

# COURSE SYLLABUS



COURSE TITLE: BIOL-150: Human Anatomy

CLASS SECTION: 003

TERM: Winter 2023

COURSE CREDITS: 4

DELIVERY METHOD(S): In person

Camosun College campuses are located on the traditional territories of the Ləkʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here. Learn more about Camosun's [Territorial Acknowledgement](#).

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For COVID-19 information please visit <https://legacy.camosun.ca/covid19/index.html>

*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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	Lectures	Labs
NAME:	Jane Gair	Kirk Hart
EMAIL:	<a href="mailto:gairj@camosun.ca">gairj@camosun.ca</a>	<a href="mailto:hartk@camosun.ca">hartk@camosun.ca</a>
OFFICE:	Fisher 352 & CHW Flex Space	Fisher 346A
HOURS:	By appointment	By appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

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This course provides an introduction to structural and functional relationships within the eleven systems of the human body. A lab and lecture based format, combining slides, models, photographs, diagrams and organ dissections is used to study both gross and microscopic human anatomy. Anatomical and physiological terminology is stressed.

PREREQUISITE(S):

One of:

- C in English 12
- C in Camosun Alternative

And one of:

- C in Biology 12
- C in Camosun Alternative

**CO-REQUISITE(S):**

Not Applicable

**EXCLUSION(S):**

Not Applicable

**COURSE LEARNING OUTCOMES / OBJECTIVES**

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Upon completion of this course a 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.

**REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION**

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**Lab Manual (Required):** Biology 150 lab manual is available through the Camosun Bookstore. Alternatively, you may download the manual from the Biology 150 D2L website to use digitally or print yourself. You will be responsible for reading the outline and following any pre-lab instructions before the lab session.

**Recommended Texts:** Fundamentals of Human Anatomy and Physiology, 11th edition, Martini, Nath & Bartholomew, Pearson Education, 2017. The textbook may be purchased from the Camosun Bookstore. Alternatively, the publisher has made an online e-text available for purchase.

The Anatomy Coloring Book, 4th edition. Kapit & Elson, Pearson Education, 2014. The colouring book may be purchased from the Camosun Bookstore. This book is a valuable resource for lab-related content.

**Lecture Outlines:** Lectures will be delivered in a PowerPoint format. Copies of slides will be made available on the Biology 150 D2L website. These may be used at the student's discretion.

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

**Lectures (Jane):**           Tuesdays:     11:00 – 12:20 pm (Centre Business & Access 116)  
                                   Thursdays:    1:30 – 2:50 pm (CBA 125)

**Labs (Kirk):**                Thursdays:     8:30 – 11:20 am (Technologies 230)

Week	Labs (Thurs)	Lecture Topics (Tues/Thurs)	Textbook Chapter**
1 (Jan 9-13)	Lab 1 Introduction	Introduction Tissues (histology)	1 4
2 (Jan 16-20)	Lab 2 Histology	Tissues (cont'd) Skeletal System	4 6, 7, 8
3 (Jan 23-27)	Lab 3 Axial Skeleton	Skeletal System (cont'd)	6, 7, 8
4 (Jan 30-Feb 3)	Lab 4 Muscle Tissues and Muscles of Axial Skeleton	Articulations Muscular System	9 10, 11
5 (Feb 6-10)	Lab 5 Upper Appendage Bones, Muscles, and Joints	<b>Lecture Exam #1 - Thurs, Feb 9</b> Cardiovascular System	20, 19, 21
6 (Feb 13-17)	Lab 6 Lower Appendage Bones, Muscles, and Joints	Cardiovascular (cont'd) Lymphatic System	20, 19, 21 22
7 (Feb 20-24)	No Lab	No Lectures	
8 (Feb 27-Mar 3)	<b>Lab Exam #1 – Thurs, Mar 2</b>	Respiratory System Digestive System	23 24
9 (Mar 6-10)	Lab 7 Cardiovascular and Lymphatic Systems	Digestive System (cont'd) Urinary System Reproductive Systems	24 26 28, 29
10 (Mar 13-17)	Lab 8 Respiratory and Digestive Systems	<b>Lecture Exam #2 - Thurs, Mar 16</b> Rep. Systems (cont'd)	28, 29
11 (Mar 20-24)	Lab 9 Urinary and Reproductive Systems	Nervous System	12, 13, 14, 16
12 (Mar 27-31)	Lab 10 Central and Peripheral Nervous Systems	Nervous System (cont'd) Sensory Organs	13, 14, 16 15, 17
13 (Apr 3-7)	<b>Lab Exam #2 – Thurs Apr 6</b>	Sensory Organs (cont'd) Integumentary System	15, 17 5
14 (Apr 10-14)	No Lab	Endocrine System Review	18
Final Exam Period		<b>Lecture Exam #3, Date TBD</b>	

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

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## EVALUATION OF LEARNING

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DESCRIPTION	WEIGHTING
Pre-Lab Assignments	8%
Weekly Lab Quizzes	5%
Post-Lab Assignments (end-of-lab check)	2%
Lecture Quizzes and Activities	10%
Lecture Exam 1	15%
Lecture Exam 2	15%
Lecture Exam 3	15%
Lab Exam 1	15%
Lab Exam 2	15%
Total	100%

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf) policy for more information.

