General Class and Course Information

Course ID: BSC2085L
Course Subject: BSC
Course Number: 2085L
Course Title: Anatomy and Physiology 1 Lab (AA)
Reference Number: 257143
Credits/ Clock Hours: 1.00
Term/Date: Fall 2019; 2019-08-22 - 2019-12-18
Days: T
Time: 11:00 AM - 1:45 PM
Room: NS 00212

Course Description: This laboratory accompanies BSC2085. This course provides an introduction to the structure and functions of the human body. Topics cover histology and study of the integumentary, skeletal, muscular and nervous systems. In a lecture science course where there is a required co-requisite lab, students may withdraw from the lab class, but stay in the lecture class. (Students may also choose to withdraw from both). Students will not be allowed to withdraw from the lecture and remain enrolled in the lab. (*)

Prerequisite/Corequisite:Prerequisite: Appropriate math, English and reading placement scores or course completion required to enroll in this course; Corequisite: BSC2085 (with a grade of C or higher)

Instructor's Information
Name: Dr. Sankaranarayana Chandramohan
Office Location: NS 0209
Telephone: (561) 868-4021
Faculty Webpage: https://www.palmbeachstate.edu/pf/Faculty.aspx?id=chandras
Email: chandras@palmbeachstate.edu

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Course Learning Outcomes

- Compare and contrast the anatomy and physiology of the human integumentary, skeletal, muscular and nervous systems.
- Describe the structure and function of various cell types.
- Identify and give examples of different cell histology and stages of the cell cycle.
- Identify the basic structures of the brain, eye and ear.
- Identify the bones and markings of the skeletal system.
- Relate muscle actions to their origins and insertions.
Class Information
Methods used in this class will consist of interactive lectures with PowerPoints and discussions. All students are expected to be courteous to everyone.

Classroom discussions will include student perspectives, perceptions and points of view that may differ and should be respected. Students are expected to be on time and to behave appropriately. Tardiness is disruptive and students who enter class late will not only disturb their fellow students, but miss out on what already has been discussed.

Assignments, Tests, Quizzes and Final Exam Schedule, with percentage/points of grade
2 Quizzes (50 points each = 100 points total)
2 Practical Exams (100 points each)

Semester Grade: Sum of all points earned divided by 300 and percentage calculated

Lab, exam, and quiz schedule will be given out on the first day of class.
Quizzes are multiple choice, true/false, fill in, &/or essay.
Practical Exams consist of moving to stations with questions (fill in the blank responses) pertaining to models or specimens. Please note that exams may have questions relating to previous material. This course compounds knowledge as the ‘body’ is built of systems that are interrelated.

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<th>Letter Grade</th>
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<tr>
<td>A</td>
<td>270 and above Points</td>
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<td>B</td>
<td>240 to 269 Points</td>
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<td>C</td>
<td>210 to 239 Points</td>
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<td>D</td>
<td>180 to 209 Points</td>
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<td>&lt; 180 Points</td>
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Grading

<table>
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<th>Value</th>
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<tbody>
<tr>
<td>A</td>
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<tr>
<td>B</td>
<td>89 - 80%</td>
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<td>C</td>
<td>79 - 70%</td>
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<td>D</td>
<td>69 - 60%</td>
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<td>F</td>
<td>59 - 0%</td>
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Attendance Policy
Students are expected to attend all courses and course activities for which they are registered. Any class meeting missed, regardless of cause, reduces the opportunity of learning and may adversely affect a student's achievement in the course. An accurate record of attendance will be kept for each course.

Students who attend class regularly benefit not only from the facilitation of the subject material by the instructor, but by the interaction with fellow students in class. Attendance is taken at each class, however, it is not a part of the grade. Please note that the lab consists of hands-on experiences and if you miss lab, you will not be able to make this up. All quizzes and practical exams depend on your hands-on experiences in the lab. Students who enter class late will not only disturb their fellow students, but miss out on what already has been discussed. Therefore, please be in class on time.

**Electronic Device Policy**

Cell phones and laptops may only be used in class when they are being utilized for course work such as dictionary usage or note taking. If you have an emergency and are waiting for a phone call, inform the instructor ahead of time.

Students may email the instructor at any time.

PBSC email: All communications to and from the student and professor will be completed by using your PBSC email address. Your email address may be found on your PantherWeb page. It will need to be activated. Please follow instructions given the first time you sign in.

Cell phones should be kept on silent or vibrate.

**Late Assignment Policy**

Any and all class assignments must be completed by announced due time/date.

**Make-up Exam Policy**

Do not miss practical exams. No makeup exams will be offered if a student is unable to take the practical exam at his/her scheduled date and time. The instructor may provide makeup quizzes at his own discretion, may provide a different version of the test, and may require its completion outside of class.

**Academic Dishonesty Policy**

Academic dishonesty includes the following actions, as well as other similar conduct aimed at making false representation with respect to the student's academic performance: (1) Cheating on an exam, (2) Collaborating with others on work to be presented, if contrary to the stated rules of the course, (3) Submitting, if contrary to the rules of the course, work previously submitted in another course, (4) Knowingly and intentionally assisting another student in any of the above actions, including assistance
in an arrangement whereby work, classroom performance, examination, or other activity is submitted or performed by a person other that the student under whose name the work is submitted or performed, (5) Plagiarism.

**Academic Dishonesty Penalty for Violation**
Academic dishonesty will result in a failing grade for this class.

**Quiz/Exam Rules:**

1. NO talking during quiz/exam.
2. NO cell phones out or in pockets. Cell phones must be placed on silent and placed in book bags and purses.
3. Quizzes/exams must be handed in immediately when I say time is up.

