California State University Sacramento  
BIO 25: Human Anatomy and Physiology I  
Fall 2011

Course Description  
Biology 25 is designed to provide basic terminology and concepts relevant to anatomy and physiology. This course examines structure/function relationships, homeostasis, organizational levels and bodily systems (particularly the skeletal, muscular and nervous systems).

Instructor  
Dr. Marcello Caso  
Email: mcaso@saclink.csus.edu  
Office: SQU 339  
Phone: Please email me instead

Schedule  
Lecture: TR 1:30-2:45 p.m.  
SQU 301  
Lab*: TR 3:00, 4:30 or 6:00 p.m.  
SQU 222  
Office Hours: TR 12:00-1:15 p.m.  
SQU 339 (or by appointment)

* If you are in the WF lab at 9:00 a.m., Dr. Strandgaard will provide you with further instructions.

Required Course Material:
• Lecture: Human Anatomy & Physiology, 8th Ed. – Marieb and Hoehn (bookstore). E-text options are also available on www.MasteringAandP.com in lieu of a paper copy.
• Laboratory: Exploring Anatomy and Physiology in the Laboratory – Amerman (bookstore)
• Scantron forms: #882-E
• Suggested: Three-hole binder

Grading:
A single grade (lecture + lab) will be given at the end of the semester, based on the overall points earned in lecture and lab. The lecture portion of the course will be 65% of your final grade and the lab portion will be 35% of your final grade. They will be combined for final course grades and assigned as follows:

93.00-100% = A  
83.00-86.99 = B  
73.00-76.99 = C  
63.00-66.99 = D
90.00-92.99 = A-  
80.00-82.99 = B-  
70.00-72.99 = C-  
60.00-62.99 = D-
87.00-89.99 = B+  
77.00-79.99 = C+  
67.00-69.99 = D+  
Below 60.00 = F

Please note my policy that a grade of WU will not be issued for any student staying in the course beyond Exam 2, unless extenuating circumstances prevail.

Lecture Evaluation (65% of final grade):
• 4 lecture exams (dates below) worth 100 points each for a total of 400 points  
• Lecture homework (online) will be normalized to 100 points  
• The two lowest lecture homework assignments will be dropped in the end.  
• Lecture extra credit (this will be incorporated into your online homework)  
• Total available points in lecture = 400 (exams) + 100 (homework) = 500 points

Laboratory Evaluation (35% of final grade):
• 4 laboratory exams (dates below) worth 100 points each for a total of 400 points  
• 7 lab quizzes (dates below) worth 20 points each  
• The two lowest quizzes will be dropped, resulting in 100 points total for quizzes  
• Lab extra credit – online extra credit plus attendance (see below)  
• Total available points in lab = 400 (exams) + 100 (quizzes) = 500 points
Note:
- The following is a tentative schedule for lecture and lab and is subject to change.
- The lab days denoted with an asterisk (*) are quiz days in lab.

