Course Information

Course Description
This is a laboratory course to accompany HSP 2301. The lab activities focus on basic chemical organization, cell and tissue structure and function; and the study of the skeletal, muscular, and nervous systems.

Course Credits
1

Prerequisite and Co-requisite Courses
HSP 2301

Prerequisite Skills
Accessing Internet websites, using ASU Library resources, accessing and using Connect and Body Viz, and proficiency with Microsoft Word and/or PowerPoint are expectations of the HSP 2101.

Program Outcomes
Upon completion of the program of study for Anatomy and Physiology, the graduate will be prepared to:
Student Learning Outcomes

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

Course Delivery
This is a face-to-face course with learning resources and supplemental materials posted in Blackboard. You are expected to attend class unless you have a University approved excuse.

Required Texts and Materials

Technology Requirements
To successfully complete this course, students need access to McGraw Hill Connect.

To participate in one of ASU’s distance education programs, you need this technology:

- A computer capable of running Windows 7 or later, or Mac OS X 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 tests and Collaborate sessions)
- Webcam
Refer to Angelo State University's Distance Education website for further technology requirements: [Angelo State University's Distance Education Website](#)

### Course Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Assignment due @ 11:59 p.m.</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-29-2021</td>
<td>• Attendance quiz 1 (6 pts) • BodyViz 1 Intro &amp; Anatomical Terms (10 pts)</td>
<td></td>
</tr>
<tr>
<td>2-5-2021</td>
<td>• BodyViz 2 Integumentary System (10 pts) • Virtual Lab 1 Tutorial (10 pts) • Virtual Lab 2 Applying the Scientific Method (10 pts)</td>
<td>Chapter 6 Integumentary System</td>
</tr>
<tr>
<td>2-12-2021</td>
<td>• Attendance quiz 2 (6 pts) • LearnSmart Chapter 6 (25 pts) • Virtual Lab 3 Lab Safety (10 pts) • Virtual Lab 4 Microscopy – Operation of a Microscope</td>
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<tr>
<td><strong>2-18-2021</strong></td>
<td><strong>Bonus Chapter 6</strong></td>
<td></td>
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<tr>
<td><strong>2-19-2021</strong></td>
<td><strong>Lab Exam 1 – Ch. 6 @ 8 a.m. (50 Points)</strong></td>
<td></td>
</tr>
<tr>
<td>2-26-2021</td>
<td>• Attendance quiz 3 (6 pts) • Body Viz 3 Skull, Vertebral Column and Thoracic Cavity (10 pts) • Virtual Lab 5 Handwashing (10 pts)</td>
<td></td>
</tr>
<tr>
<td>3-5-2021</td>
<td>• Attendance quiz 4 (6 pts) • Body Viz 4 Pectoral Girdle and Upper Limb (10 pts)</td>
<td>Chapter 8 Skeletal System: Axial and Appendicular Skeleton</td>
</tr>
<tr>
<td>3-12-2021</td>
<td>• Attendance quiz 5 (6 pts) • Body Viz 5 Pelvic Girdle and Lower Limb (10 pts) • LearnSmart Chapter 8 (25 pts) • Virtual Lab 6 Skeletal Muscle – Electrical Stimulation (10 pts)</td>
<td></td>
</tr>
<tr>
<td><strong>3-19-2021</strong></td>
<td><strong>Bonus Chapter 8</strong></td>
<td></td>
</tr>
<tr>
<td><strong>3-19-2021</strong></td>
<td><strong>Lab Exam 2 – Chapter 8 @ 8 a.m. (100 Points)</strong></td>
<td></td>
</tr>
<tr>
<td>3-26-2021</td>
<td>• Attendance quiz 6 (6 pts) • Body Viz 6 Muscular System (10 pts) • Virtual Lab 7 Skeletal Muscle Shoulder and Elbow Movements &amp; Exercises (10 pts)</td>
<td>Chapter 11 Muscular System: Axial and Appendicular Muscles</td>
</tr>
<tr>
<td>Date</td>
<td>Activities</td>
<td></td>
</tr>
<tr>
<td>------------</td>
<td>-----------------------------------------------------------------------------</td>
<td></td>
</tr>
</tbody>
</table>
| 3-26-2021  | • Attendance quiz 7 (6 pts)  
• Body Viz 7 Muscles of the Head and Neck (10 pts)  
• Virtual Lab 8 Electromyography – Motor Unit Recruitment (10 pts) |
| 4-9-2021   | • Attendance quiz 8 (6 pts)  
• Body Viz 8 Respiration, Back, and Abdominal Muscles (10 pts)  
• LearnSmart Chapter 11 (25 pts)  
• Virtual Lab 9 Electromyography – Time to Fatigue (10 pts)  
• Virtual Lab 10 – Nervous System Demonstrate Monosynaptic Reflexes |
| 4-15-2021  | **Bonus – Chapter 11**                                                      |
| 4-16-2021  | • Lab Exam 3 – Chapter 11 @ 8 a.m. (100 Points)  
• Virtual Lab 11 Eye and Vision – Eye Dissection (10 pts) |
| 4-23-2021  | • Attendance quiz 9 (6 pts)  
• Body Viz 9 Cerebrum (10 pts)  
• Body Viz 10 Brain Support and Function (10 pts)  
• Virtual Lab 12 Eye and Vision – Convergence Reflex (10 pts) |
| 4-30-2021  | • Attendance quiz 10 (6 pts)  
• Body Viz 11 Diencephalon, Cerebellum, Spinal Cord (10 pts)  
• Body Viz 12 Cranial and Spinal Nerves (10 pts)  
• Body Viz 13 Cranial Nerves (10 pts)  
• LearnSmart Chapter 13 (25 pts)  
• Virtual Lab 13 Eye and Vision – Accommodation of the Lens (10 pts) |
| 5-6-2021   | **Bonus Points Chapter 13**                                                 |
| 5-7-2021   | • Lab Exam 4 Chapter 13 @ 8 a.m. (100 Points)  
• Virtual Lab 14 Eye and Vision – Blind Spot Demonstration (10 pts)  
• Virtual Lab 15 Eye and Vision – Color Vision Test (10 pts) |

