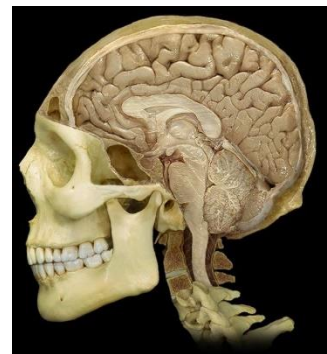


BIO 1007 -- Anatomy & Physiology I – 4 credit hours
Sue Caley Opsal, M.S., Ph.D.
Syllabus Fall 2022



Meeting Times and Locations

Lecture: Mondays & Wednesdays in D-225 8:00-8:50 a.m.

Seminar: Online assignments (seminar reduces the required lecture f2f time by one hour)

Lab: Meets in A-101. This course has 2 lab sections – You are signed up for ONE of the following labs: Monday -- 9:00-11:50 a.m. or Wednesday – 9:00-11:50 a.m.

IMPORTANT: We are still in a pandemic, which can adversely affect any one of us and make our time together this semester disruptive. If you are struggling in any way due to illness such as caring for a spouse, child, or parent, or you have your own personal health issues that interfere with your learning, please reach out to me so I can assist you in successfully completing the course. Additionally, IVCC has a variety of student resources to help with a wide range of issues.

<u>Instructor</u>	<u>Office Hours</u>
Dr. Sue Caley Opsal Office: A-326 Phone: 815.224.0412 E-mail: Sue_CaleyOpsal@ivcc.edu Life Sciences Lab Phone: 815-224-0308 www.youtube.com/professoropsal	MW - 7:00-7:50 a.m. Mon. - 12:00 – 1:00 p.m. Tue. - 11:00-12:00 and 2:00-3:00 Office on Zoom by request *If you don't find me in my office, check the Life Sciences Lab (A-101)!

Prerequisites: None

Required Course Materials:

1. **Inclusive Access.** Comes with the e-Text and additional online resources. These resources will be accessed through our course BlackBoard. The text is “*Seeley’s Essentials of Anatomy & Physiology, 11th edition*” by VanPutte, Regan, & Russo. 2021. McGraw-Hill, Dubuque, IA.
2. **Lab Manual** - IVCC Bookstore: Wise, E. 2020. 12th Ed. *Seeley’s Anatomy & Physiology Lab Manual* - Note: You **must** purchase this lab manual. It is available for a reasonable price in the IVCC bookstore. It will also be used next semester in BIO 1008.

3. **Lecture PowerPoint Packet** - IVCC Bookstore (also available to download in BlackBoard)
4. **Lab Checklist Packet** - IVCC Bookstore (also available to download in BlackBoard)
5. **Personal computer with access to the internet.** There are several online assignments that must be completed for this course. A personal laptop is helpful and I encourage you to bring it to class every day.

Technology: If you need assistance with technology, you can call the **Student Help Desk at 815-224-0318**. Visit <https://www.ivcc.edu/studenthelpdesk/> for more information.

Additional student resources at IVCC can be found at <https://www.ivcc.edu/learningresources/>

Some Tips for A&P Learners:

- Taking notes during class, and if you miss class get notes from a classmate
 - Complete homework on time to avoid point deductions for late and missed work
 - Develop a schedule to complete online work and stick with it
 - Set aside short chunks of time to reflect on your notes from class
 - Keep your computer monitor at a height that requires you to look up at it while studying to increase focus and reduce fatigue
 - Take breaks from studying about every 30-45 minutes – go for a walk or do something to get your blood pumping for at least 10-20 minutes – the literature suggests exercise improves learning
 - Repetition helps solidify information – assignments are set to allow multiple attempts – take advantage of this whenever possible
 - Immerse yourself in the course content and talk to others about what you are learning – use multiple senses (touch, vision, hearing, etc...) to reinforce learning
 - Make sketches of structures or processes to reinforce learning
 - Be curious – ask questions!
 - Relate your studies to your own experiences or that of others
 - Stay organized -- if you are not naturally organized ask for tips
 - Set reminders/alerts on your phone of upcoming due dates, test dates, and quizzes
 - Become familiar with the Academic Support Center in the library – peer tutors are often available for this class and new lab models are available to use or check out for studying
 - Get to know someone new and ask if they will be your study buddy
 - If you are struggling – get help from Dr. Caley Opsal as soon as possible
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COURSE DETAILS

1. Attendance Policy: Attendance for lab and lecture will be taken. I reserve the right to withdraw any student has excessive absences (more than 4 for lecture and lab combined), or who falls behind in completing the required course work. Please get to class on time. For weather-related closings, sign up for text alerts, tune in to WLPO 1220 AM, or visit the college web site www.ivcc.edu.

