 p.m</td>
<td>8</td>
</tr>
<tr>
<td>Date</td>
<td>Topic</td>
<td>Assignments</td>
<td>Chapter</td>
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<tr>
<td>2-11-20</td>
<td>Lab Exam 1 (120 Points)</td>
<td>LearnSmart Chapter 8 Due</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Chapter 8 Bonus Points due 8 a.m. Start Integumentary System</td>
<td>8</td>
</tr>
<tr>
<td>2-18-20</td>
<td>Integumentary System</td>
<td>Ph.I.L.S Lab 6 and 7 Due @ 11:59 p.m. BodyViz 5 Integumentary System due @ 11:59 p.m</td>
<td>6</td>
</tr>
<tr>
<td>2-25-20</td>
<td>Integumentary System</td>
<td>Ph.I.L.S Lab 8 and 9 Due @ 11:59 p.m. LearnSmart Chapter 6 Due @ 11:59 p.m. BodyViz 6 Foot Ulcer due @ 11:59 p.m.</td>
<td>6</td>
</tr>
<tr>
<td>3-3-20</td>
<td>Lab Exam 2 (50 Points)</td>
<td>Chapter 6 Bonus Points due 8 a.m. Start Skeletal System: Facial Muscles</td>
<td>6</td>
</tr>
<tr>
<td>3-10-20</td>
<td>SPRING BREAK</td>
<td>NO LAB</td>
<td></td>
</tr>
<tr>
<td>3-17-20</td>
<td>Muscular System: Axial Muscles</td>
<td>Ph.I.L.S Lab 10 and 11 Due @ 11:59 p.m. BodyViz 7 Overview of the Muscular System due @ 11:59 p.m</td>
<td>8</td>
</tr>
<tr>
<td>3-24-20</td>
<td>Muscular System: Appendicular Muscles</td>
<td>Ph.I.L.S Lab 12 and 13 Due @ 11:59 p.m. BodyViz 8 Muscles of the Head and Neck due @ 11:59 p.m</td>
<td>11</td>
</tr>
<tr>
<td>3-31-20</td>
<td>Muscular System: Review</td>
<td>Ph.I.L.S Lab 14 Due @ 11:59 p.m. LearnSmart Chapter 11 Due BodyViz 9 Respiration, Back and Abdominal Muscles due @ 11:59 p.m</td>
<td>11</td>
</tr>
<tr>
<td>4-7-20</td>
<td>Lab Exam 3 (100 Points) / Start Nervous System: Brain</td>
<td>Chapter 11 Bonus Points due 8 a.m.</td>
<td>11</td>
</tr>
<tr>
<td>4-14-20</td>
<td>Nervous System: Brain and Cranial Nerves</td>
<td>Ph.I.L.S Lab 15 and 16 Due @ 11:59 p.m. BodyViz 10 Brain Support and Function due @ 11:59 p.m</td>
<td>13</td>
</tr>
<tr>
<td>4-21-20</td>
<td>Nervous System: Review</td>
<td>Ph.I.L.S Lab 17 and 18 Due @ 11:59 p.m. LearnSmart Chapter 13 Due BodyViz 11 Diencephalon and Cerebellum due @ 11:59 p.m</td>
<td>13</td>
</tr>
<tr>
<td>4-28-20</td>
<td>Lab Exam 4 (100 Points)</td>
<td>BodyViz 12 Brain and Cranial Nerves Due @ 11:59 p.m</td>
<td>13</td>
</tr>
</tbody>
</table>
Grading Rubrics

Student Evaluation of Faculty and Course

Students in all programs are given the opportunity to evaluate their courses and the faculty who teach them. Evaluations are most helpful when they are honest, fair, constructive, and pertinent to the class, clinical experience, or course. Faculty value student evaluations, and use student suggestions in making modifications in courses, labs, and clinical experiences. Angelo State University uses the IDEA (Individual Development and Educational Assessment) system administered through Kansas State University for all course evaluations. The Office of Institutional Research and Assessment administers IDEA for the entire university, online and has established a policy whereby students can complete course evaluations free from coercion.

1. Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
2. Learning to apply course material (to improve thinking, problem solving, and decisions)
3. Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course
4. Learning how to find, evaluate, and use resources to explore a topic in depth
5. Learning to apply knowledge and skills to benefit others or serve the public good

End of Syllabus

1 [https://www.angelo.edu/student-handbook/](https://www.angelo.edu/student-handbook/)
2 [https://www.angelo.edu/catalogs/](https://www.angelo.edu/catalogs/)
3 [https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php](https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php)
4 [https://www.angelo.edu/services/disability-services/](https://www.angelo.edu/services/disability-services/)
5 [https://www.angelo.edu/content/files/14197-op-1011-grading-procedures](https://www.angelo.edu/content/files/14197-op-1011-grading-procedures)
6 [https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php](https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php)
7 [https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of](https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of)