



Biology 2324 (Lecture) & 2124 (Lab)
Human Physiology
Course Lecture Syllabus - - Summer II 2020



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Overview: Welcome to Human Physiology! You are about to embark on a fascinating journey that will take you through an amazing exploration of the human body. Today we know more about the body than ever before and it is truly an exciting time to be taking this class. Just think how you'll be able to impress and educate your friends with your vast knowledge of how the human body works at the end of this course! In this class you will explore topics concerning the normal functions of the human bodies' cells, tissues, organs, and organ systems (see the class schedule). This course serves a variety of academic majors and activities are planned to accommodate special interest topics in each discipline. The specific topics of content are traditional fundamentals with treatments that vary, depending on the needs of the participants. This semester will mark a first in ASU history, and for me as well. This will be the very first time this course will be offered and taught "totally online". Some of you... and.. many perhaps(?) were students at ASU this past spring or even during the recent first summer session of 2020.

To make the most of this experience please devote the time necessary to reading this syllabus in it's entirety and keep it handy for future reference as the course progresses this semester, to answer questions, check schedules and to review pertinent policies that will be in effect this semester. Use it as your "go to first reference" as questions may arise.

So please read-on following the the rule of the 3 Cs... carefully, correctly and completely. 😊

- As a successful student of human physiology you should achieve the following Student Learning Outcomes:
- describe and explain the normal function of the cells, tissues, organs, and organ systems of the human body to help prepare you for a career in your chosen field (e.g. to gain content knowledge and comprehension).
- connect what you have learned to your own academic field (e.g. to make physiology relevant to your own academic endeavors).
- apply what you have learned to evaluate various case-studies, analyze controversial topics, and to solve problems relevant to physiology and to your field (e.g. to learn how to ask questions, work with others, and apply information you have learned in different situations).

To Satisfy Mandated University, Departmental, State, and SACS Accreditation purposes this course will also assess:

- Biology Department Learning Goal #2 – Students ability to demonstrate comprehensive, specialized knowledge in the various sub-disciplines of the biological sciences. This will be accomplished by assessing the Student Learning Outcomes above.
- Texas Higher Education Coordinating Board Exemplary Educational Objectives:
EEO - #1 – Students ability to understand and apply method and appropriate technology to the study of natural sciences. Students are introduced to the process of science in reference to investigative methods of studying physiology of the human body. This includes locating, identifying, and functionally describing the structures of the human body at all levels of organization using the processes and tools of the discipline. Students will be assessed using lab quizzes and exams..
EEO - #2 – Students ability to recognize scientific and quantitative methods and the differences between these approaches and other methods of inquiry and to communicate findings, analyses, and interpretation both orally and in writing. Students will determine/ and visualize the correlation between quantified physiological parameters at all levels of organization, as indicators of homeostatic processes using various scientific and inquiry based methods in the laboratory. Students will communicate these in writing in assessment activities and on examinations.
EEO - #4 – Students ability to demonstrate knowledge of the major issues and problems facing modern science, including issues that touch upon ethics, values, and public policies. Students will apply anatomical information to evaluate relevant clinical scenarios/problems to demonstrate knowledge of the major issues facing modern science that touch upon ethics, values, and public policy. These will be assessed using embedded examination questions.
- The ASU Biology Department uses the following scale to chart your progress on these objectives. While these are primarily for departmental, state, and accreditation purposes and have no bearing on your grade in the course, they will provide you with an indication of your individual progress according to the biology department standards.
4 = Exceeds Dept. Goal; 3 = Meets Dept. Goal; 2 = Approaches Dept. Goal ; 1 – Below Dept. Goal
While these are primarily for departmental, state, and accreditation purposes and have no bearing on your grades, they will provide you with an indication of your individual progress according to the biology department's standards.

Physiology requires a deeper conceptual understanding of the material rather than the simple memorization of facts you may have encountered in anatomy. To achieve these objectives and help maximize your learning, *it is vital that you:*

- 1) *attend class sessions as directed to do so online*
- 2) *arrive prepared to participate any online course sessions with your instructor, your classmates and other students as assigned to work with in assigned collaborative learning activities*
- 3) *study the material every day, using the resources provided in the required course materials as well as any other recommended reference materials as assigned by your instructor, and*
- 4) *make frequent and wise use of the ASU Learning Center and the services offered by the ASU Supplemental Instruction Program office, and*
- 4) *practice some form of self-assessment often.*

To facilitate your comprehension and study of the material, the course has been designed so that both the textbook, lab experiences, online resources; Mastering A&P, (PhysioEx and Interactive Physiology (I.P.)) will be an integral part of your learning experience in human physiology. Successful students are those who use these resources to their fullest potential regularly and complete all assignments which utilize them. Lectures and virtual lab activities you may attend online are designed to discuss, explain, and apply assignments made for these resources. The maximum benefit of doing them comes from completing, studying, reflecting upon

- 1) *all assigned "textbook" reading assignments,*
- 2) *virtual labs and*
- 3) *lectures upon which these are based and offered to you through the internet and our Bb Coursepage for this course.*

To get the most from the experiences in this course one must be prepared for them, but even more importantly you **MUST DO THEM; carefully, correctly and completely** (Yup, remember the 3 Cs again, always). The required course materials listed on page 3 serve as the basic content outline for the course, so it is your responsibility to read the text and complete the assignments related to lectures and laboratory activities BEFORE you come to "class".