2. Classroom Etiquette: The IVCC student handbook contains policies related to student rights, academic integrity, and student code of conduct. I expect students to be attentive, respectful, and to participate during class. I also expect students to complete *their own work* with integrity. Because the COVID-19 pandemic is ongoing, I may request that students wear a *properly* fitted mask (the nose and mouth must be covered) while in my class. I will keep you posted as to my expectations as the pandemic continues to unfold. Concerns about the IVCC Code of Conduct can be addressed with **Mark Grzybowski**, Vice President of Student Services, 815-224-0393.



Use of cell phones is a distraction during class. Please put your phone in silent mode when class is in session, so it does not hinder learning. **Cell phones are not allowed on or near you while taking exams.**

3. Exams and Make-up Policy: Makeup exams **require instructor approval**. Makeups are allowed *provided students communicate a valid reason for their absence by the end of the day of the exam they missed*. Unexcused absences forfeit your right to make up the exam and you will receive a zero. If you miss an exam due to illness you may be asked for documentation from a physician. Quizzes may not be made up under any circumstances.

4. Lecture: My lectures are more interactive than traditional lectures. Students should use the PowerPoint packet for lecture to take notes during class. Students should also expect from time to time to work in small groups and offer answers to questions during lecture. A Zoom link for lecture will be made available in Blackboard for students who are ill, but permission from me *must be granted in advance*. Students cannot use Zoom for lecture in place of their required f2f time at 8:00 a.m. on Mondays and Wednesdays unless there are special circumstances, such as illness. I expect students to be present for lecture.

5. Seminar: Seminar requirements include Connect online assignments which correspond to lecture and lab topics of discussion. Assignments must be completed by the due date, but are set up for you to revisit them as you get closer to test time. Most assignments can also be completed an unlimited number of times making it possible for you to earn 100% of the points associated with the assignments by doing them over if need be. The seminar component of this course reduces your f2f lecture time by one hour per week.

6. Lab: Labs are hands-on experiences and meet on Monday or Wednesday (you signed up for one of these). Students are required to attend lab f2f in A-101. Please bring your lab checklist packet and lab manual for use during lab. Because I use Anatomy & Physiology Revealed (APR) - a Connect program you have access to -- nearly every class period, you may want to bring a laptop to class as well (but it is not required). APR will be accessed through a link in BlackBoard. Please get familiar with this program. If you miss a lab due to illness, please see Mrs. Johnson, the lab supervisor, or me to help you make up any missed work.

7. Academic Dishonesty/Cheating: Students caught cheating will receive a ZERO for that assessment and subject to further disciplinary action or withdrawal from the course at the discretion of the instructor. Please note that plagiarism is a form of cheating. Refer to the IVCC student handbook for more details. Don't forget Respondus Lockdown Browser is required.

8. Auditing the Course: Audit students are required to participate in all course assessments, must earn a final grade of 70% or higher, and adhere to the course attendance policy.

9. Grades: Methods of instruction include lectures, laboratories, online assignments, print and online resources, demonstrations, and discussions. Students will be evaluated based on total points earned on **exams, quizzes, and assignments.**

Grade Distribution:	Course Grading Scale:
4 Lecture exams (400 pts.)	A = 90 - 100 %
6 Lab practicals (300 pts.)	B = 80 - 89 %
Quizzes (up to 50 pts.)	C = 70 - 79 %
Seminar assignments (~155 pts.)	D = 59 - 69 %
point totals subject to change	F = less than 59 %



Note: Quizzes may not be made up for any reason.

Grades are calculated on a total-points basis. Blackboard gradebook tracks your grade but it is *not accurate if you fail to complete an assignment and no grade registers after the due date.* This will overly inflate your average so be mindful of that. In the final evaluation of your grade, **attendance, class participation, and effort** will be taken into consideration for those students very close to having earned the next higher grade.

10. Withdrawal: The final day to withdraw from this course is **Wednesday, November 2, 2022.**

11. Food, drinks, and tobacco products are not allowed in the classroom, especially in lab. You must wear close-toe shoes in lab. Children are not allowed in the classroom or the life sciences lab. These policies will be strictly enforced.

