Instructor Information

Instructor: Dustin Johnson  
Office: BHCLR  
Mailbox: SCIB 115  
Hours: Mondays before or after lab. Advance notification requested  
Phone: 501-749-5730  
Email: dbjohnson@uaptc.edu

*All emails and telephone calls will receive a response within two business days.

Chair: Thomas Russell  
Dean: Marico Howe

*If your emails and telephone calls do not receive a response within two business days, the appropriate chain of command is above.

Course Information

This is a hybrid course. Coursework will be completed independently using McGraw Hill Connect. To access this content visit http://connect.mheducation.com/class/d-johnson-spring-2019-section-80  
Instructions to access Connect are under “Start Here” on our blackboard class page.

Laboratory activities will be completed at Baptist Health School of Nursing on Colonel Glenn every Monday from 4-550 p.m. unless otherwise noted in the course schedule.

Catalog Description

This course is a one semester survey of the structure and function of the twelve organ systems of the human body and how they work together to maintain homeostasis. This course is designed for allied health and non-majors and may not be used for credit for, or be taken after the successful completion of BIOL 1402 and BIOL 1403. This course may not be used to fulfill pre-requisite requirements for any BIOL course except for BIOL 1402. Prerequisite: Completion/Testing out of all developmental education classes.

4 credit hours (3 hours lecture, 2 hour lab)

Course Materials


Mission Statement

University of Arkansas – Pulaski Technical College provides access to high-quality education that promotes student learning and enables individuals to develop to their fullest potential.

Institutional Learning Outcomes and General Education

UA-PTC supports a college-wide institutional learning assessment program which concerns effective instructional methods and promotes student learning achievement by assessing:

1. Communication
2. Critical Thinking
3. Cultural Awareness
4. Information Literacy
5. Professionalism
6. Quantitative Literacy
7. Technology Literacy

For more information, please consult the following website: https://uaptc.edu/sla

Department / Program Learning Outcomes

1. Critical and investigative thought
2. Academic Integrity
3. Independent thinking and learning
4. Written communication on a collegiate level
5. Exposure to natural science, human health, and nutrition.
6. Recognition of the influence of scientific thought on individuals and society
7. Collaborative investigation
8. Basic mastery of scientific concepts and the demonstration of scientific skills
9. Correct use of biological instrumentation and proper laboratory techniques

Student Learning / Course Outcomes

Upon completion of this course, the student should be able to:

• Define anatomy, physiology, and homeostasis and describe the location of structures in the human body using anatomical terms of direction and regions.
• List the levels of organization of the human body; at the cellular level: describe cell organelles and explain their functions, compare methods of transport across a cell membrane, describe the process of mitosis; at the tissue level: describe the four classifications of tissues; at the organ level: identify the human body systems and their major organs.
• Explain how the layers and structures of the skin work together to carry out the functions of the integumentary system. Use medical terminology related to the integumentary system.
• Compare the anatomy of compact and spongy bone, describe bone formation, remodeling, and repair, summarize the functions of the skeletal system, and use medical terminology related to the axial and appendicular skeleton.
• Describe the structural components of a skeletal muscle, describe a muscle contraction at the molecular level, summarize the functions of the muscular system, and use medical terminology related to the muscular system.
• Describe the anatomy of a neuron, describe major landmarks of the brain and state their functions, compare the functions of the nervous system divisions, explain the pathway for a sensory message sent to the brain to be processed as a motor response, and use medical terminology related to the nervous system.
• Describe the sensory pathway for touch/pain, taste, smell, hearing, equilibrium, and vision. Use medical terminology related to the senses.
• List the major hormones, along with their target and functions, of each of the endocrine system glands. Use medical terminology related to the endocrine system.
• Identify the components of blood, describe the body’s mechanisms for controlling bleeding, and explain what determines blood types.
• Identify chambers, valves, and features of the heart, trace blood flow through the heart, describe the events that produce the heart’s cycle, explain the factors that govern cardiac output, explain how blood pressure is regulated, and use medical terminology related to the cardiovascular system.
• Explain the route of lymph from the blood and back again, identify lymphoid tissues and organs and explain their function, and use medical terminology related to the lymphatic system.
• Trace the flow of air from the nose to the pulmonary alveoli and relate the function of each part of the respiratory tract, describe the mechanics for transporting blood gases, explain how respiration is regulated, and use medical terminology related to the respiratory system.
• Describe the digestive anatomy of each digestive organ and explain the physiology of mechanical and/or chemical digestion in each. Use medical terminology related to the digestive system.
• Describe the anatomy of the kidney and nephron, describe filtration, reabsorption, and secretion, explain how urine volume and concentration is regulated, and use medical terminology related to the excretory system.
• Describe the male and female sex organs and their functions, explain the hormonal control of the adult male and female reproductive systems, list the requirements of pregnancy, and use medical terminology related to the male and female reproductive systems.