I doubt that anyone looks forward to having to sit through a lecture that goes from 8 to 9:45 AM, 5 days a week for 23 days. But, that's how this class is normally taught, when we can offer it in a face-to-face "in person" format. In that same format we would do labs Tuesday, Wednesday and Thursdays for 3 hours and 15 minutes each. You will be happy to know that we will not be trying to replicate that schedule simply by meeting online for up to 5 hours a day! There will be time to meet and interact online with one another as we make progress through the course. You will need to allow for this in your daily schedule as we do it. ***Any required online sessions will be assigned and scheduled between 8AM and 1:30 PM each day.*** The specific times will be determined as we make our way through the course and the time needed to accomplish the objectives becomes more evident. The University does require me to check class attendance in some manner – so your presence and participation in these activities will be one way that I can meet that expectation. You should also be prepared to complete other class assignments outside of the "official class meeting time". Just like any other class you take, regardless of the format the expectation is that YOU will make a conscious decision to allocate an adequate amount of time every day to completing class assignments when it best suits your own schedule. In this course you need to remember too that there really is no time to waste, since we are going to be covering 16 weeks worth of fall or spring semester time in less than 5 weeks (23 class days). If you any other commitments to other courses, work, vacation, family and friends etc., think carefully about where each of these is going to fit your time budget for the next five weeks or so.

Not only will these class related activities help to prepare you for class, they will help you gain a better understanding of the material being presented. In this way, time spent in more formal "class sessions" can be devoted to gaining a better understanding of the course content, rather than being introduced to it for the very first time. **Plus →** A major portion of every exam will be based directly upon these assignments and all review materials included in each of them.

Reading assignments for lecture and laboratory activities are important and vital. While not common, it is possible that some content on an exam may have been covered by a reading assignment, rather than in 'class' or in recorded presentation of some kind, so well, that it is not necessary to devote precious class time to it. It is also recommended that you bring your textbook and lab manual to "class" when your attendance is required. These can be a valuable reference so that you may follow along more easily. Like the course you took in anatomy to get you here... there is a large volume of information to process in this course. The challenge here is somewhat different from your previous experiences with human anatomy, since physiology is a course which delves into the many ways in which the cells, tissues, organs and the organ systems function or actually "work". Most folks quickly realize that the course often comes down to asking questions about bodily functions and structures in terms of...

- What makes them work the way they do?
- What is normal and what is not?
- How does your body maintain this "normal" function and what happens if it does not?

This is explored in a systematic "biological manner" using the discoveries made in physiology, through science, through history.

It takes time to truly understand it and to learn physiology. Like human anatomy it is a discipline best examined in small bites which are more easily digested and assimilated, rather than chunks of great size upon which one may choke! Use some time each day to study and learn while the nourishment of your mind this course offers can be consumed in manageable bites. The compressed reality of taking on this

course in summer school makes this even more challenging then, but it can be done. Multitudes of students before have done quite well and survived the experience. You can too! You just have to make the commitment real and waste no time getting started.

So, **reading the textbook** is extremely important. Maybe even ten times more important than in anatomy! Yes. **Read that previous sentence again. Lectures and other virtual online presentation in this course are planned by your instructor with the expectation that you are not going to be hearing or thinking about most of the content covered in class for the very first time.**

To meet this expectation you **must read**. The expectation is that you read text assignments and complete electronic software assignments - not for memorization, but for comprehension. You will know what you may need to work on harder or pay more attention to in class **if you have studied the material BEFORE the in-class or in-lab work and also have used the assessment activities provided for your use outside of class meetings. That is your first job in this course.** After classes and between scheduled lecture and lab sessions, it will also help your understanding of physiology tremendously when you attend lecture and review your notes faithfully. Studies devoted to determining the value of reviewing course material correctly, carefully and completely every day clearly show that this works - but only if you do it faithfully, seriously and consistently. That doesn't mean waiting *consistently* until a day or two before an exam is coming and seriously attempting to cram *consistently* for every exam!

The reference material you must have for this course includes items which may be used at your convenience, when it suits you best, also to provide invaluable feedback through a method known as self-assessment. By completing designed self-assessment activities you may preview the kinds of questions you can expect to see on exams. But even more important is the opportunity to learn from these activities what you may need to review again and clarify with your instructor so you have time to do this well in advance of an upcoming exam or quiz. Experience has shown that you will perform MUCH BETTER in this class if you take the time regularly to check - yourself - to assess your understanding of the course material (both lecture AND lab) by using the resources available in your textbook, lab experiences and electronic simulations and tutorials online, and by working with the SI Leader supporting this course, ***AND of course*** by asking your instructor(s) questions about anything you may have difficulty with. But, remember to allow plenty of time to interact and discuss anything you need help with very well in advance. This is why exams will always be preceded by a Friday and a weekend to study and be well-prepared for each of them (See the schedule in this syllabus)

Do the worksheets and answer the review or practice questions for every activity – even if you know you don't have to turn them in. They might still be used to make-up lab or lecture exams or quizzes. Each chapter in the textbook and every lab activity you will perform has questions for review that accompany them. There are also lab items organized as “Lab Bundles” with study checklists posted on the ASU Human Physiology Blackboard (Bb) coursepage. Give these a serious try and you will see they are helpful to use in preparing for and executing lab instructional activities, earning more points on every opportunity get them AND earning more points on exams, ultimately leading to achievement of your goal grade in the course!

This really works. BUT... ONLY IF YOU DO IT!

