

Human Anatomy (Biology 230)

Section 73870

Fall 2024 Course Syllabus

Instructor: Dr. Marie McMahon, Ph.D.

Class Times: MW 1:00pm to 5:15pm, Rm S6-209.

Office Phone (voicemail): (619) 388-7497

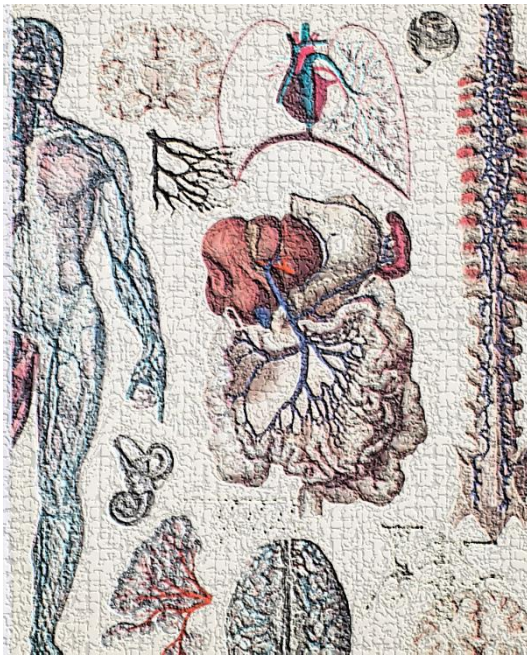
Office Hours: MW 11:30am to 12:30pm, +T/Th 4:00pm to 5:30pm Rm S6-115L.

Email: mmcmahon@sdccd.edu

Faculty Website: <https://sdmiramar.edu/faculty/marie-mcmahon>

Course Prerequisites: A passing (or credit) grade of "C" or better in BIOL 107 or equivalent.

Text and Materials: Any college level "Human Anatomy" textbook. Anatomy Lab Manual (McMahon, Fall '24) from Mira Mesa Copy & Print, 9705 Carroll Centre Rd. #101, San Diego ph. (858) 578-0941.



Deadlines: Important dates for adding or dropping a class: See Fall 2024 Schedule for more information.

Aug 30, 2024 Last day to add with instructor's permission and to drop without receiving a "W"

Aug 30, 2024 Last day to drop and be eligible for a refund and/or non-resident tuition.

Oct 25, 2024 Last day to file a petition for Pass/No Pass Option.

Oct 25, 2024 Last day to withdraw from the course with an option of "W" grade.

Scope of Course: Biology 230 is the study of Human Anatomy, using a systemic approach. The lectures cover functional anatomy within specific systems. The lab sessions are a "hands on" experience in identifying anatomical structures both macroscopically with our naked eyes (gross anatomy) and microscopically. The progression of topics through this course will build on the levels of organization:

Cells > Tissues > Organs > Organ Systems > Organism

The 4 primary tissues of the human body, Epithelium, Connective, Muscular, and Nervous, are studied in detail. How they contribute to the structures of the human body will be studied throughout this course and the following topics are specifically covered in this order:

- a. Anatomical Terminology
- b. Histology (Microscopy)
- c. Integumentary System
- d. Skeletal System
- e. Articular System

- f. Musculature System
- g. Nervous System
- h. Sensory System
- i. Circulatory System
- j. Respiratory System

- k. Digestive System
- l. Endocrine System
- m. Urinary System
- n. Reproductive System

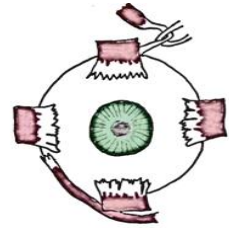
Student Learning Outcome (SLO) for this Course. Students should be able to:

- ❖ Describe and identify the structure and function of the four primary tissues of the human body. The additional objectives below support this central SLO stated.
- ❖ Identify macroscopic (gross) and microscopic (histological) anatomical structures of the human body.
- ❖ Understand how the concepts of structure (anatomy) contribute to the function of living systems.
- ❖ Identify the importance of current research and integrate this with the information we discuss in class.
- ❖ Become familiar with an interactive learning environment where we step away from 'rote' memorization and find meaning in the new material (often Greek and Latin words) we are learning.

This course can be challenging and demanding, requiring a lot of time and persistence. It is always possible to do very well in this course. It is my job to ensure a reasonable pace with clear and comprehensible delivery. Furthermore, Anatomy is enjoyable! I want every student to succeed in this course, so we must all do our part in order for that to happen. Here are some helpful tips you may want to think about:

- Attend lecture and labs, take notes and be prepared to think about the issues presented in class.
- Stay caught up with lecture & lab material. Study every day in order to avoid cramming.
- Create a study group as early as possible and discuss class issues with other students.
- Answer questions in the study guide and don't hesitate to ask me questions – that's why I'm here.
- Organize yourself and try to work out a system of studying that is effective for you. It may take trying a few different methods. Don't be afraid to change a study method if it is not working for you.