Policies

Report a Complaint or Concern

UA-PTC takes very seriously complaints and concerns regarding the institution. Most complaints or concerns of a specific nature should be initiated and resolved at the campus level through normal college processes whenever possible. UA - Pulaski Technical College receives and resolves complaints using a variety of methods. To report a complaint or concern, please follow the link below.

https://www.uaptc.edu/report-a-concern-complaint

UA-PTC Attendance Policy

Education at UA-PTC requires students’ active involvement in the learning process. Thus, students are expected to attend all classes and actively engage in all learning assignments and/or opportunities provided in their classes. Class attendance should be treated as mandatory by all students as attendance will be taken by all instructors during the first two weeks of class. Additionally, a written policy on student
attendance that is tied to course objectives and included in a course syllabus will be provided for each course by instructors.

**Departmental Attendance Policy**

Agencies granting financial assistance may be notified of the violation of the attendance policy by students receiving financial aid.

Attendance is taken starting the first day of the semester, with the exception of students who enroll after classes have started. Instructors have the right to count students absent if they arrive late to class, leave class early, or go in and out of the classroom during class time. Instructors have the right to lower a students grade based on excessive absences.

Any student who does not have active participation in the online portion or misses more than two weeks of laboratory may be administratively withdrawn from the class.

Any student who does not attend class within the first week will be considered a “no show” according to the campus attendance policy and will be reported as such and dropped from the class.

Instructors have the right to enforce PTC’s administrative drop policy for days of consecutive nonattendance. Such particulars as determined by the instructor are detailed in the paragraph below.

A student who misses more that two labs will have their grade dropped one letter grade; if more than three labs are missed, the student will automatically fail the course, no matter the reason or excuse.

**Course Policies**

The UA-PTC Catalog rules and regulations will be enforced in this course at all times. Please consult the following website for more information: [https://www.uaptc.edu/catalog](https://www.uaptc.edu/catalog)

Professional behavior is required. Punctual attendance and intelligent participation are expected. Particulars as determined by the instructor are detailed in the paragraph below.

Appropriate behavior is expected for all communications, including any notes, email messages, or telephone conversations. Some guidelines for communication are included in this syllabus to help you.

Learning modules will become available as the semester progresses. Each module includes required reading, digital learning content, PowerPoint slides, and homework assignment. At the end of each module, an examination will be given online. Each chapter covered will have an online assignment to be completed. This will require access with the McGraw-Hill Connect account. Students are given two attempts per assignment; the average score will be used. Each assignment has a due date and time, typically on Mondays at noon. After the submission period has ended, assignments will not be accepted for any reason, including technical issues. The instructor may also use in-lab “pop quizzes” to ensure
students are keeping up on their studies at home.

Laboratory activities are chosen from the manual for the students to complete during the laboratory period. Students are expected to work independently or with a lab partner after receiving instructions. There will be activities to participate in and anatomical models set out to aid in student learning. Participation and sufficient time spent studying will be a consideration in the student’s grade for the lab. Due to the set up and nature of the exercise, no laboratory can be made up by a student under any circumstances. In addition to completing the activities, a review sheet will be completed. Depending on the nature of the exercise, the review sheets will be due at the end of laboratory or the following week. A review sheet cannot be turned in if a student does not attend and stay for the entire exercise.