So then... As a member of the class you are also invited to:

→ Ask questions, no matter how naive they seem to you. There are probably at least two other folks who have the same question. I will do my best to answer them and to offer you guidance in obtaining a satisfactory solution.

→ Ask for help and/or clarification. Don't suffer in silence. I can't help you learn if I don't know you're confused or if instructions are unclear.

→ Form study groups. Group learning can be powerful and is often beneficial in a course like physiology. Besides that, new friendships can be formed too! SI Leader Developed virtual study sessions will be offered throughout the semester to facilitate this too.

Required Supplies:

. You will be expected to have functional access and to be able to use EACH OF THE FOLLOWING ITEMS LISTED HERE NO LATER THAN 8AM Monday July 6th (our first class day). Failure to do this is quite likely to result in a loss of coursepoints due to an inability to use this product to complete class assignments. NO EXCEPTIONS.

- 1) A current, valid subscription to TopHat. The joincode for this course will be sent to you via ASU E-mail. Be on the lookout for it. This a required item for this course.
- 2) Ability to reliably and consistently access the WWW/internet using your own electronic device(s). Computers are the recommended device. This is entirely up to you. You are expected to provide your own and/or to make whatever arrangements are required to do so.
- 3) An ASU E-mail Account and reliable and consistent access to ASU Blackboard (Bb) Coursepage for this class. Checking your e-mail frequently at least twice a day is highly recommended to remain adequately informed, since this course is being taught and managed entirely online this semester. ASU Bb is a distribution point for a variety of learning activities, including lab protocols, powerpoint slidesets, class notes and handouts etc..

No Laboratory Manual to purchase is required this semester. But, you MUST BE ABLE to access the ASU Blackboard

Course page for the laboratory portion of this course AND check it frequently for all information, lab protocols, assignments, review guides, etc.. Essentially ANYTHING for lab you will need, in the way of printed information, references, or instructions related to lab will be posted on/accessed through this page.

4) Required Textbook and Required Ancillary Options:

Options Are Available From which to choose. Select the one that suits you best. Please keep in mind that these may each be obtained directly from the ASU Bookstore, or from an array of textbook vendors accessed via the internet as well.

Option A (Required Minimum)→

Mastering A and P for Integrated Principles of Human Physiology (MAP Standalone Access Card)

\$156.75 (at ASU Bookstore)

Edition: 8th

ISBN: 9780134714813

Author: Silverthorn

Publisher: Pearson

This product provides required full online electronic access to digital versions of:

1) **Integrated Principles of Human Physiology** (8th Edition textbook) through the Mastering A&P (MAP) internet website. Purchase of this item provides access to the MAP website with access to a digital only copy of the textbook. **AND**

2) **Required Mastering AandP** (MAP) presentations and assessment activities that will be used to earn points in this course.

3) **Required Access to PhysioEx Lab Simulation Software** available online using access codes provided with this purchase.

4) **Required Access to Interactive Physiology** video tutorials available online using access codes provided with this purchase.

Option B (Optional; Exceeds Minimum Requirement) →

Integrated Principles of Human Physiology (LLF)(w/Mastering A&P Access)

\$209.00 (at ASU Bookstore)

Edition: 8th

ISBN: 9780134704210

Author: Silverthorn

Publisher: Pearson

This item is the same as Option A above BUT ALSO INCLUDES a brand new looseleaf printed physical version of the textbook (not previously used) copy of the Silverthorn textbook.

Option C (Optional; Exceeds Minimum Requirement)

If you chose to purchase / use a used copy of the textbook, access must be purchased separately. You can purchase Option A and also purchase a physical used copy of the textbook from a vendor on the internet or any other source you prefer, to have what you need and save yourself some cash. ☺

Either way though... having a physical printed copy of the textbook IS HIGHLY RECOMMENDED FOR EVERY STUDENT – But it is not required.

Final Course Grade Determination and Assessment Measures: How well you succeed in meeting the expectations described above and achieve the learning outcomes and master understanding of human physiology - will be reflected in your course grade. Your grade in this course will be determined by your performance on 1) combination lecture/lab exams, and 2) class learning activities and 3) internet based Mastering A and P assessments.

Each point earned on exams and other activities throughout the course will be totaled to determine your final course grade. Therefore it is to your advantage to earn and accumulate every possible point every time an opportunity to do so is given.

Due to the volume of students we have, it is your responsibility to keep up with your grades and cumulative point total. ASU Blackboard will be used to permit monitoring of grades and points earned, using the Gradecenter function. Grades and points earned will be posted to the ASU Blackboard Course page and you will have access to them immediately after they have been posted. In most cases an e-mail will be sent and/or an announcement made through the ASU Blackboard to notify you when this is done.

Total of Combination Lecture/Lab Exams (I, II, III, IV) @ 200 points each = 800 possible points

Total of Various Combined Scores from:

Weekly MAP Assessments for Assigned Class Material = 150 possible points

TopHat Quizzes / Class Activities / Homework Assignments / Participation = 150 possible points

TOTAL OF ALL POSSIBLE COURSE POINTS = 1100 possible total points (w/ all possible points earned)

Letter grades will be assigned according to the following scale:

900 and up = A
800-899.9 = B
700-799.9 = C
600-699.9 = D
< 600 = F

Note that if perfect scores are earned on all assignments it is possible to earn a grade of A++ (i.e. 1100 or 110 % !)

