Abraham Baldwin Agricultural College  
Summer 2016 Syllabus Supplement  
BIOL 2011L: Human Anatomy and Physiology I Lab  
CRN 10032 MW 1-2:50pm  
Britt 104

**Instructor:** Dr. Heather M. Cathcart  
**Email:** hcathcart@abac.edu  
**Daytime phone:** 229-391-5119  
**Office:** Conger Hall 203  
**Office hours:** Tuesdays and Thursdays 1-3pm and Fridays by appointment only.

**Course Description:** This is a one credit hour human anatomy and physiology laboratory and is the companion course to BIOL 2011 lecture. Laboratory exercises will provide hands-on reinforcement to principles introduced in the lecture. Students will interpret scientific principles, theories, and laws as they apply to the dynamic nature of scientific disciplines.

**Learning Outcomes:**
1. Demonstrate competence in laboratory skills and lab safety procedures  
2. Demonstrate an understanding of biological processes  
3. Demonstrate knowledge of biological structures and relationships among structures  
4. Demonstrate knowledge of laboratory instruments and competence in their usage

**Prerequisite:** Exemption from or successful completion of foundations-level learning support courses.  
**Co-requisite:** BIOL 2011

**Required Materials:**
3. Safety goggles  
4. 2x (882-E) scantrons (bring on exam days)

**Class website:** https://abac.view.usg.edu/ (D2L)

**Attendance:** Courses at Abraham Baldwin Agricultural College (ABAC) are provided for the intellectual growth and development of the students. The interaction with instructors and other students is an important element of the learning process, and a high correlation exists between attendance and course grades, this is especially true in laboratory classes. In order to attain maximum success, students should plan to attend all labs and be on time. Roll will be taken and students may earn up to 5 participation points during each lab period. Please note that students are responsible for any announcements, handouts and/or notes during a missed lab. Students are expected to notify the instructor by e-mail prior to any missed labs. Arrangements can be made on a limited basis to attend another lab.

**Quizzes:** Quizzes will be administered online through D2L and will be available to students 48hrs prior to the next regularly scheduled laboratory class. Students are expected to complete the quiz prior to attending their scheduled laboratory class and may use only their lecture notes, laboratory notebook or textbook to answer the quiz questions. Discussing quiz questions with anyone prior to the submission deadline is considered academic dishonesty and is a violation of the academic conduct code. Students who miss a quiz for
any reason, including but not limited to D2L maintenance outages or computer issues will not be allowed to make-up the quiz.

Exams: Laboratory make-up examinations will not be given. Any student that misses the laboratory midterm exam should notify the instructor prior to the next regularly scheduled lab. If the student has an appropriate reason for missing the examination and the student has submitted documentation to their instructor, the final exam points may be substituted for the missed midterm exam points. Documentation required may include an obituary notice, legal document, doctor’s note or official letter from ABAC. Substitution will only be allowed for a missed midterm examination. The cumulative laboratory final examination must be taken by each student in order to receive full credit for the course. No make-up laboratory final examinations will be given and there will be no substitution of points for the final examination.

Withdrawal: A student may withdraw from the course up to the midpoint of the semester and receive a grade of W. After midterm, students may withdraw only with permission of the Academic Dean and may receive a grade of WF. A student withdrawing from lab must also withdraw from the co-requisite lecture. Students that stop attending class without officially withdrawing will still receive a grade for the course.

Academic Conduct Code: Academic integrity is the responsibility of all ABAC faculty and students. Academic dishonesty and irregularities include, but are not limited to, giving or receiving of unauthorized assistance in the preparation of any academic assignment; taking or attempting to take, stealing, or otherwise obtaining in an unauthorized manner any material pertaining to the education process; selling, giving, lending, or otherwise furnishing to any person any questions and/or answers to any examination known to be scheduled at any subsequent date; fabricating, forging, or falsifying lab or clinical results; plagiarism in any form related to themes, essays, term papers, tests, and other assignments. Academic dishonesty and irregularities will result in a grade of ZERO for the assignment and may be subject to disciplinary procedures as outlined in the student handbook. Please check with the course instructor if you have any questions about the conduct code (http://www.abac.edu/wp-content/uploads/2012/11/201516-Student-Handbook-FINAL-1.pdf).

Accommodation of Disabilities If there is a student in this class who has documented specific needs because of learning disabilities or any other disability; please contact the course instructor immediately to discuss accommodations.

Student Evaluations:
Grades will be determined as a percentage of the maximum number of points for the entire course and based on the grading scale as outlined below.