No extra credit work will be given at any point in the semester. Late assignments cannot be made up. An exam cannot be taken after it closes. The instructor will not respond to requests to round up grades at the end of the semester. Quality of work, timeliness, and effort throughout the semester are taken into account.

The student is responsible for maintaining his/her own record of points earned. “My Grades” on Blackboard will have student grades. Any discrepancies should be brought to the attention of the instructor by making an appointment.

A reliable personal computer and internet access are required when taking an online course. Students are expected to confront and work through any technical issues. If assistance with Blackboard is needed, students can get 24/7 help using the bookmark on Blackboard or by calling 1-866-588-3194. Unless there is a Blackboard outage.

Use of cell phones is not permitted during meeting times. If a student carries a cell phone, it should be placed on silent or turned off and be put away. Students needing to receive or place a call or message should step out of the meeting room in a non-disruptive manner to do so. A student using a cell phone in class or whose device causes a disruption, will be immediately dismissed from class, resulting in any loss of points for that meeting.

No food or drink is permitted in the laboratory room at any time. Students should not wear open toed shoes or shoes made of cloth. Proper safety and hygiene is expected of all students at all times.
Grading Policy
Letter grades will be based on the following scale:

- 90 to 100%  A
- 80 to 89%   B
- 70 to 79%   C
- 60 to 69%   D
- 0 to 59%    F

The overall course grade will be based on performance in two areas: lecture and laboratory.

- **Online:**
  - Exams: 400 points (4 x 100 points each)
  - Chapter Review: 140 points (14 x 10 points each)
  - Cumulative Final Exam: 200 points

- **Laboratory:**
  - Lab Practicals: 200 points (4 x 50 points each)
  - Lab Activities: 200 points (10 x 20 points each)

* Instructors have one week to provide feedback and post grades for all assignments unless otherwise noted by a departmental policy that has been approved by the Dean of the School.

In an online class, eligibility for Financial Aid is based on student participation. Logging into the course does not constitute participation. For purposes of roster certification, students must complete a gradable attendance artifact.

Academic Integrity

It is expected that all students who attend UA-PTC conduct themselves in a manner appropriate for the college experience. Academic integrity is a vital component of collegiate behavior. The UA-PTC catalog states, “The gaining of knowledge and the practice of honesty go hand-in-hand.”

The catalog also states, “The responsibility and authority of initiating discipline arising from violations of the rules against dishonesty during the process of the course are vested in the instructor of that course.”

The complete Academic Integrity Policy is in the UA-PTC code of conduct.

Under no circumstances should a student ever copy work from the textbook, other students, other resources, or the internet. Assignments should always be written using the student’s own words. Problems with answers given in the back of the textbook may not be copied. Exams must be taken
independently. The penalty for cheating is minimally a zero on the assignment but could be up to failure of the course.

Accommodation Policy

Services for Students with Disabilities: UA-PTC is committed to fulfilling all federal requirements as stated in the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the American with Disabilities Amendments Act (ADAAA) of 2008. Accommodations are available to students who have documented disabilities. Students who request accommodations must register with the Disability Services Office (Main Campus: 501-812-2738 or South Campus: 501-812-2862) and must provide current and relevant documentation.

Students requesting accommodations should inform the instructor at the beginning of the course or as soon as accommodations are approved. It is the student's responsibility to provide their Accommodation Letter to the instructor. Accommodations are not retroactive and will only be provided once your instructor receives the Accommodation Letter.

Student Code of Conduct

All students are expected to abide by the UA-PTC Student Code of Conduct. For the full Student Code of Conduct, access the most current version of the UA-PTC Academic Catalog.
http://uaptc.azurewebsites.net/docs/default-source/course-catalog/2017-18-academic-catalog.pdf?sfvrsn=a08a3038_2

Sexual Misconduct

No person at Pulaski Technical College will, on the basis of gender, be excluded from participation in, be denied benefits of, or be subjected to sex discrimination, sexual harassment or sexual misconduct under any education program or activity. All college administrative policies and procedures regarding sex discrimination, sexual harassment, and sexual misconduct are in compliance with Title IX. Students who feel they are victims of sexual misconduct should contact the UA-PTC Title IX Deputy Coordinator for Students:

Michelle Anderson, Director of Student Life and Leadership
Campus Center Building Room 216
501-812-2756
manderson@uaptc.edu

Course Evaluations
Students may be asked to evaluate their instructor and course near the end of the semester. These student evaluations are very important to the improvement in the quality of instruction and course materials. All results are anonymous and shared with the faculty only after the semester is over and grades have been posted.