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf>

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## COURSE GUIDELINES & EXPECTATIONS

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## Lecture Attendance

Aside from the first week of classes, attendance will NOT be required for lectures. **PLEASE NOTE: if you miss your first or second lecture, and attendance will be taken, you are automatically removed from the course and your spot is given to the first person on the waitlist.** EXAMS are mandatory (see below).

## Laboratory Work

Laboratory attendance for this course is mandatory. It is expected that students will read and prepare for each lab BEFORE arrival. Lateness in arriving, failure to attend the lab or leaving the lab before its scheduled finish time will result in forfeiting credit for that lab, including any graded quizzes or assignments.

## Missed Lecture Exams

All lecture exams must be written at the scheduled times. However, it is understood that emergency circumstances occur (e.g., 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).

In the event of emergency circumstances, it is at the instructor's discretion whether to administer an oral or written make-up exam.

### ***\* HOLIDAYS OR SCHEDULED FLIGHTS ARE NOT CONSIDERED TO BE EMERGENCIES \****

Be sure not to make travel plans for the end of semester until the final exam schedules are finalized and posted. Please ask any family members who might make travel plans on your behalf to consult you before booking tickets.

## Missed Lab Exams

**Without exception**, all lab exams must be written at the scheduled times. Lab exams differ from lecture exams in their formatting and the fact that they cover lab content in a non-cumulative manner. Due to the nature of our shared lab space with other courses, lab exams cannot be made up outside of our regularly scheduled lab time. In the event of emergency circumstances (see lecture exam), it is up to the instructor whether an oral exam may be scheduled.

## Cheating & Plagiarism

Cheating is a serious offence and is considered to be academic misconduct. A student caught cheating on an exam, quiz, or assignment will forfeit all credit for that submission, as well as have a note sent to the Dean. Cheating includes but is not limited to:

- (a) using unauthorized materials or resources in a quiz/exam (including cell phones and smart watches),
- (b) providing information to another person regarding exam content.

Plagiarizing is appropriating the work of another person (including the ideas or language) and passing them off as your own (see <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.1.pdf>). For example, having a classmate "help" by seeing and copying their work is a serious form of plagiarism and will result in forfeit all credit for that submission, as well as have a note sent to the Dean.

Except where work is assigned to a group, all written work, **including lab data processing** and graphs, must be done individually.

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>).

### Student Safety

Consider the following laboratory safety practices:

Lab footwear	<ul style="list-style-type: none"><li>For safety reasons <b>WorkSafeBC</b> mandates that students are <b>required</b> to wear closed shoes in all lab times. Flip flops, sandals or shoes with holes are not acceptable.</li></ul>
Eating & drinking	<ul style="list-style-type: none"><li>Absolutely <b>NOTHING</b> may be ingested while in the lab. Chewing gum and applying makeup or lip balm are similarly prohibited.</li><li>If something must be consumed, then it may be taken out of the lab.</li></ul>
Hair	<ul style="list-style-type: none"><li>Long hair must be tied back securely</li></ul>
Hand washing	<ul style="list-style-type: none"><li>Hands should be thoroughly washed <b>BEFORE</b> leaving the lab.</li></ul>

### Study Habits

Good (and regular!!) study habits are required to do well in this course. You should plan on a minimum of 4 hours outside of scheduled class time for the completion of assignments and for general studying. Joining a study group can help make this more fun.

Lecture notes will be posted on D2L in PowerPoint form. It is highly recommended that students print them out (3 to a page) and bring them to each lecture (or have them in front of them as they watch recordings). These slides should be used as a study guide, not as your sole source of information. You will need to write down additional key words for examples and explanations given during lecture and watch recommended videos to really solidify your understanding. It is also recommended practice 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.

**Please take advantage of office hours to check-in, have a chat, or clarify a concept or assignment. It makes a world of difference.**

### STUDENT RESPONSIBILITY

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Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

### SUPPORTS AND SERVICES FOR STUDENTS

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Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit <http://camosun.ca/students/>.

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Academic Advising

<http://camosun.ca/advising>

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Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

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## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e., physical, depression, learning, etc.). If you have a disability, the [Centre for Accessible Learning](http://camosun.ca/accessible-learning/) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<http://camosun.ca/services/accessible-learning/>

### Academic Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

### Academic Progress

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit <http://camosun.ca/learn/fees/#deadlines>.

### Grading Policy

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the "Attendance" section under "Registration Policies and Procedures" (<http://camosun.ca/learn/calendar/current/procedures.html>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support



respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-3703841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

**Changes to this syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.