<table>
<thead>
<tr>
<th>DATE</th>
<th>LECTURE</th>
<th>LAB</th>
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</thead>
<tbody>
<tr>
<td>08/30</td>
<td>T Introduction</td>
<td>Introduction</td>
</tr>
<tr>
<td>09/01</td>
<td>R Chapter 1 (Biological Organization)</td>
<td>Lab 1 (Anatomical Terms)</td>
</tr>
<tr>
<td>09/06</td>
<td>T Chapter 2 (Chemical Level of Organization)</td>
<td>Lab 2 (Anatomical Terms – continued)</td>
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<tr>
<td>09/08</td>
<td>R Chapter 3 (Cell Membrane)</td>
<td>Lab 3 (Cytology)*</td>
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<tr>
<td>09/13</td>
<td>T Chapter 3 (continued)</td>
<td>Lab 4 (Membrane Transport)</td>
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<tr>
<td>09/15</td>
<td>R Chapter 4 (Tissues)</td>
<td>Lab 5 (Histology: Epithelial tissue)*</td>
</tr>
<tr>
<td>09/20</td>
<td>T Review/catch-up</td>
<td>Lab 6 (Histology: Connective tissue)</td>
</tr>
<tr>
<td>09/22</td>
<td>R [LECTURE EXAM 1 (Chapters 1, 2, 3 and 4)]</td>
<td>LAB EXAM 1 (Labs 1-6)</td>
</tr>
<tr>
<td>09/27</td>
<td>T Chapter 5 (Integumentary System)</td>
<td>Lab 7 (Integumentary System)</td>
</tr>
<tr>
<td>09/29</td>
<td>R Chapter 6 (Bones and Skeletal Tissue)</td>
<td>Lab 8 (Osseous Tissue)</td>
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<tr>
<td>10/04</td>
<td>T Chapter 6 (continued)</td>
<td>Lab 9 (Axial Skeleton)*</td>
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<tr>
<td>10/06</td>
<td>R Chapter 8 (Joints)</td>
<td>Lab 10 (Axial Skeleton – continued)</td>
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<tr>
<td>10/11</td>
<td>T Chapter 8 (continued)</td>
<td>Lab 11 (Appendicular Skeleton)*</td>
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<tr>
<td>10/13</td>
<td>R Review/catch-up</td>
<td>Lab 12 (Articulations)</td>
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<tr>
<td>10/18</td>
<td>T [LECTURE EXAM 2 (Chapters 5, 6 and 8)]</td>
<td>LAB EXAM 2 (Labs 7-12)</td>
</tr>
<tr>
<td>10/20</td>
<td>R Chapter 9 (Muscles and Muscle Tissue)</td>
<td>Lab 13 (Muscle Tissue)</td>
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<tr>
<td>10/25</td>
<td>T Chapter 9 (continued)</td>
<td>Lab 14 (Intro to muscles)</td>
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<tr>
<td>10/27</td>
<td>R Chapter 9 (continued)</td>
<td>Lab 15 (Muscles)*</td>
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<tr>
<td>11/01</td>
<td>T Chapter 11 (Nervous Tissue)</td>
<td>Lab 16 (continued)</td>
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<tr>
<td>11/03</td>
<td>R Chapter 11 (continued)</td>
<td>Lab 17 (continued)</td>
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<tr>
<td>11/08</td>
<td>T Chapter 11 (continued)</td>
<td>Lab 18 (continued)*</td>
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<tr>
<td>11/10</td>
<td>R Review/catch-up</td>
<td>Lab 19 (Nervous Tissue)</td>
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<tr>
<td>11/15</td>
<td>T [LECTURE EXAM 3 (Chapters 9 and 11)]</td>
<td>LAB EXAM 3 (Labs 13-19)</td>
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<tr>
<td>11/17</td>
<td>R Chapter 12 (Brain and spinal cord)</td>
<td>Lab 20 (Central Nervous System)</td>
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<tr>
<td>11/22</td>
<td>T Chapter 12 (continued)</td>
<td>Lab 21 (Central Nervous System – cont’d.)</td>
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<tr>
<td>11/24</td>
<td>R THANKSGIVING HOLIDAY</td>
<td>NO CLASSES</td>
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<tr>
<td>11/29</td>
<td>R Chapter 13 (Cranial and spinal nerves)</td>
<td>Lab 22 (Peripheral Nervous System)</td>
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<tr>
<td>12/01</td>
<td>T Chapter 13 (Cranial and spinal nerves)</td>
<td>Lab 23 (Sheep Brain Dissection)*</td>
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<tr>
<td>12/06</td>
<td>T Chapter 14 (Autonomic nervous system)</td>
<td>Lab 24 (Sheep Eye Dissection)</td>
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<tr>
<td>12/08</td>
<td>R Review/catch-up</td>
<td>LAB EXAM 4 (Labs 20-24)</td>
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<tr>
<td>12/15</td>
<td>R [FINAL LECTURE EXAM (Chapters 12, 13 and 14)] 12:45 – 2:45 p.m. in SQU 301</td>
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Missed Lectures and Labs:
You will receive instructions and reminders in lecture and lab throughout the semester. If you miss class, it is your responsibility to obtain the information from a classmate or from me, preferably during office hours or by appointment. Please be certain that you have all the material covered and are aware of important dates and changes. When all else fails, get help from your lab buddies:

1. Name ___________________________ Cell or email ___________________________

2. Name ___________________________ Cell or email ___________________________
Online Coursework:

Log onto SacCT to find the syllabus, lecture notes and other essential material for this course. Online assignments, however, will not be assigned through SacCT, but through the website, www.MasteringAandP.com. Reminders about online homework will be given in class but it is incumbent upon you to check the website regularly for any upcoming assignments. Because two homework assignments are dropped, no extensions or make-ups are possible, including for technical problems such as a faulty internet connection or a server failure in the hours before an assignment is due. Extra credit points for both lecture and lab are built into the online homework assignments. I ask that you please set up your online account within the first few days of class to allow for correction of any glitches. Go to the website, www.MasteringAandP.com, create a log-in and use the following to gain access:

• Course Title: BIO 25 – Human Anatomy and Physiology I (Fall 2011)
• Course ID (also referred to as the “course code”) – BIO25CasoFall2011
• Access Code: This will come with your textbook at the bookstore. If you purchase your textbook elsewhere, you can purchase an access code online at www.MasteringAandP.com.