Due to the more than ample number of points which may be earned throughout the course there will be no additional adjustments, "curves", or other opportunities to modify a final grade in any other manner. Therefore, final grades are non-negotiable and are based strictly upon the final total of all possible points earned in the course at its conclusion as it applies to the corresponding letter grade scale shown above. It is also, therefore, advised that students take advantage of every opportunity to earn all available points and to earn the maximum number of points available and to monitor their grade status regularly and carefully throughout the semester – from the beginning to the end.

Combination Lecture/Lab Exam Format / Blueprint: All exam questions will be of the objective format. Components of each exam will consist of two parts. (See below) They will cover material covered or assigned up to that point or since the last major exam.

Part I – Objective Questions: Based on content/objective information contained primarily from your text and online lecture notes, powerpoint slidesets, MAP reviews, checklists provided by your instructor, and on end-of-chapter (EOC) question assignments made from the *textbook*. Also included for potential exam questions are reviews of material presented in the Interactive Physiology (IP) and PhysioEx related content.. Note: online quizzes for IP 10, PhysioEx, and Mastering A & P, “Exam-Type” Practice Questions, and Exam Checklist questions, and Lab Report Type questions are a potential source of questions modified to make up quiz and exam questions. The questions for this part of the exam will be multiple choice/scantron and will make up about 70-75% of each exam *this semester*.

Part II - The second part of the lecture exam will come from information presented in online “class presentaiions” labwork and outside of class assignments that assess an ability to put to practical use what one has learned , rather than simple straight factual recall. Questions for this part of the exam and will make up 25-30% of each exam, and are all of the objective format type (matching/multiple choice/true or false, etc.). See the Bb Coursepage for examples and additional practice opportunities for these. Remember too, that lab session notes, calculations, interpretations and analytical activities will also be considered as material for exams, also. Being able to perform calculations and to make conclusions about them will be included in these assessments.

Through the ASU Blackboard Coursepage you will be provided with a checklist of possible questions and/or scenarios, as a supplement to those found in the other assigned resources mentioned above. On the exam many of these will be taken *verbatim* from the exam checklist, textbooks, lab protocols and online quizzes for this course .This part of the exam will also include specific references to potential exam questions based upon End of Chapter Review questions (called EOCs) as noted in the course schedule from the Silverthorn textbook, PhysioEx simulations, and supplemental Interactive Physiology tutorial assignments. It will be to your benefit in earning higher scores to use these as much as you can and checking your work regularly – BEFORE the exam is to occur, during office hours and/or online study sessions.

Exam Days: Details related to each exam will be provided as the course progresses. A schedule of the date of each exam and the course content to be covered on each of them is provided in this syllabus. Each exam will be administered via the ASU Bb Coursepage. Additional specific information will be provided about each exam as necessary. Each student will be expected to provide the best physical environment possible which includes:

- a consistently reliable internet connection (a hardwired Ethernet cable connection is recommended)
 - distractions will be minimal during testing conditions
 - strict time limits will be enforced and students will not be allowed to congregate together in the same location during testing
 - a limited time window for completing the exam will be available, students must plan ahead accordingly
- *No additional time extensions will be given to those who arrive late. Please be on-time. Early is better.*

Visit the restroom BEFORE you begin the quiz or exam or any other class activity which has a limited time for completion. Please communicate with me, well before the first exam, if you anticipate any problems with the procedures outlined above. If you arrive late for an exam you cannot be given additional time to finish. So... please be on time.

Exam & Quiz Preparation / Tentative Reading, and End of Chapter (EOC) Assignments / Using Your Textbook:

It is strongly recommended that you attempt to work ahead of lecture and laboratory assignments and not get behind. Weekly lab assignments requiring completion of activities outside of class will be required to be well prepared to complete lab assignments within the time allotted for completion, and the opportunity to earn maximum course points. This course requires, **and even more so in summer sessions**, a daily study commitment including attention to laboratory information as well as lecture information. It is designed to integrate both parts of the course together, so studying for one helps you understand information in the other and vice versa.

The reading assignments are NOT optional and should be completed, BEFORE the lecture or lab session in which they will be addressed and studied. Do this well in advance of the exam. READ THAT LAST SENTENCE AGAIN!

Remember too, that the integrated MAP Assessments will be based heavily upon the material covered in these assignments as well as material

being covered in lab and lecture sessions as well. These offer an opportunity to earn up to 150 points and will also help you to earn points on in-class activities, homework and ultimately – on major exams too!

Read for understanding and comprehension of the physiological topics we are exploring, not for specific memorization of facts, but for lasting understanding of physiological processes and an ability to apply them. Specific references to each of the sets of review questions used in formulating exams will be provided as the semester progresses. This is done primarily via the ASU Blackboard course page for this course. It is expected that you will check these pages regularly and frequently throughout the week. Additionally the specific references to the textbook provided included with the course topics sequence may be used to assist you in organizing and planning your studies throughout the semester. The sequence may be modified by the instructor if necessary as the course progresses, so the schedule as it is printed is tentative and subject to change as necessary.

Textbook Concept Check and End of Chapter Review Questions (EOCs) are to be used to supplement the lecture material we cover, and as such, are an excellent way of gaining mastery of the content. A large number of exam questions will come from your lecture notes and EOCs (which covers the same material). End of Chapter review (EOC) answers may be found in the section Called “Appendix A: Answers to Review Questions” and also in the end section of every chapter assigned. Please let me know if you need assistance. (See e-mail, office phone/office hours schedule on page 1 and on the Bb Coursepage). Additionally, homework and assessment activities assigned in Mastering A and P will offer useful, worthwhile and meaningful examples of questions that can be used to determine how well you have learned and understand content covered in textbook readings and assigned labwork and assignments in Interactive Physiology (IP) and PhysioEx. In some instances you could expect to see questions taken *verbatim* from any of these activities on exams. It’s a great idea to use them carefully, study and review them to make sure that you can answer every one of them (or ones very similar to them correctly every time!

