

# HSP 2101

## Human Anatomy and Physiology I Lab

### Summer I 2022

### Section D1Z

### (Tuesday – Thursday) 2:00 – 4:50 pm

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*Archer College of Health and Human Services*

**Instructor:** Mr. Kelley Cooper, M.Sc.

**Email:** [kcooper20@angelo.edu](mailto:kcooper20@angelo.edu)

**Class Time:** 2:00 pm – 4:50 pm, TWR

## 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

<b>Student Learning Outcome</b> By completing all course requirements, students will be able to:	<b>Assignment(s) or activity(ies) validating outcome achievement:</b>
<b>Identify Anatomical terminology and parts of the cells</b>	Lab Module 1 & 2 Assignments & Exams
<b>Identify and explain the components of the integument system and histology.</b>	Lab Module 3 & 4 Assignments & Exams
<b>Identify and explain the bones of the axial and appendicular skeleton.</b>	Lab Module 5 & 6 Assignments & Exams
<b>Identify and explain the muscles that compose the human body.</b>	Lab Module 7 & 8 Assignments & Exams
<b>Identify and explain the parts of the brain, spinal cord and sense organs and how they function.</b>	Lab Module 9 & 10 Assignments & Exams

## 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

Anatomy & Physiology Lab Manual (Top Hat)

TopHat Classroom subscription (used for Lecture and Lab)

## Technology Requirements

To successfully complete this course, students need access to Top Hat.

**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 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 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](#)

## 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.

Assessment	Percent/Points of Total Grade
4 Test (100 points each)	400
Final Exam	200
Pre-Lab Reading Assignments (10 x 5 points) TH	50
Attendance (10 x 5 points) TH	50
Clinical Correlations (10 x 10 points) BB	100
In Class Lab Activities (10 x 20 points) BB	200
TOTAL	1000

**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

B = 800.00-899.99 points

C = 700.00-799.99 points

D = 600.00-699.99 points

F = 0-599.99 points (Grades are not rounded up)

## **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**

### **Clinical Correlations Assignments (10 assessment worth 10 points each)**

Clinical correlations will incorporate imaging (X-rays, CT scans, BodyViz), cadaver pictures and patient case studies. Assignments will also feature disease and disorders associated with each body system that we cover in lab. Clinical correlations assignments will be completed in Blackboard will close at 11:59 PM on the dates listed in the course schedule. 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 assignment will take 10-30 minutes to complete. You have 2 attempts at each assignment. However, the last attempt will be graded.

### **Pre-Lab Reading Assignments: (10 readings worth 5 points each)**

Pre-Lab reading assignments in the TopHat software will introduce you to the topics that will be covered in lab. The reading assignment is graded 50% on completion and 50% answering the questions in the reading assignment completely. Unlimited attempts are allowed on reading

assignments. No late assignments will be accepted and each assignment closes at 11:59 the day before the weekly lab (Monday @ 11:59 p.m.).

### **In Class Lab Activities: 10 modules worth 20 points each**

In class lab activities are hands on or computer-based assignments that will reinforce the materials covered during lab class. In class Lab activities modules will be completed in Blackboard. YOU ARE REQUIRED TO BE IN THE CLASS ROOM TO RECEIVE THE LAB ACTIVITY POINTS.

### **Bonus – 10 bonus modules worth 5 points each**

These practice questions are optional and are there to help you review and prepare for your lab test. This is your chance to receive 50 extra bonus points. Each lab module bonus are worth 5 bonus points (50 total bonus points possible). The number of questions you correctly complete determines how many bonus points you receive. All practice questions are due at 11:59 p.m. the day before the corresponding test. There will be no exceptions and there will be no other bonus points awarded during the semester.

### **Attendance – 10 activity days worth 5 points each**

During each class, I will take attendance through TopHat.

### **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](mailto: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.

# 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](#)<sup>1</sup>
- [Angelo State University Catalog](#)<sup>2</sup>

## 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.

## 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](#).<sup>3</sup>

## 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](mailto:ADA@angelo.edu). For more information about the application process and requirements, visit the [Student Disability](#)

[Services website](#).<sup>4</sup> 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](mailto: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](#)<sup>5</sup> for more information.

## **Plagiarism**

Plagiarism is a serious topic covered in ASU's [Academic Integrity policy](#)<sup>6</sup> 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](#).<sup>7</sup>

## **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](#)<sup>8</sup> 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 genderbased 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](http://www.angelo.edu/incident-form)

Face to face: Mayer Administration Building, Room 210

Phone: 325-942-2022

Email: [michelle.boone@angelo.edu](mailto: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 (325942-2371), the 24-Hour Crisis Helpline (325-486-6345), or the University Health Clinic (3259422171).*

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

<sup>1</sup> <https://www.angelo.edu/student-handbook/>

<sup>2</sup> <https://www.angelo.edu/catalogs/>

<sup>3</sup> <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

<sup>4</sup> <https://www.angelo.edu/services/disability-services/>

<sup>5</sup> <https://www.angelo.edu/content/files/14197-op-1011-grading-procedures>

<sup>6</sup> <https://www.angelo.edu/student-handbook/community-policies/academic-integrity.php>

<sup>7</sup> [https://www.angelo.edu/dept/writing\\_center/academic\\_honesty.php](https://www.angelo.edu/dept/writing_center/academic_honesty.php)

<sup>8</sup> <https://www.angelo.edu/content/files/14206-op-1019-student-absence-for-observance-of>