



CAMOSUN COLLEGE
School of Arts & Science
Department of Biology

BIOL-150-D01A/B
Human Anatomy
Winter 2021

COURSE OUTLINE

The course description is online @ <http://camosun.ca/learn/calendar/current/web/biol.html>

Ω Please note: This outline will *not* be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.

1. Instructor Information

(a) Instructor	Laura Biggs
(b) Office hours	Tuesdays 4:00-5:00pm and Fridays 11:00am-12:00pm, or by appointment
(c) Location	Online on D2L (in Collaborate)
(d) Phone	n/a Alternative: n/a
(e) E-mail	BiggsL@camosun.bc.ca
(f) Website	http://online.camosun.ca (log in to D2L to access this course)

2. Intended Learning Outcomes

Upon completion of this course the student will be able to:

1. Describe, using anatomical terminology, the human body at the tissue, organ and organ system levels.
2. Locate and identify gross and microscopic anatomical structures associated with the 11 human organ systems in slides, models, photographs, diagrams and dissections.
3. Interpret the relationships between anatomical structures in sectional planes of the human body, and describe these relationships using regional and directional terminology.
4. Relate anatomical structures to their basic functions and predict how changes in one would logically be expected to result in changes in the other.
5. Locate and identify surface anatomical structures by palpation.
6. Define anatomical and physiological terms, and apply this terminology in the context of human health science.

3. Required Materials

(a) Required Textbooks:

Fundamentals of Human Anatomy and Physiology, 11th edition, Martini, Nath & Bartholomew, Pearson Education, 2018.

The Anatomy Coloring Book, 4th edition. Kapit & Elson, Pearson Education, 2014.

(b) **Lab Manual:**

Lab instructions and related assignments will be posted on D2L prior to each scheduled lab.

(c) **Lecture Resources:**

Lectures are based on PowerPoint slides and will be delivered online. The slides will be posted on the course D2L website, along with additional resources for review and activities to complete. Slides may be downloaded or printed to help follow the lectures.

4. Course Content and Schedule*

Lectures: Tuesdays and Fridays 8:30AM – 9:50AM

Laboratory: Asynchronous – no specific meeting time, weekly instructions provided on D2L

**Please see detailed weekly lecture/lab schedule on the last page of this outline.*

5. Basis of Student Assessment (Weighting)

(a) **Assignments & Quizzes:**

Weekly Lecture Quizzes (x 10)	15%
Lab Colouring Pages	5%
Lab Assignments (x 11)	20%

(b) **Lecture Exams:**

Midterm 1 (Tuesday February 9)	10%
Midterm 2 (Tuesday March 23)	10%
Final Exam (April 19-27, TBA)	20%

(c) **Lab Exams:**

Lab Exam 1 (Friday March 5)	10%
Lab Exam 2 (Friday April 16)	10%

Note: Midterms and Lab Exams are NOT cumulative, but the Final Exam will be cumulative. More detailed information about assignments, quizzes, and exams will be given in class.

6. Grading System

Standard Grading System (GPA)

Competency Based Grading System

7. Recommended Materials to Assist Students to Succeed Throughout the Course

LEARNING SUPPORT AND SERVICES FOR STUDENTS

There are a variety of services available for students to assist them throughout their learning. This information is available in the College calendar, at Student Services, or the College website at camosun.ca.

STUDENT CONDUCT POLICY

There is a Student Conduct Policy **which includes plagiarism**. It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, at Student Services, and the College web site in the Policy Section.

Plagiarism

Plagiarizing is appropriating the work or parts or passages of another's writing (including the ideas or language) and passing them off as the product of one's own mind or manual skill (see <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.1.pdf>).

Plagiarism will not be tolerated. Plagiarism, **including the copying of any part of assignments**, is a serious offence and is considered to be academic misconduct. All course work must be written the individual, and not copied from another student or from online sources. In some cases, the instructor may prefer an assignment to be written as a group. In such cases, handing in one assignment for the group will be acceptable. Otherwise, lecture and lab assignments handed in by individuals are expected to be individually prepared.

Cheating

A student caught cheating on an exam will at minimum forfeit all credit for that exam. Cheating is a serious offence and is considered to be academic misconduct. **Cheating includes, but is not limited to, using unauthorized materials in a quiz/exam and providing information to another person regarding exam content.**

The consequences for cheating and plagiarism are outlined by Camosun College policies (see <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf>) and penalties may be severe.

Attendance

Although this course is delivered in an online format, it is expected that you will "virtually" attend and participate in all lectures. If you have to miss a lecture, it is your responsibility to find out what you missed and get caught up. For the most part, there will be a weekly lecture quiz to be completed and submitted by the specified deadline, which must still be submitted on time even if you missed class. Please contact the instructor and/or your classmates if you require assistance getting caught up.

Missed Exams

Without exception, all exams must be written at the scheduled times. However, it is understood that emergency circumstances occur (e.g. severe illness or emergency in the immediate family); for such circumstances accommodation may be offered at the discretion of the instructor, provided the student: (a) notifies the instructor **in advance** of the exam (not after), and (b) provides documented evidence of the circumstance (i.e. medical documentation) IF possible and reasonable to do so. If a student is absent for an exam and has not made arrangements with the instructor in advance, a grade of zero will be applied.

In the event of emergency circumstances, it is at the instructor's discretion whether to administer a make-up exam or adjust the weighting of the final exam to make up the missing marks. Note that work commitments and holiday travel are NOT considered emergency circumstances. Camosun College's Office of the Registrar may schedule final examinations at any time during the examination period. All students are expected to write the final exam at the time and date set by the Registrar. Students should therefore avoid making travel, employment, or other commitments for this time period until the final exam schedules are finalized and posted.