Exam Checklist Questions which incorporate real-world applications of class material are often selected and used on exams as they are written. These will always be available for use on the Blackboard (Bb) Coursepage. These topics may or may not be specifically addressed in-class, but are considered fair-game for coverage on exams and/or in-class or take-home activity assignments. You are encouraged to review them carefully, attempt to answer them correctly and completely, and consult with me early and often to check your responses and to be well-prepared for these on an exam.

“Class Participation” Activities:

Periodically, throughout the course, in both lecture and lab, activities will occur such as quizzes, discussions, activities, etc., and outside of class assignments (“homework”) may be assigned and collected for grading. The points earned on these will be added to each student’s final point total in the course. (See page 4 of this syllabus)

For “in class time” activities – students must be present to earn points. For assignments, students are expected to complete them or take a quiz “in class” as announced or complete a related in class activity and to submit them at the required due date, on time. No make-ups for in-class participation or missing or late assignments will be allowed. MAP/TopHat Assessments are to be completed outside of class and between class meetings as noted and assigned. Consult with me promptly if you have any questions about this policy.

Laboratory Assignments and Policies:

The physiology lab exercises that you will participate in this semester have been designed to offer you the opportunity to gain practical experience with the topics being discussed in the lecture portion of the course in a “hands on” way. Your opportunity to learn and understand human physiology will be enhanced by your attention and active participation in the lab experience. You will see in this course how the knowledge of human anatomy you have is applied to an understanding of how the human body functions and how the various organ systems interact with one another to maintain homeostasis, otherwise known as human physiology!

Specific policies and additional laboratory information is provided through the Bio 2424 Blackboard coursepage for all lab sections being taught this semester, and during your first lab meeting of the semester. Your lab instructor will be able to answer any additional questions and provide assistance as needed throughout the semester also.

Assessments of laboratory content comprehension and mastery will be made via MAP assessments and specific exam questions and practical applications activities done during class meetings. It may seem that few if any points are earned by attending lab, but it is very unlikely that you will have a reasonable opportunity to do well on exams and other assessments if you do not attend and actively participate in lab sessions. Attendance records are kept by your lab instructor as required by the university and reported. There are no point deductions made for a missed lab – nor are there points earned simply for attending lab. But, as you will see, lab attendance – just like lecture attendance - will affect your final grade in the course. This will be directly reflected in the scores you will earn in the class – and ultimately - your final grade.

Further details about lab exam type questions will be given as the date of the first exam approaches, but do not hesitate to ask for additional information as you see fit. Lab instructors are happy to help in whatever way we can. All you have to do is ask. You will also be given additional information during the first lab meeting of the semester. Be sure to attend! Instructors will hold regular office hours and announce them so you can get extra help also. The course is also being supported by the ASU Supplemental Instruction Program. Details and opportunities to take advantage of these services will be discussed in class early in the semester.

Lecture Attendance:

The university requires that attendance be taken, since you are expected to be in class every day and are responsible for all information given and assigned. Attendance will be checked by using TopHat. Each student enrolled in the course is expected to have and use this on your smart phone or another enabled device in-class each day the class meets. Additionally, two ways may also be used during each class meeting as determined by each instructor.

1) by way of participation in a class activity which requires attendance to complete and/or

2) via a list of your ASU CID# number that will be circulated during each class (lecture and lab) meeting. You must initial the space beside your name on at least one of the circulating rosters for the day's class. If you arrive late it is your responsibility to sign the attendance sheet at the conclusion of the class. Anyone who does not initial the sheet at each day's meeting will be counted absent for that day. (An absence is defined as any time you miss a lecture for a non-sanctioned university sponsored event OR are not present to participate with your classmates when attendance is being monitored).

University policy permits students to miss classes in observance of religious holidays which may not be observed campus wide by the university community. Should you have concerns regarding how your observance may affect your ability to participate in some aspect of the course due to absence you are encouraged to discuss those concerns with your instructor prior to the absence in order to minimize its potential effects.

Points are not given in this class for perfect attendance, nor are points subtracted for excessive absences; but attendance will affect your grade in this course. Please keep reading → You penalize yourself on exams when you miss class or class assignments simply because you are missing learning opportunities. You also sacrifice coursepoints when you don't participate or complete assignments on time. On average, students who miss a single lecture "class" score 6-8% lower than the class average on exam scores. This decreases about another 6-8% for missing two "classes". Missing more than two lecture classes virtually guarantees a very poor exam score. In general it is true that students who exhibit erratic attendance or consistent class participation or completion of class assignments do not perform to their full potential and may be perceived as having a lack of interest in learning and/or completing the course. If a situation exists which is causing you to miss an excessive amount of class/class assignments I strongly encourage you discuss the situation with me as soon as possible, so I will be able to appraise your situation and offer advice and guidance as necessary. Contrary to popular belief, a student who fails to attend class is not automatically withdrawn from a course and will receive a grade which represents their performance throughout the entire semester whether they were there or not.



