

The following sample course syllabus is a guideline. The items listed below are essential topics that need to be covered.

School Name

Department

Course Title & #

Trimester/Year

Instructor

Office

Office Phone

Home Phone (optional)

Email

Office Hours

Lecture Labs

Course Descriptions

Required Textbooks

Supplemental Materials

Learning Outcomes

Course Objectives

Title IX

Faculty Vision

Attendance

Cell Phones and Food

Academic Dishonesty

Academic Accommodation Procedure

Examinations

Laboratory Assignments/Reports

Quizzes

APA Citation Style

Grading

Lecture Outline/Schedule

ADVENTIST UNIVERSITY OF HEALTH SCIENCES
Department of Health and Biomedical Sciences

BIOL 102-X, ANATOMY AND PHYSIOLOGY II
Spring 2015

Instructor: Tom Jones, D.A.
Office: 100 General Education Building
Office Phone: 407.-303.7747 ext. 110-0000
Email: tom.jones@ADU.edu
Office Hours: M, F 9:00 a.m. -12:00 p.m. W, TH 2:00-4:00 p.m.
Lecture: T, TH 11:10 a.m. -12:35 p.m.
Classroom: CC 227
Credit Hours: 3

COURSE DESCRIPTION: Anatomy and Physiology II (BIOL 102) is a study of the structure and function of the human body. This second half of Anatomy and Physiology covers the structure and function of endocrine, cardiovascular, respiratory, urinary, digestive, and reproductive systems. The course will cover both theoretical and practical applications of anatomy and physiology through lectures, demonstrations, and discussions. There will be 85 minute classes two times a week. This course is geared for those interested in health professions. A grade of a C in Anatomy and Physiology I is the prerequisite for Anatomy and Physiology II.

REQUIRED TEXTBOOKS:

Saladin, K. (2014). *Anatomy & Physiology The Unity of Form and Function* 7th ed.
McGraw-Hill.

LEARNING OUTCOMES: The faculty of Adventist University of Health Sciences have identified seven learning outcomes which they want to be demonstrated in their graduates. The seven learning outcomes are the following:

1. Caring
2. Communication
3. Critical thinking
4. Ethical/Moral
5. Lifelong learning
6. Professional expertise
7. Service to community

For more details see www.ADU.edu/about/learningoutcomes. Not all of the seven learning outcomes will be demonstrated in all the courses. The learning outcomes demonstrated in Anatomy and Physiology II are communication, critical thinking, and lifelong learning as identified in the objectives below.

COURSE OBJECTIVES: During the trimester the student will:

1. Demonstrate proficiency of the English language by preparing reading reports based on biological articles. (communication)
2. Demonstrate information literacy by preparing reading reports based on biological articles. (lifelong learning)
3. Demonstrate understanding of anatomy and physiology by passing exams.

4. Integrate learning across content areas of anatomy and physiology through discussions and exam questions. (critical thinking)
5. Become better stewards of their body through knowledge of diseases and nutrition.

TITLE IX: Adventist University of Health Sciences (“University”) is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free of discrimination on the basis of sex. The University considers Sex Discrimination in all its forms to be a serious offense. Sex Discrimination constitutes a violation of the Title IX policy, is unacceptable, and will not be tolerated.

Sexual Harassment, whether verbal, physical, or visual, is always inconsistent with the mission and expectations of the University, and may constitute a form of Sex Discrimination and is in violation of this policy. Sexual Harassment also includes Sexual Violence/Assault. Definitions and examples of specific conduct that constitutes Sexual Harassment and Sexual Violence/Assault are set forth in the full **Title IX Policy and Complaint Resolution Procedures**.

An inquiry or complaint shall be reported to the Title IX Coordinator, Starr Bender, or the Deputy Title IX Coordinator, Karen Ordelheide (Denver Campus). The complaint should include:

1. Date(s) and time(s) of the alleged sex discrimination
2. Names of all persons involved, including possible witnesses
3. Details outlining what happened
4. Contact information for the complainant

Starr Bender	starr.bender@adu.edu	All Campuses	407-303-5764
Katie Shaw	katie.shaw@adu.edu	Denver Campus Only	303-765-6271

FACULTY VISION: My hope for this class is that through student-instructor and student-student interactions, each one involved will be nurtured and will grow in excellence, stewardship and spirituality.

ATTENDANCE: Attendance is expected at each lecture. Unexcused absences are not acceptable in this course and a student’s grade will be jeopardized accordingly. An extra 10 points will be added to a student’s final grade for being on time to class every day.

CELL PHONES AND FOOD: To show courtesy and respect to the instructor and to other students in the classroom, cell phones must be turned off during class time and no food will be allowed in the classroom.

ACADEMIC DISHONESTY: Academic dishonesty will not be tolerated. See the Academic Bulletin for more details.

ACADEMIC ACCOMMODATION PROCEDURE: Students seeking accommodations must first contact the Office for Students with Disabilities (OSD) located within the Center for Academic Achievement (CAA), prior to or at the beginning of the trimester.

The student must provide the OSD the requested current, official documentation related to his or her disability. That documentation will be used to determine the type and extent of accommodation that is most reasonable and effective for that student. All forms can be found online at *my.adu.edu* under The Center for Academic Achievement (CAA) or within the CAA department.

If all forms have been completed, criteria met, and accommodations granted, the OSD will then notify each of the student's instructors of the accommodations that should be provided. The processing time for these forms is approximately two weeks.