**Point distribution:**
- Cumulative Midterm Exam: 100 points
- Cumulative Final Exam: 100 points
- Quizzes (10pts x10): 100 points
- Worksheets and Participation (5pts x10 labs): 50 points
- **Total Points**: 350 points

**Grading Scale:**
- A 100-90% (≥314pts)
- B 89-80% (≥279pts)
- C 79-70% (≥244pts)
- D 69-60% (≥209pts)
- F 59-0% (≤208pts)

In the event that a student’s final laboratory percentage is close to the next highest grade category, the instructor may consider attendance, preparation and/or participation in determining the final grade. A student’s final letter grade will only be elevated if their final class percentage is within one point of the next highest grade category.

Exam Policies: Students enrolled in classes in the School of Science and Mathematics are expected to demonstrate an understanding of the subject matter. Exam questions are for the educational use of the
instructor to assess student learning. Students will be given an opportunity to review missed questions following an exam; however, students are not permitted to photograph or keep copies of any exams. Students that photograph exam questions or fail to return copies of exams will be subject to a letter grade deduction for the exam, ZERO for the exam or failure of the course. Additionally, programmable calculators, cell phones, PDAs or other electronic communication devices are not permitted to be on or in view of the student during exams. If a student is observed by the instructor to have a cell phone or electronic device at their desk during the exam the student will automatically receive a grade of ZERO for that exam. Also ball caps or other hats may not be worn on exam days.

Statement of Classroom Civility: “An Abraham Baldwin College student is expected to show proper respect for order, morality, and the rights of others. Conduct which is normally reprehensible or which is of a disorderly nature and in violation of written policy shall subject the student to disciplinary action. “Cell phones, pagers, and all other electronic communication devices should be turned off and out of sight during lab. Please notify the instructor in advance (at the start of class) if an emergency exists where you need your phone. Students that display disruptive behavior, fail to dress appropriately and/or follow lab safety procedures will be subject to a ZERO for exams, letter grade deduction or failure of the course.

ABAC is a tobacco free campus. No smoking or smokeless tobacco use is permitted on campus.
## Tentative Schedule*

<table>
<thead>
<tr>
<th>Day/Date</th>
<th>Laboratory (exercise)</th>
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<tbody>
<tr>
<td><strong>W 6/1</strong></td>
<td>Roll check/ Syllabus/ Lab safety Introduction to Terminology and the Human Body (2)</td>
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<tr>
<td><strong>M 6/6</strong></td>
<td>Syllabus Quiz and Quiz 1/ Microscopy (1) and Cells (3)</td>
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<tr>
<td><strong>W 6/8</strong></td>
<td>Quiz 2/ Epithelial and Connective Tissues (4)</td>
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<tr>
<td><strong>M 6/13</strong></td>
<td>Quiz 3/ Integumentary System (5) and Bone Tissue (6)</td>
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<tr>
<td><strong>W 6/15</strong></td>
<td>Quiz 4/ Axial Skeleton (7: pgs 95-110), Appendicular Skeleton (7: pgs 111 to 124) and Joints (8)</td>
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<tr>
<td><strong>M 6/20</strong></td>
<td>Cumulative Midterm Exam at 1:00pm</td>
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<td><strong>W 6/22</strong></td>
<td>Quiz 5/ Muscular Tissue (9) and Muscular System (10)</td>
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<td>Anatomy in Clay®</td>
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<tr>
<td><strong>M 6/27</strong></td>
<td>Quiz 6/ Muscular System (10)</td>
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<td>Anatomy in Clay®</td>
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<tr>
<td><strong>W 6/29</strong></td>
<td>Quiz 7/ Nervous Tissue (12) and Nervous System (13)</td>
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<td><strong>M 7/4</strong></td>
<td>Independence Day-No Lab</td>
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<tr>
<td><strong>W 7/6</strong></td>
<td>Quiz 8/ Nervous System (13)</td>
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<td><em>safety glasses required</em></td>
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<td><strong>M 7/11</strong></td>
<td>Quiz 9/ Sensory Receptors and Sensory Motor Pathways (14)</td>
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<td><em>safety glasses required</em></td>
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<tr>
<td><strong>W 7/13</strong></td>
<td>No Lab</td>
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<tr>
<td><strong>M 7/18</strong></td>
<td>Cumulative Final Exam at 1:00pm</td>
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*The instructor reserves the right to make modifications to the schedule and/or syllabus at any time. The lab topics will be covered in the order listed above and exams will be given on dates specified; however, the instructor may modify the pace at which the material is covered; add or delete material; and/or modify the content covered on each exam. Students are expected to read relevant textbook/laboratory chapters and/or assigned material prior to each laboratory period. If the campus is closed due to inclement weather or class is officially canceled by the instructor, plan on the missed activities occurring on the next scheduled lab day.