12. Disability Services at IVCC: This course is designed to support diversity of learners. My hope is to create an inclusive and accessible environment for all students. If you want to discuss your learning experience, please talk to me as early in the term as possible. If you know you have, or suspect you have, ADHD, a learning disability, Autism Spectrum Disorder, mobility impairment, chronic medical condition, sensory deficit like low vision/blindness or hearing loss/deafness, or psychiatric disability (anxiety, depression, bipolar disorder, post-traumatic stress, and others) that limits your ability to fully access and/or participate in this course, please contact the Center for Accessibility and Neurodiversity in C-211. Tina Hardy tina_hardy@ivcc.edu (224-0284) can help determine what type of services and supports are offered.

Last Updated August 27, 2022

BIO 1007-Blended Anatomy & Physiology I

Fall Schedule 2022

Lecture meets Mondays and Wednesdays from 8:00 – 8:50 a.m. Lab immediately follows –
Students attend lab one day per week – Lab: Monday OR Wednesday from 9:00-11:50 a.m. (see
your schedule for which day)

VCM Dates	MONDAY	WEDNESDAY	LAB TOPICS	Notes
Week 1 Aug. 15	Introductions, Syllabus, Schedule Ch. 1 Begin	Ch. 1 The Human Organism	Ex. 1 Body Organization & Terminology; Major Organs of the body	
Week 2 Aug. 22	Ch. 2 The Chemical Basis of Life	Ch. 3 Cell Structures & Their Functions	Ex. 2 Microscopy Ex. 3 Cell Structure & Function	
Week 3 Aug. 29	Ch. 3 Cell Structures & Their Functions	Ch. 3 Cell Structures & Their Functions	Ex. 3 Cell – Membrane Transport experiments	
Week 4 Sept. 5	Labor Day Holiday: No class	Ch. 4 Tissues	Lab Practical 1 (Ex. 1, 2, 3) Monday Lab will take during lecture on Wednesday Ex. 7 Appendicular Skeleton	
Week 5 Sept. 12	Ch. 5 Integumentary System	Lecture Exam 1 (Ch. 1-5)	Ex. 7 Appendicular Skeleton	
Week 6 Sept. 19	Ch. 6 Skeletal System	Ch. 6 Skeletal System	Lab Practical 2 (Ex. 7) Ex. 9 Axial Skeleton - Skull	
Week 7 Sept. 26	Ch. 6 Skeletal System	Ch. 7 Muscular System	Ex. 8 Axial Skeleton – Vertebrae, Sternum	

VCM Dates	MONDAY	WEDNESDAY	LAB TOPICS	Notes
Week 8 Oct. 3	Ch. 7 Muscular System	Ch. 7 Muscular System	Lab Practical 3 (Ex. 8, 9) Ex. 12-15 Muscles	Fri. Oct. 8 Development Day – No classes
Week 9 Oct. 10	Ch. 7 Muscular System	Lecture Exam 2 (Ch. 6-7)	Ex. 12-15 Muscles	
Week 10 Oct. 17	Ch. 8 Nervous System	Ch. 8 Nervous System	Ex. 12-15 Muscles	
Week 11 Oct. 24	Ch. 8 Nervous System	Ch. 8 Nervous System	Lab Practical 4 (Ex. 12-15) Ex. 18 Spinal Cord & Somatic Nerves	
Week 12 Oct. 31	Ch. 8 Nervous System Nervous system Quiz end of lecture	Ch. 8 Nervous System	Ex. 17 Nervous System – Brain & Cranial Nerves	
Week 13 Nov. 7	Ch. 8 Nervous System	Lecture Exam 3 (Ch. 8)	Sheep brain	Thursday Nov. 11 Veterans Day – College Closed
Week 14 Nov. 14	Ch. 9 Senses	Ch. 9 Senses	Lab Practical 5 (Ex. 17, 18) Ex. 22 Eye & Vision	
Week 15 Nov. 21	Ch. 9 Senses	No class due to holiday break	Beef eye dissection Visual tests Ex. 23 Ear Hearing & Balance	Thanksgiving Break Wed. through Friday –College Closed
Week 16 Nov. 28	Ch. 10 Endocrine System Senses & Endocrine Quiz end of lecture	Ch. 10 Endocrine System	Lab Practical 6 (Ex. 22, 23)	
Week 17 Dec. 5	Last Lecture	Final Exam (Ch. 9 & 10) Monday Dec. 12th		

*Schedule – including exam dates -- subject to change.