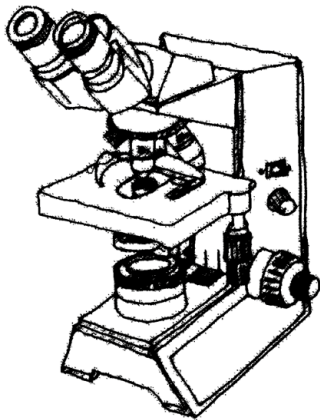
Spelling: Students in this class will be *expected to spell correctly and points will be deducted for spelling errors* in the lab exams. But have no fear... Spelling Insurance is available for laboratory exams for those who wish to participate. The guidelines are as follows:



For any word you wish to have 'covered', it must be **handwritten** and spelled correctly 25 times on a piece of paper and submitted to me before the exam. You can use columns and both sides of the paper. Please include your Name on the first page of your Spelling Insurance and please staple multiple papers together.

Lectures: 1:00pm to 1:55pm MW

The lecture content presents the functional anatomical aspects of this course. Many of the concepts introduced and discussed in lecture are reinforced during the laboratory practical sessions that immediately follow lecture.



Exams – there will be **5 lecture** exams (65 to 85pts) and the final (90pts) is *not cumulative*. Exams are based on material covered in lecture, and are a mixture of multiple choice, fill in, matching and short answer/essay question. They are returned to me after the class has had an opportunity to review them. A 50 question scantron is needed, the back of an old scantron is fine. Exams will be taken in person on days set by the class schedule (below). All features of the exam process will be clearly explained each time to reduce anxiety and stress!

Quizzes – will be based on the recent topics completed during a specific section. They are multiple choice and 10pts each. The lowest quiz score will be dropped. You will need a scantron for quizzes. For a number of reasons, **there are no make-ups for quizzes**, in person or online! So please be aware of this. 😊

Class Activity and Study Guide Questions – Class activities may be given at 1:00pm and are only available to students who **arrive on time to class!** No Exceptions :) The *Study Guide Questions* are designed to help direct students to the fundamental issues presented in lecture. An understanding of the study guide questions will be very helpful in preparing the student for the lecture exam that corresponds to that section.

Class Materials – Essentially all the class resources you need will be made totally available to all students on the instructor's Website: <https://sdmiramar.edu/faculty/marie-mcmahon>



Laboratories: 2:05pm to 5:15pm MW

The laboratory component is for instruction of anatomical features with a 'hands on' approach and an opportunity for students to use microscopes to examine tissue slides (histology), as well as preserved materials including cadavers, models and diagrams.

Lab Exams – there will be 5 major Laboratory Practical exams (the 1st one is 50 pts, all others are 100pts).

In-Lab Work Assignments – there will be lab assignments to be completed and periodically handed in for points during the practical laboratory component of the class. **Any assignment turned in late will be penalized 10%, and a further 10% for every additional day it is late.**

General Policies

Lecture Make Up Exams – If, due to illness or an emergency you miss an exam, there will be an opportunity to make-up a Lecture exam. There may be a 10 % penalty applied to any grade on a make-up exam, regardless of the reason for missing the exam. These make up exams will be different than the original. *Always try to let me know of a "situation" (work, family, health, etc.) that may arise beforehand if possible, so that something fair can be worked out.* We can collaborate and resolve issues, easy!

There are No Make Up Exams for Lab Practicals – Please do not miss a lab exam as **there will be no opportunity to make up any missed lab exams** because they require extensive time and an entire lab to set up, once they are over, they are removed and no longer accessible! Please do not miss a lab exam because you will receive zero for it.

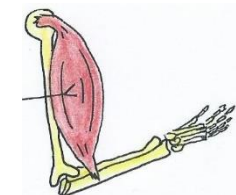
Attendance Policy – Anything over two absences (which includes arriving late and leaving early) will result in students being dropped from the class: Note: **It is also your responsibility to drop the course.** It is great when you organize yourself so that you are not late for lectures, labs, exams and quizzes. If you arrive late for any exam or quiz, you will not be given extra time, and may not be able to take it at all, depending on how disruptive. Being present in class is the foundation of meaningful class engagement.