Academic Honesty/Plagiarism/Cheating & ASU Student Honor Code:

The Angelo State University Student Handbook contains information regarding guiding and governing of student related issues. ASU recently adopted new policies concerning student conduct. Every student is expected to read and become familiar with, and abide by the rules regarding student conduct where academic issues are concerned. It is the policy of Angelo State University that all students are expected to "engage in all academic pursuits in a manner that is beyond reproach"... and to "maintain complete honesty and integrity in their experiences both in and out of the classroom". Students in this class are expected to submit work in accord with the guidelines of academic honesty provided by the *The Angelo State University Student Handbook* in addition to any assignment specific guidelines or policies provided by the course instructor. The student(s) found to be submitting a completed assignment, exam, report, paper, etc., that is shown to be in offense to any of the policies given below, as well as student(s) who assisted or who were otherwise involved in the violation such as those who may have allowed their work to be copied, etc. will not receive credit for the activity, assignment etc. Furthermore, any student observed by the instructor to be willfully copying from another student during an exam/ quiz or otherwise engaged in using devices not allowed by the instructor during an examination will not receive credit for the examination/quiz, (i.e. a grade of "0" will be entered). All incidents constituting violation of the ASU Student Honor Code will be reported to the appropriate administrative authority. In each case of suspected academic dishonesty the student will also be subject to further disciplinary action by the university and dismissal from the course. In each case of suspected academic dishonesty the student will also be subject to further disciplinary action by the university and dismissal from the course. -- see the [ASU Student Honor Code](http://www.angelo.edu/forms/pdf/honorcode5.pdf) posted at <http://www.angelo.edu/forms/pdf/honorcode5.pdf>, or as a physical copy in all administrative offices on campus or at the ASU Porter Henderson Library)

Withdrawal From the Course: Contrary to what many students believe, you are not automatically withdrawn from a course if you cease to attend lectures or labs. If you wish to discontinue participation in a course you must formally withdraw from the course. Failure to do this can result in a grade of F appearing on your academic transcript. A written or electronic form is required to be submitted and may be obtained after consultation with your lecture instructor. **The last day to withdraw from classes for the Summer II 2020 semester is 5 p.m. Friday, July 24th.**

Students with Disabilities: Angelo State University is committed to the principle that no qualified person shall, on the basis of disability, be excluded from the participation in or be denied the benefits of the services, programs, or activities of the University, as required by the Americans with Disability Act of 1990. However, Angelo State University does not waive the published degree requirements for students. All students at Angelo State University must have the capacity and ambition to undertake, with reasonable assistance from the faculty and

administration, the academic challenges necessary to fulfill the academic requirements for the degree or certification programs which they are pursuing. If you believe your success in the course is at risk due to a disability, it is your responsibility to arrange a meeting with me by the end of the 1st day of class, so that we may further assess your situation **and arrange communication with the Dean of Student Life and your academic advisor and/or department head.** Any and all accommodations will require documented, verifiable evidence from an accredited professional specific disability expertise.

Persons with disabilities which may warrant academic accommodations must contact the Student Life Office, Room 112 University Center, in order to request such accommodations prior to any accommodations being implemented. You are encouraged to make this request no later than the end of the second day of the semester, so that appropriate arrangements can be made.

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

E-Mail: michelle.boone@angelo.edu

Please 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.

For "A" students only. The fact that you're reading this shows that you have the potential to be an "A" student. In fact, I would like for every student in this class to *earn* an A. Read that again....Shocking isn't it? Yes, believe it or not I want you to do well and if you're reading this, I sincerely believe you have the potential to do well in this class. I will do everything in my power to help you earn the grade you want, but you'll have to do your part too which means **studying** for complete understanding and **learning** beyond just memorizing the facts. The truth is, that the online learning environment we now find ourselves "living in", makes this even more difficult, but not impossible. Time will be provided during each week of the semester to communicate with me, your classmates and our ASU Tutors and SI Leader who enthusiastically support and care about your learning this semester.

A lot of students after an exam say, "but I *knew* the material," and are truly bewildered by a grade lower than they anticipated. The problem is that there's a big difference between understanding something you hear and/or read and knowing it. "Knowing it really means much more than being able to simply recall facts and memorized information. Understanding is what has to come first, but knowing is beyond even that. Knowing requires being able, without reference, to (1) repeat what you hear/read, accurately and completely, AND (2) use what you've heard/read to figure out things you've never seen before at all! Knowing requires a degree of familiarity and usefulness of the material that cannot occur overnight. Cramming doesn't work. The faculty who teach this course suggest you spend "quality time" with physiology everyday. Also don't be deceived by the large amounts of free time in your schedule. They simply do not exist, particularly during the time compressed summer sessions!

The general rule of 3 hrs of study a week for each hour of course credit is no joke. Such experiences have led to the classification of a person carrying 12 semester hours as a full-time student.

$$12 + 3(12) = \text{a 48 hour work week}$$



Or to put it differently **75% of what you accomplish is MOSTLY done on your own. Online learning requires every bit of this commitment of your time and probably even more, since you have to rely on your own self-discipline and work ethic to get it done.** Time spent in "class presentations" and in lab simulations is intended to guide, facilitate, and clarify your learning of course content. But, don't forget that simply getting these "finished" to move on to another assignment or activity doesn't necessarily mean you actually know and can correctly use or apply the course material. Use self-assessments to check your comprehension and ability to get a sense of where you are in that process often.

This may be vastly different from your experience in high school or other courses. Our suggestion...get a calendar, mark all your exam dates on it, and prepare a weekly schedule of study/play/work time.

So how do you become an “A” student? In short all it takes is hard work, self discipline, and thoughtful and efficient time management. If you feel you need further assistance, please feel free to call my office or better yet, shoot me an e-mail and we’ll discuss the situation.