Chapter 13: Nervous System: Brain and Cranial Nerves
Virtual Lab 16 Eye and Vision – Visual Acuity Test (10 pts)

Communication
Faculty 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. 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>Percent/Points of Total Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 Exams</td>
<td>350</td>
</tr>
<tr>
<td>Final Exam</td>
<td>200</td>
</tr>
<tr>
<td>Virtual Labs (10 points each)</td>
<td>160</td>
</tr>
<tr>
<td>LearnSmart Assignments (25 points each)</td>
<td>100</td>
</tr>
<tr>
<td>Body Viz Lab Quiz</td>
<td>130</td>
</tr>
<tr>
<td>Lecture Video Quizzes</td>
<td>60</td>
</tr>
<tr>
<td>TOTAL</td>
<td>1000</td>
</tr>
</tbody>
</table>

This course is graded strictly on points NOT percentages. The amount of points you earn determines your grade in the course. I DO NOT ROUND UP GRADES at the end of the semester. 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.

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

The following grading scale is in use for this course:

A = 900.00-1000 points
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

Body Viz Lab Quizzes
Quizzes will open at 12:00AM (Midnight) on the dates below and will close at 11:59PM on the dates below. You can use your notes or books when taking the quizzes, however you may not use the assistance of another person to complete the quizzes. Each quiz has a 30-minute time limit.

Virtual Labs: 16 labs worth 10 points each for a total of 160 points
These virtual labs are accessed via Connect and are designed to help you better understand concepts discussed in HSP 2101 and 2301. There are 16 labs covered this semester. Each lab is worth 10 points for a total of 160 points. To receive all 10 points, you must complete the activity completely and correctly.

LearnSmart Assignments: 25 points each chapter for a total of 100 points
Each chapter covered this semester has a LearnSmart assignment 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. The LearnSmart assignments typically give you a window of 3-4 days to complete. No late assignments will be accepted and each assignment closes at 11:59 of the assigned date.

Attendance quizzes: 60 points (10 quizzes / 6 points each)
There will be short quizzes administered. Your grade for these quizzes is dependent on you coming to class to get the password. The questions in the attendance quizzes will be covered during class.

**Practice Questions – Chapters 6, 8, 11, 13 – 40 Bonus Points Possible**

These practice questions are optional to help you review and prepare for your exams. 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 exam. For example, the practice questions for chapter 8 is due on 10-6-2020 at 8:00AM. There will be no exceptions and there will be no other bonus points awarded during the semester.

**Assignment Submission**

All assignments MUST be submitted through the Assignments link in the Blackboard site. 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 kristi.white@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!

**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](#)
Required Use of Masks/Facial Coverings by Students in Class At ASU

As a member of the Texas Tech University System, Angelo State University has adopted the mandatory **Facial Covering Policy** to ensure a safe and healthy classroom experience. Current research on the COVID-19 virus suggests there is a significant reduction in the potential for transmission of the virus from person to person by wearing a mask/facial covering that covers the nose and mouth areas. Therefore, in compliance with the university policy students in this class are required to wear a mask/facial covering before, during, and after class. Faculty members may also ask you to display your daily screening badge as a prerequisite to enter the classroom. You are also asked to maintain safe distancing practices to the best of your ability. For the safety of everyone, any student not appropriately wearing a mask/facial covering will be asked to leave the classroom immediately. The student will be responsible to make up any missed class content or work. Continued non-compliance with the Texas Tech University System Policy may result in disciplinary action through the Office of Student Conduct.

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.

Food and Drink Policy

Only bottles of water or water in containers with lids are allowed in the HHS building.

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**.³

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  
Director of Student Disability Services  
Office of Student Affairs  
325-942-2047  
dallas.swafford@angelo.edu  
Houston Harte University Center, Room 112

**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.

In your discussions and/or your papers, it is unacceptable to copy word-for-word without quotation marks and the source of the quotation. It is expected that you will summarize or paraphrase ideas giving appropriate credit to the source both in the body of your paper and the reference list.

Papers are subject to be evaluated for originality. Resources to help you understand this policy better are available at the ASU Writing Center.
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.

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.

Student Learning Outcomes

Gaining a basic understanding of the subject (e.g., factual knowledge, methods, principles, generalizations, theories)
Learning to apply course material (to improve thinking, problem solving, and decisions)
Developing specific skills, competencies, and points of view needed by professionals in the field most closely related to this course

End of Syllabus

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