Please note: There will be 10 points deducted from a student's total point any time that their phone rings or they send or read text/email/phone messages or use unauthorized technology during class. So ...

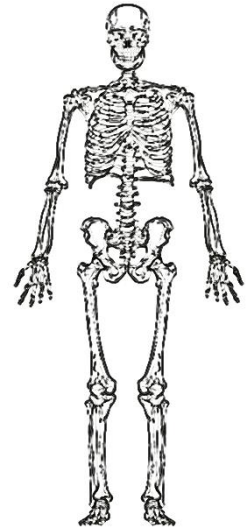
Please turn off or silence your cell phones/technology while in class.

Sending, reading text or using devices is not allowed in class. Thank You!

Academic Integrity – Integrity and honesty are essential to many realms, including the academic process, thus **it is imperative that the work you submit is your own.** Students found cheating will receive an **F (zero)** for that assignment or exam. This can affect your performance in the entire course. "Cheating" includes but is not limited to: revealing test questions or soliciting another person to reveal test questions, copying another person's work or allowing someone to copy your work, using unauthorized materials, such as notes, books, computers, tablets, phones, etc.



Conduct and Behavior – Any significant issues of concern must be addressed, and disruptive behavior will not be tolerated, those students will be asked to leave the classroom in accordance with our **BP 3100 policy.** If anything is going on that I can help with, let me know so we can do our utmost to find the best solution.



Disability Services – Any student with a disability who may need academic accommodation or advice should contact the instructor and the **Disability Support Programs and Services (DSPS)** Office during the first week of class. Refer to the Miramar College 2023-24 Catalog for more information.

Other Info that may be useful:

Student Services	https://www.sdmiramar.edu/campus/counseling
Health Center	https://www.sdmiramar.edu/campus/healthcenter
Academic Support and Tutoring	https://www.sdmiramar.edu/campus/asc

Grading Policy – The final grade is based solely on the total number of points accumulated from quizzes, tests, assignments activities and exams. The lecture and lab components are combined for one total. The grades are calculated as a percentage of your scores over the total available points, as follows:

90-100% = A; 80-89% = B; 70-79 = C; 69-55% = D; ↓ 54% = F

There is **no** extra credit work. There is already enough to learn in this course without the *extra* work!

Student Facilities – There are tutors, Anatomy Models and Microscopes available for anatomy students at the **Academic Success Center**, located in the Library and Independent Learning Center (ILC) room L-101. These facilities are here for you as students to use – please take advantage of them.

Laboratory Health, Safety and Responsibilities – During the first lab meeting, students will be given a handout explaining the department’s policies and guidelines regarding safety in the laboratory and breakage of lab materials. The students will discuss those procedures in class with the instructor. Before the second lab class begins, all students must sign the required form stating that they understand and accept the department’s Lab Safety policies. Good lab practices, such as responsible handling of equipment, models, slides and chemicals, in addition to appropriate cleaning up after all labs, are expected of every student. Points will be awarded for good lab etiquette and class participation.



Student Care of the Microscopes and Anatomy Lab Models – *Taking good care of the lab equipment is very important. This is particularly relevant for the **Microscopes** and the **Anatomical Models** in our lab.*

- *There are explicit instructions for the proper storage and use of the microscopes in the lab manual and on the door of the microscope cabinets. These must be followed by all students.*
- *Each anatomy model in our lab has a unique number on it and has an exact space where it sits in the model cabinets. At the end of each lab session, all models must be placed back in their correct space.*

At the end of each lab session, the instructor will check to ensure that all Microscopes and Anatomical Models are put away properly. Up to 20 points may be involved for proper care of equipment.

Student Grade Recording

All points from lecture and lab are combined into one total. It is easy to calculate and to keep track of your current percentage grade in this class, and I can help create an individual grade sheet for any student. Updated grade sheets will be routinely presented to class (with anonymity) and on our Canvas course shell. The total points available in this class will be about 1,000 pts.