You are welcome to visit with me in this manner as often as you like. Office hours are scheduled directly for this purpose, but additional times may be arranged also. All you *must do*, is ask.

THE TOP THIRTEEN Do’s And Don’ts For This Course:

- 13. **Do expect to have fun and be challenged as you learn human physiology .**
 - 12. **Do expect your instructor to be interested in your progress and willing to help you individually.**
 - 11. **Do n ’ t e x p e c t YOUR INSTRUCTOR to know when you’re having problems and need extra help. You must ask and identify the specific area so we will have a place to start from in helping you.**
 - 10. **Do read the assigned readings BEFORE you come to lab to be prepared to get the most out of your time in CLASS EXAMS Quizzes and OTHER opportunities to earn points are reflected in these**
 - 9. **Do expect to take notes and to pay attention to the details presented by your instructors. Not everything you might need to study is in the books or on the web resources – Come to class!!**
 - 8. **Do n ’ t w a i t until A DAY OR SO before an exam to get serious about preparing for the exam.**
 - 7. **Do n ’ t p r o c r a s t i n a t e , - Do the assigned readings, REQUIRED ASSESSMENTS and review guides BEFORE & after every CLASS SESSION as soon as you can. Make good time management a priority!**
 - 6. **Do seek extra help if needed..**
 - 5. **Do work through the EXAM CHEKLIST AND TEXTBOOK EOC questions assigned and practice answering the questions on them in writing.
Use these as samples of questions that you could expect to see ver batim or variations of on exams. BRING THEM IN DURING OFFICE HOURS TO DISCUSS OR GET EXTRA HELP WITH THEM.**
 - 4. **Do n ’ t e x p e c t to see every question from EOC or MAP assignments, lab reports etc. on exams.
Exams are samples of the larger body of material presented in a given period of time in a course . It is impossible, given time constraints to ask every single thing that you may have studied for an exam. Nevertheless it is always better to study more of the material, than less. Remember also, that any material assigned and especially that which has been covered in class will form the majority of the material test questions will be derived from..**
 - 3. **Do expect to see questions you have never seen before on exams.
Physiology is not only about learning factual information, but it is also heavily concerned with being able to truly understand this information and apply it to practical situations or scenarios . Students that are more accustomed to success in courses where “memorizing” facts is emphasized will find it necessary to adjust their study habits. Learning to anticipate questions that require application of the information they have been studying will make YOU more successful in this course.**
 - 2. **Do n ’ t s u f f e r i n s i l e n c e ! There isn’t a single faculty member associated with this course who isn’t willing to help you in any way they can to be successful. All you have to do is ask. Let us help you to help yourself. Your success and satisfaction with your accomplishments is our universal and primary goal.**
- And ... ABOVE ALL ELSE...
- 1. **DO REMEMBER ... Wish FOR THE GRADE YOU WANT AND THEN, WORK FOR IT.**

Education works BEST, with highly motivated, willing and enthusiastic participants!!!



Bio 2324/2124 Human Physiology – Summer II 2020

Anticipated Sequence of Lecture Topics and Referenced Reading Assignments

<u>Topic(s):**</u>	<u>Textbook Reference:</u>	<u>EOC Review Questions:</u>
Course Policies, Tips and Intro to Science & Physiology	Ch.1	1-14, 12-14, 17
Tissues/Organ Systems, Characteristics of Life and Homeostasis	Ch.6	1-4, 7-22
Cell Physiology:		
Organization and Biochemistry ^	Ch.2	5-7,11c, 12-20
Cell Structure and Function ^	Ch.3	1-12,17-19, 21-27, 29-31
Membrane Transport Processes	Ch.5	1-12, 18-23, 26-28, 31-33
Cell Metabolism & Metabolic Principles	Ch.4	1-3,5-16,18,20,21,27
	Ch.22	1-17,19,22-24,26,27,31,32
Digestive Physiology	Ch.21	1-14,18-23
Nervous System Physiology:		
Nervous Tissue & Organization Overview^	Ch.8	1-12,14-17,19,21-27,30-31,33
Membrane Potentials and Impulse Communication	Ch.5	(see previous Q's above)
Nerve Impulse Conduction		
Central Nervous System (Functional Regions^)	Ch.9	1-19, 22-23, 25-31,33
Sensory Physiology: General and Special	Ch.10	1-14,17-21,28,30-32,35-39
Peripheral Nervous System (Somatic, Enteric, Autonomic)	Ch.11	1-12,15-16,19
Muscle Physiology and Control of Body Movement	Ch.12	1-19,22-25, 28-29,31-33
	Ch.13	1-15,18,19,21,22
Cardiovascular Physiology:		
Cardiac Physiology	Ch.14	2-11,13-24, 26-28
Blood Flow and Pressure	Ch.15	1-20, 23-29, 31-33, 35
Blood	Ch.16	1-10,12,14-18
Respiratory Physiology	Ch.17	1-21, 23-25,28-29. 32
Gas Exchange & Transport	Ch.18	1-9, 11-14,17-22, 24.28-30
Kidney Physiology	Ch.19	1-14,17-20,24-25,27
Fluid & Electrolyte Balance	Ch.20	1-3,6-9,11-18,20,22,25-28,30
Reproductive Physiology	Ch.26	To Be Announced
Endocrine and Immune Systems Overview	Ch.7	To Be Announced
	Ch.22	To Be Announced

Tentative Exam Dates:

Lecture/Lab Exam I – Monday July 15 Time TBA

Lecture/Lab Exam II – Monday July 22 Time TBA

Lecture/Lab Exam III – Monday July 29 Time TBA

Lecture/Lab Exam IV – Wednesday August 7 Time TBA

** Topics appear in the approximate order in which they will be covered.



In this course you will be using MasteringAandP™, an online tutorial and homework program that we will use to help you “master” the course material and as a easy to use means of self-assessment. Remember also, grades in these activities will be used as an “averaged in” component 10% of the final course grade. They may then, negatively affect your grade if you don’t complete them.