Lab Extra Credit:

When excluding exam days and the introductory lab, there are 24 instructional lab days. A maximum of 20 extra credit points can be earned for meaningful participation in these labs. You must show up no more than 5 minutes late and sign in. After completing all the required lab work, you will sign out. Upon doing so, you will earn one extra credit point for each of these instructional labs (up to a maximum 20 points) to be tacked on to your lab totals at the end. This means that you may miss 4 labs without losing any potential extra credit.

Please note that signing in/out a friend is considered academic dishonesty and will be treated as such. Furthermore, just showing up is not sufficient. If it is determined that your participation in a given lab has not been meaningful, no points are awarded and you may be asked to leave. In other words, extra credit cannot be earned if you are present but being disruptive, texting your friends, working on other material, etc.

Quizzes and Exams:

Seven lab quizzes will be administered on the dates marked above with an asterisk (*). Each one is 20 questions for 20 points to be completed in 10 minutes. A scantron is required. At the end of the course, your two lowest quizzes will be dropped, giving you a total of 100 (20 x 5) points possible for quizzes. Quizzes cannot be made up. Missed quizzes due to illness, incapacitation or other circumstances will be treated as one of the dropped quizzes. If you miss more than two quizzes for whatever reason, documentation deemed sufficient by the instructor will have to be presented in order to give your remaining quizzes additional weight in the final grade calculation. Please note that quizzes are administered promptly at the beginning of lab. If you come late and the quiz has already begun, you will not be given extra time. If the quiz has already finished, you will not be allowed to take it.

Four lecture exams will be administered on the dates noted above and will consist of multiple choice questions taken from what we cover in class, your textbook and the online homework. Each of the four lecture exams will be 100 questions for 100 points to be completed in 70 minutes. Four lab exams will be administered on the dates noted above and will rely heavily on structure identification using images/diagrams. Each of the four lab exams will be 100 questions for 100 points and are designed in “lab station format”. A scantron is required for both lecture and lab exams.

As a matter of policy, exams are quizzes are not handed back for you to keep, but you are welcome to review any of them during office hours or by emailing me for an appointment. Absolutely no make-up lecture or lab exams will be given without a valid/documented reason for missing that exam and you are expected to contact me immediately.
Presentations and Study Preparation:
Material is usually presented in such a way as to require you to take some notes and/or make diagrams. Pre-packaged notes are available for both lecture and lab; however, you will need to supplement this material with your own notes. This is done for a reason and your ability to tackle anatomy and physiology depends on this. The physical act of paying attention to the material presented and synthesizing the information with notes and diagrams is critical to success. The passive practice of following a slide presentation or simply staring at an image will not put you on the road to mastering the material. A superficial memorization of the material will be insufficient. You are encouraged to consult a variety of sources and draw pictures from scratch. Be able to identify a structure (no matter where the image comes from) and know its function.

Academic Misconduct:
Cheating and plagiarism will not be tolerated. Observation of any activity suggesting academic misconduct will result in a score of 0 for that assignment/exam and may result in a grade of “F” for the course. The incident may also be reported to the Chair of the Biological Sciences Department.

Students with Disabilities or Special Needs:
If you require special accommodations, you need to provide disability documentation to SSWD, Lassen Hall 1008, (916) 278-6955. Please discuss your situation with me after class or during my office hours in the first few days of the course so that we may prepare accordingly.

Final Notes:
No other extra credit will be available except what is detailed here – neither for lecture nor lab. If you want to do well, you must be prepared to work diligently, as this course can be time-consuming. Passing someone based on other criteria is unfair to those who put their noses to the grindstone. Your scores will be posted regularly. Do check them often and see me as soon as possible with any questions or concerns regarding your grade and/or performance in the class.

Please be prepared to tackle a lot of material. Work hard and don’t get behind. If you need assistance, I will do my best to help you. Good luck!