Lecture Schedule* for Human Anatomy (CRN: 73870), Fall 2024

Week	Date	Lecture Topic *Tentative	Section
1	M 8/19	Introduction; Review Cells. Anatomical Position, Body Planes	
	W 8/21	Tissues: Epithelial and Connective Tissues	
2	M 8/26	Tissue Histology; Membranes; Fasciae	
	W 8/28	Integumentary System	
3	M 9/1	Labor Day Holiday	
	W 9/3	Integumentary System: Accessory Structures; Burns	
4	M 9/9	Bone Structure, Development, Growth and Maintenance	
	W 9/11	Exam I: (See Lecture Notes online)	
5	M 9/16	Bone Terminology, Classification; Axial Skeleton	
	W 9/18	Axial and Appendicular Skeleton: Articulations (Joints)	
6	M 9/23	Anatomy and Functions of Skeletal Muscle, Terminology	
	W 9/25	Levers in the Body; Axial and Appendicular Musculature	
7	M 9/30	Muscle Action, Origin, Insertion and Innervation	
	W 10/2	Exam II: (See Lecture Notes online)	
8	M 10/7	Nervous System Overview: Neurons and Glial Cells	
	W 10/9	Nervous System: Spinal Cord; CNS and PNS	
9	M 10/14	Cranial and Spinal Nerves; Cranial and Spinal Meninges	
	W 10/16	Autonomic Nervous System: Special Senses: Endocrine	
10	M 10/21	Special Senses: The Eyes/Vision and Ears/Hearing	
	W 10/23	Exam III: (See Lecture Notes online)	
11	M 10/28	Cardiovascular System, The Heart	
	W 10/30	Systemic and Pulmonary Systems; Arteries and Veins	
12	M 11/4	Circulatory System: The Lymphatic System	
	W 11/6	Respiratory System	
13	M 11/11	Veterans Day Holiday	
	W 11/13	Exam IV: (See Lecture Notes online)	
14	M 11/18	Digestive System: The Gastrointestinal Tract	
	W 11/20	Digestive System: Histology/Accessory Structures of G.I. Tract	
	<i>M/W 11/25- 11/29</i>	Thanksgiving Break	
15	M 12/2	Urinary (Renal) System	
	W 12/4	Male and Female Reproductive Systems	
16	M 12/9	Review for Final Exams (See Lecture Notes online)	
	W 12/11 and M 12/16	Final Lecture Exam	

Laboratory Schedule* for Human Anatomy (CRN: 73870), Fall 2024

Week	Date	Laboratory Exercise	<i>*Tentative</i>	Reading
1	M 8/19	Unit 1: Terms, Cells, Microscopy		Lab Manual
	W 8/21	Unit 1: Tissue Histology: Epithelial and Connective Tissues		
2	M 8/26	Unit 1: Integumentary; Unit 2: Skeletal System Histology		Lab Manual
	W 8/28	Unit 2: Skeletal System and Bone Histology		Lab Manual
3	M 9/1	Labor Day Holiday		
	W 9/3	Lab Practical Exam I: (Unit 1)		
4	M 9/9	Unit 2: Skeletal System and Bone Structures (Bony-Landmarks)		Lab Manual
	W 9/11	Unit 2: Skeletal System and Bone Structures		
5	M 9/16	Unit 2: Skeletal System and Bone Structures		Lab Manual
	W 9/18	Articulations (Joint Structure)		
6	M 9/23	Unit 3A: Human Muscular Tissue		Lab Manual
	W 9/25	Lab Practical Exam II: (Unit 2)		
7	M 9/30	Muscle Groups and Muscle Histology Models		Lab Manual
	W 10/2	Unit 3B: All Muscles on Models (and Cadavers)		
8	M 10/7	Unit 4A: The Nervous System		Lab Manual
	W 10/9	Spinal Cord and Brain on Models (and Cadavers)		
9	M 10/14	Unit 4A: Histology of The Nervous System		Lab Manual
	W 10/16	Lab Practical Exam III: (Units 3A, B and 4A)		
10	M 10/21	Unit 4A: Spinal Nerves and Cranial Nerves		Lab Manual
	W 10/23	Unit 4B: Special Senses; The Eyes and Vision		Lab Manual
11	M 10/28	Unit 4B: Special Senses; Ears and Hearing		Lab Manual
	W 10/30	Unit 5A: Cardiovascular System, The Heart		
12	M 11/4	Cardiovascular System: Blood and Lymphatic Vessels		Lab Manual
	W 11/6	Lab Practical Exam IV: (Units 4A, B and 5A)		Lab Manual
13	M 11/11	Veterans Day Holiday		
	W 11/13	Unit 5B: Respiratory System		Lab Manual
14	M 11/18	Unit 6A: Digestive System Histology		Lab Manual
	W 11/28	Unit 6A: Digestive System Histology		
	M/W 11/25 - 11/29	Thanksgiving Break		
15	M 12/2	Unit 6B: Urinary (Renal) System		Lab Manual
	W 12/4	Unit 6B: Male and Female Reproductive System		
16	M 12/9	Review for Final Exams (Units 5A and B, 6A and B)		Lab Manual
	W 12/11 and M 12/16	Lab Practical Exam V: (Units 5B, 6A and B)		