EXAMINATIONS: Examinations will consist of six lecture exams and one comprehensive final exam. The lowest exam score will be discarded. Examinations must be taken during the scheduled period and cannot be made up. Exam questions will be both subjective and objective.

QUIZZES: Twelve quizzes will be given throughout the trimester during lecture. The two lowest quiz scores will be discarded. The quizzes will include information covered in the previous lecture. No missed quizzes may be made up.

READING REPORTS: Five reading reports are assigned at various intervals throughout the trimester (see class schedule for due dates). Each report must be one page in length and must be submitted via the CANVAS drop box. The report must have a formal reference at the top of the page as a title, a paragraph containing the purpose of the article, a paragraph on the major points, and a paragraph with personal comments. Each report must be based on a two or more paged article from a biological journal that was written within the last five years. Late assignments will receive reduced points.

Reference Format:

Author's last name, Author's first initials. (year). Title of article. *Name of Journal*,
Volume number, page numbers.

Example of Format:

Wulfsohn, D et. al. (2004). Postnatal growth of cardiomyocytes in the left ventricle of the rat.
The Anatomical Record, 277, 236-247.

APA CITATION STYLE: Authors cite sources used in a publication in order to give credit to the ideas they have incorporated in their own work. This is necessary to avoid plagiarism. There are a range of styles available. The style one uses is dependent on the discipline or class for which an individual is writing. The MLA, APA, and Chicago are commonly used styles. The MLA style is from the Modern Language Association and is commonly used in the humanities. APA is from the American Psychological Association and is generally used for papers prepared for the social sciences, while history scholars use the Chicago and Turabian styles.

Adventist University of Health Sciences recommends that the APA style be followed for writing assignments and official University documents.

Citation instructions for the APA style can be obtained at <http://www.apastyle.org/>

GRADING: Your grade will be determined as follows:

80% of grade:

6 Sectional Exams (100 points each)	600 points
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20% of grade:

5 Reading Reports (10 points each)	50 points
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10 Quizzes (10 points each)	100 points
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Total	750 points
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Grading scale:

A	92.5-100
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A-	89.5-92.4
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B+	86.5-89.4
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B	82.5-86.4
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B-	79.5-82.4
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C+	75.5-79.4
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C	69.5-75.4
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D+	65.5-69.4
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D	59.5-65.4
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D-	54.5-59.4
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F	Below 54.5
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The last day to drop a class with no record is Friday, January 9, 2015.

The last day to withdraw from a class and receive a "W" is Friday, March 27, 2015.

Anatomy and Physiology II (BIOL102-X)
Spring 2015

Assignment and Exam Outline
 (Subject to change as needed)

Date	Chapter	Title and Topics	Quiz
1/5	17	Introduction: Unifying Themes Endocrine System Overview of the Endocrine System	
1/7	17	Endocrine System Endocrine glands, hormones, and disorders	
1/12	17	Endocrine System Endocrine glands, hormones, and disorders	
	18	Blood Introduction Erythrocytes	Quiz #1
1/14	18	Blood Leukocytes Platelets and hemostasis	RR #1
1/19	19	The Heart The anatomy of the heart Physiology The cardiac cycle	Quiz #2
1/21	19	EXAM #1 The Heart Cardiodynamics	
1/26	19	The Heart Disorders	Quiz #3
	20	Blood Vessels Anatomy of the blood vessels Blood vessel physiology	
1/28	20	Blood Vessels Regulation of blood pressure and flow Blood vessel problems	Quiz #4 RR #2
2/2	21	EXAM #2 The Lymphatic and Immune Systems Lymphatic system	

2/4	21	The Lymphatic and Immune Systems Nonspecific resistance Specific immunity Cellular immunity	
2/9	21	The Lymphatic and Immune Systems Humoral immunity Immune system disorders	Quiz #5
2/11	22	The Respiratory System Respiratory anatomy Pulmonary ventilation	RR #3
2/16	22	The Respiratory System Gas exchange and transport Respiratory disorders	Quiz #6
2/18	25	EXAM #3 The Digestive System Digestive processes Mouth	
2/22-2/26		SPRING BREAK	
3/2	25	The Digestive System Pharynx and esophagus Stomach Liver Gallbladder Pancreas	
3/4	25	The Digestive System Small intestine Large intestine Chemical digestion and absorption	Quiz #7
3/9	26	Nutrition and Metabolism Nutrition Carbohydrate metabolism	RR #4
3/11	26	Nutrition and Metabolism Lipid and protein metabolism Metabolic states and metabolic rates Body and heat and thermoregulation	Quiz #8
3/16		EXAM #4	

	23	The Urinary System Anatomy of the kidney	
3/18	23	The Urinary System Glomerular filtration	
3/19		LAST DAY TO WITHDRAW AND RECEIVE "W"	
3/23	23	The Urinary System Tubular reabsorption and secretion Urine Other urinary structures and elimination	Quiz #9
	24	Water, Electrolyte and Acid-base Balance Water balance Electrolyte balance	
3/25	24	Water, Electrolyte and Acid-base balance Acid-base balance Disorders of acid-base balance	Quiz #10
3/30	27	EXAM # 5 Male Reproductive System Secondary sex organs Reproductive diseases and disorders	
4/1	28	Female Reproductive System The reproductive anatomy The genitalia Breasts and mammary glands	Quiz #11
4/6	28	Female Reproductive System Hormones and menopause Cycles	Quiz #12 RR #5
	29	Pregnancy and Human Development Fertilization and preembryonic development Embryonic development Fetal development and delivery	
4/8		EXAM #6	
4/12-4/16		FINAL EXAM	