What You Need:

- ✓ **A valid ASU email address (Use your ASU e-mail address when prompted)**
- ✓ **A student access code** (Comes in the Student Access Kit available separately in your school’s bookstore or online. Otherwise, you can purchase access online at www.masteringaandp.com.)
- ✓ **The ZIP code for your school: _____76909_____**

- ✓ **A Course ID: _____griffin24895_____ (←This is ours)**

1. Register

- Go to www.masteringaandp.com and click **New Students** under **Register**.
- Click **Continue** under **Step 1**.
- **License Agreement and Privacy Policy:** Click **I Accept** to indicate that you have read and agree to the license agreement and privacy policy.
- Select the appropriate option under “Do you have a Pearson Education account?” and supply the requested information as listed above. Upon completion, the **Confirmation & Summary** page confirms your registration. This information will also be emailed to you for your records. You can either click **Log In Now** or return to www.masteringaandp.com later.

2. Log In

- Go to www.masteringaandp.com.
- Enter your Login Name and Password and click **Log In**.

Enroll in Your Instructor’s Course (SEE ABOVE) and/or Access the Self-Study Area

Upon first login, you’ll be prompted to do one or more of the following:

- **Join your online course** by entering your instructor’s MasteringAandP Course ID (**SEE ABOVE**).
- Enter your ASU Student ID. Your instructor *may* request that you enter a special Student ID for this course. If so, be sure to enter this information EXACTLY as instructed.

Congratulations! You have completed registration and have enrolled in your instructor’s MasteringAandP course. To access your course from now on, simply go to www.masteringaandp.com, enter your Login Name and Password, and click **Log In**. If your instructor has created assignments, you can access them in the **Assignments Due Soon** area or by clicking **View All** in this area. Otherwise, click on **Study Area** to access self-study material. Assignment may be made at the end of this first week – for next week, so try this ASAP and make sure you can do so successfully before then. If you have problems the best thing to do is use the information in the section below to get help from the people managing this webpage. You may also contact me and I’ll help as much as I can.

Support

Access Customer Support at www.masteringaandp.com/support, where you will find:

- System Requirements
- Answers to Frequently Asked Questions
- Additional contact information for Customer Support, including Live Chat

Bio 2324/2124: Human Physiology Lab & Exam Schedule - Summer Session II 2020

Topical Sequence & Dates: *subject to minor change as necessary*

Week 1:

July 6-10 **Tu** Introduction, Orientation, Policies and Fundamental Physiological Principles
W Cell Physiology and Movement Through Cell Membranes
Th Glucose Tolerance Testing and Metabolic Applications

Week 2:

July 13-17 **EXAM I -- Monday July 13th**

Tu * Mechanical vs. Chemical Digestion & Selected Examples of Enzymatic Digestion
W * Basic Neuroanatomy Review and Fundamentals of Neurophysiology
Th * Human Reflex Arc Considerations, Functions, and Reaction Time Assessments

Week 3:

July 20-24 **EXAM II -- Monday July 20th**

Tu ** Sensory Physiology I: Cutaneous, Auditory & Tactile
W ** Sensation Sensory Physiology II: Vision Considerations and Vestibular Labyrinthine Reflexes
Th ** Muscle Contractility Simulation Exercises and Analysis

Week 4:

Jul 27-31 **EXAM III -- Monday July 27th**

Tu *** Cardiac Physiology Experiments Using The Amphibian Model and Microcirculation
W *** Blood Analysis & Basic Hematology, Human Cardiovascular Dynamics and
Electrocardiography
Th *** Respiratory Function Tests & Volume Determinations, Selected Exercise Physiology
Applications

Week 5:

August 3-5 **Tu** Renal Function Tests and Urinalysis
EXAM IV -- Wednesday August 5th

- * **Begins / Includes Exam II Material**
- ** **Begins / Includes Exam III Material**
- *** **Begins / Includes Exam IV Material**

Biology 2324/2124 Human Physiology - Summer II 2020
Student Information & Agreement Sheet - Angelo State University

I, _____, (print/type your name) have read the information contained in the Biology **2324/2124 Human Physiology** course syllabus for the **Summer II 2020 Semester** at Angelo State University and fully understand the expectations, requirements, and regulations for completing this course successfully. In addition, I pledge to maintain the highest standards of academic honesty, integrity, and discipline while I am enrolled in this course.

Date Bio2123/2323 Human Anatomy (or equivalent was completed) _____.

LAB section (Instructor, day, time,) (**required**): _____.

Academic major (**required**): _____.

Classification (**required**): _____.

ASU ID# _____.

Hometown _____.

ASU Email and other addresses you check regularly (**required**):

_____.

Phone # (optional) _____. In some rare cases I have found it necessary to contact a student.

I acknowledge that I understand and am responsible for the material contained in the syllabus.

SIGNATURE: _____. **TODAY'S DATE:** _____