Information Literacy

UA-PTC is committed to the Information Literacy Competency Standards for Higher Education as established by the Association of College and Research Libraries and endorsed by the National Forum on Information Literacy. Therefore, all courses will incorporate an information literacy component so that, by graduation, all students will be able to recognize the need for information, then locate, evaluate, synthesize, and communicate information in an ethical manner. Information literacy encompasses critical thinking, research, media, technology, health, business, and visual literacy skills to produce lifelong learners who can make informed decisions in the workplace and in their personal lives.

Tentative Course Schedule
<table>
<thead>
<tr>
<th>Week</th>
<th>Assignment/Activity</th>
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<tbody>
<tr>
<td>January 14</td>
<td>Chapter 1 Available</td>
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<tr>
<td></td>
<td>Lab: Intro to Skeletal System (Exercise 13)</td>
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<tr>
<td>January 21</td>
<td>Chapter 2 Available</td>
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<td></td>
<td>No Lab-MLK Holiday</td>
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<tr>
<td>January 28</td>
<td>Chapter 3 Available</td>
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<tr>
<td></td>
<td>Lab: Axial Skeleton (Exercise 14, 15)</td>
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<tr>
<td>February 4</td>
<td>Chapter 4 Available</td>
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<tr>
<td></td>
<td>Lab: Appendicular Skeleton (Exercises 16,17)</td>
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<tr>
<td>February 11</td>
<td>Chapter 5 Available</td>
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<tr>
<td></td>
<td>Exam 1 (Chapters 1-4) – February 15, 16</td>
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<td></td>
<td>Lab Practical – Skeletal System</td>
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<tr>
<td>February 18</td>
<td>Chapter 6 Available</td>
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<tr>
<td></td>
<td>Lab: Muscular System (Exercises 22,23)</td>
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<tr>
<td>February 25</td>
<td>Chapter 7 Available</td>
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<tr>
<td></td>
<td>Lab: Muscular System (Exercises 24,25)</td>
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<tr>
<td>March 4</td>
<td>Chapter 8 Available</td>
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<td>Exam 2 (Chapters 5-7) – March 8, 9</td>
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<td></td>
<td>Lab Practical – Muscular System</td>
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<tr>
<td>March 11</td>
<td>Chapter 9 &amp; 10 Available</td>
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<td></td>
<td>Lab: Brain and Cranial Nerves (Exercise 30)</td>
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<tr>
<td>March 18</td>
<td>No Lab-Spring Break</td>
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<tr>
<td>March 25</td>
<td>Chapter 11 Available</td>
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<td></td>
<td>Lab: Special Senses (Exercises 33-38)</td>
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<tr>
<td>April 1</td>
<td>Chapter 12 Available</td>
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<td></td>
<td>Lab: Cardiovascular System (Exercises 43, 44)</td>
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<td></td>
<td>Exam 3 (Chapters 8-11) – April 5, 6</td>
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<tr>
<td>April 8</td>
<td>Chapter 13 Available</td>
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<tr>
<td></td>
<td>Lab Practical-Nervous and Cardiovascular Systems</td>
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Final Exam Schedule: Monday May 6

Disclaimer: This schedule is a guide for the semester. The instructor reserves the right to amend the schedule as necessary.
Course Agreement Form

Read, complete, and return to instructor:

I have read the course syllabus for Dustin Johnson’s Structure and Function class at Pulaski Technical College, and I understand its content. I also understand the rules for the class, and I will follow and abide by these rules, including those relating to attendance, assignments, grading criteria, plagiarism, and behavior.

Semester

Date

Print name

Signature

UA-UA-PTC Email address

Telephone