Assignments

There will be several assignments throughout the course. It is the student's responsibility to be informed of any work expected and the dates the work is due. For the most part, course assignments will be individual work. When submitting your own individual assignment, be sure that it is your own work (keeping in mind student conduct requirements). This applies even if you are working with a study group - the work you submit must still be your own. For group assignments, each person in a group will receive the same mark on any group work. Please submit assignments in the format requested by the instructor. Incorrect formatting will result in late penalties and delayed grading.

Late Penalties

All assignments must be handed in on or before the specified due date and time. If you experience technical difficulties in submitting assignments, please contact the instructor right away. Late assignments will be graded but marks equivalent to **10%** of the total value of the assignment will be deducted for each day past the deadline, including weekends. Late assignments will not be accepted once marked assignments have been returned to the class. Note that this policy also applies to quizzes.

Study Habits

Good (and regular!!) study habits are required to do well in this course. You should plan on spending at least 6 hours per week outside of scheduled class time for the completion of assignments and for general studying. Online study groups can help make this more fun (e.g. Zoom, Skype, Facetime, etc.).

Lecture notes will be posted on D2L in point form. These should be used as a study guide, not as your sole source of information! You will need to write down additional notes for examples and explanations given during online lectures. It is also recommended to transcribe these notes into a study-friendly format after each lecture, incorporating additional information from your textbook. Study these notes before the next class to prepare yourself for new material, which will often build on previously covered material.

These course expectations and policies will be discussed during the first week of classes. If you have any further questions, please contact the instructor.

8. College Supports, Services and Policies



Immediate, Urgent, or Emergency Support

If you or someone you know requires immediate, urgent, or emergency support (e.g. illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts

@ <http://camosun.ca/about/mental-health/emergency.html> or <http://camosun.ca/services/sexual-violence/get-support.html#urgent>

College Services

Camosun offers a variety of health and academic support services, including counselling, dental, disability resource centre, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit the **STUDENT SERVICES** link on the College website at <http://camosun.ca/>

College Policies

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies. Policies are available on the College website at <http://camosun.ca/about/policies/>. Education and academic policies include, but are not limited to, Academic Progress, Admission, Course Withdrawals, Standards for Awarding Credentials, Involuntary Health and Safety Leave of Absence, Prior Learning Assessment, Medical/Compassionate Withdrawal, Sexual Violence, Student Ancillary Fees, Academic Integrity, Grade Review & Appeals, Student Misconduct and Academic Accommodations for Students with Disabilities and Student Penalties and Fines.

A. GRADING SYSTEMS <http://camosun.ca/about/policies/index.html>

The following two grading systems are used at Camosun College:

1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F	Minimum level has not been achieved.	0

2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://camosun.ca/about/policies/index.html> for information on conversion to final grades, and for additional information on student record and transcript notations.

Temporary Grade	Description
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.

IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.
CW	<i>Compulsory Withdrawal:</i> A temporary grade assigned by a Dean when an instructor, after documenting the prescriptive strategies applied and consulting with peers, deems that a student is unsafe to self or others and must be removed from the lab, practicum, worksite, or field placement.

Course Schedule for Biology 150-D01A/B Winter 2021

Note: The following is a **tentative** schedule of lecture and lab activities. It is subject to change, and any changes to this schedule will be announced in online sessions and posted on D2L.

Week	Lecture Topics (Tues/Fri)	Textbook Chapter(s)*	Lab Topics
1 (Jan 11-15)	Course Introduction Tissues (Histology)	1 4	Lab 0 Introduction
2 (Jan 18-22)	Tissues cont'd	4	Lab 1 Histology
3 (Jan 25-29)	Skeletal System Articulations	6,7,8 9	Lab 2 Axial Skeleton
4 (Feb 1-5)	Articulations cont'd Muscular System	9 10,11	Lab 3 Appendicular Skeleton
5 (Feb 8-12)	MIDTERM 1 – Tues Feb 9 Cardiovascular System	20,19,21	Lab 4 Muscles of Axial Skeleton
6 (Feb 15-19)	COLLEGE CLOSED – FAMILY DAY & READING BREAK		
7 (Feb 22-26)	Cardiovascular System cont'd	20,19,21	Lab 5A Muscles of Appendages AND Lab 5B Articulations
8 (Mar 1-5)	Lymphatic System Respiratory System	22 23	LAB EXAM 1 – Fri Mar 5
9 (Mar 8-12)	Digestive System	24	Lab 6 Cardiovascular and Lymphatic Systems
10 (Mar 15-19)	Urinary System Reproductive Systems	26 28,29	Lab 7 Respiratory and Digestive Systems
11 (Mar 22-26)	MIDTERM 2 – Tues Mar 23 Nervous System	12,13,14,16	Lab 8 Urinary and Reproductive Systems
12 (Mar 29-Apr 2)	Nervous System cont'd GOOD FRIDAY – NO CLASS	12,13,14,16	Lab 9 Central Nervous System and Peripheral Nervous System
13 (Apr 5-9)	Nervous System cont'd Sensory Organs	12,13,14,16 15,17	Lab 10 Eye and Ear, Integumentary System and Endocrine System
14 (Apr 12-16)	Integumentary System Endocrine System	5 18	LAB EXAM 2 – Fri Apr 16
Apr 19-27	Final Exam (to be scheduled by College Registrar and posted on Camlink)		

*Textbook chapters noted here will be covered, at least in part. However, in some cases we will not be covering the whole chapter in Biology 150. Only the topics covered during class will be tested on exams.

IMPORTANT DATES:

Jan 20: Add/Drop deadline, Jan 22: Fee deadline, Mar 16: Last day to drop without academic penalty