NOTE: Failure to comply with these rules will result in a zero on the quiz/exam.

**Withdrawal Policy**
I do not give students a “WX” for lack of attendance. It is your responsibility to withdraw if you cannot attend class.

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**Blackboard Gradebook/SafeAssign (GB) Class Information**

This course meets traditionally in the classroom, but is also supported by a limited Blackboard course site. This course site provides an electronic Gradebook and may also provide SafeAssign assignments and some handouts/links to online resources which require you to have Internet access. Before you decide to take this course which utilizes a Blackboard Gradebook/SafeAssign course support site, it is recommended that you carefully review the:

**Blackboard Access**

- Access to your Component Course is AVAILABLE each term on the FIRST DAY OF CLASSES

**Blackboard Orientation and Assistance**

- How to Register for the Free Online Orientation Course: ELO1000
- How to obtain Blackboard assistance from the Online Student Support Center

**Blackboard Tips & Tutorials**

- How to Ensure your Computer is Compatible
- Ensure you Understand Examination and Assignment Rules
- Learn the Functions of Blackboard

Then proceed to - Palm Beach State Blackboard (https://palmbeachstate.blackboard.com) to Login to your Gradebook/SafeAssign (GB) Course Site (not available before the
first day of class) using the same **USERNAME** and **PASSWORD** you used to register for classes.

**For Additional Information and Obtaining Assistance visit the eLearning Student Support Center**
https://www.palmbeachstate.edu/elearning/students/default.aspx

**Blackboard Gradebook/SafeAssign (GB) Course Requirements**

**Computer Systems**

Your computer system resources must be compatible with the Learning Management System (LMS) used to deliver/manage course content. System Check (analysis) is provided on the course login page at https://palmbeachstate.blackboard.com. Your computer needs to be configured per recommended settings. Failure to do so generally results in test submission and other participative action errors. These types of errors are generally not accepted as an excuse for missed submissions.

**SLC Computer Lab**

If students do not have access to a computer at home, the SLC Computer Lab at a Palm Beach State campus can be used to complete course assignments. Visit the SLC Computer Lab webpage at http://www.palmbeachstate.edu/slc for location and hours.

**Student Computer & Learning Management System Skills**

Students need to possess basic web browsing skills and need to learn the functions of the Learning Management System (LMS). Students can learn how to use the LMS by enrolling in a free **ELO1000 Online Orientation Course**. Online video tutorials are provided for all major LMS functions and can be accessed from the online classroom by clicking on the **‘Support’** tab on the right-hand side of the course window.

**Course Login**

Information on how to change your password and solving other login related issues is provided on the LMS Login Page:

https://palmbeachstate.blackboard.com - simply follow the link
Forgot Your Password?
(https://webservices1.palmbeachstate.edu/FCCSC/pbsc/security/passwordhelp.jsp)

Please keep in mind:
Username: Your PBSC Student ID
Password: Your PBSC Password (must be 6 characters)

**Online Textbook Purchase**

The textbook(s) can be purchased at the PBSC Campus Bookstore or online at http://www.bkstr.com/palmbeachstcentralstore/home.

**For GB Course Assistance, please contact your:**
- Professor/Instructor with Course Instructional Content (handouts provided, assignment availability dates, course instructions, etc.) issues.
Student Code of Conduct

Unauthorized Use of Voice and Video Recording
Using any device to make an audio or video recording of any person without their prior knowledge or express consent.

College Policies

Academic Dishonesty/Integrity
Academic misconduct including, but not limited to, unauthorized use of aids, cheating, fabrication, plagiarism, or facilitating academic dishonesty in the classroom or other college environments, as defined below:

Plagiarism

- Taking the words or specific substance of another and either copying or paraphrasing the work without giving credit to the source.
- Submitting a term paper, examination or other work written by someone else.
- Failure to give credit in a footnote for ideas, statements of facts or conclusions derived by another.
- Failure to use quotation marks when quoting directly from another person, whether it is a paragraph, a sentence or even a part thereof.
- Similar and extended paraphrasing of another.

Cheating
Using unauthorized notes, study aids, or information from another student or student’s paper on an in-class examination; altering a graded work after it has been returned, then submitting the work for regrading; and allowing another person to do one’s work and to submit the work under one’s own name or otherwise not following the rules or instruction to gain an advantage.

Fabrication
Presenting data in a piece of work that were not gathered in accordance with guidelines defining the appropriate methods for collecting or generating data and failing to include a substantially accurate account of the method by which the data were generated or collected.

Aiding and Abetting Dishonesty
Providing material or information to another person with knowledge that these materials or information will be used improperly pursuant to Florida Statutes 877.17 (1).

Forgery
Altering documents affecting academic records; forging a signature of authorization or falsifying information on an official academic document, election form, grade report,
letter of permission, petition, or any document designed to meet or exempt a student from an established College academic regulation.

**Warning:** Students may not withdraw from a class to avoid a failing grade as a result of such a violation.

Please refer to the Palm Beach State College Student Handbook ([www.palmbeachstate.edu/current](http://www.palmbeachstate.edu/current) for link to the student handbook).

**Classroom Etiquette and Student Behavior Guidelines**
Students will demonstrate respect for professors and fellow students. Behavior that is deemed disruptive to a positive learning environment will be addressed by the professor and may result in a warning. If the student's behavior is deemed extreme in nature, the student will be referred to the dean of students for disciplinary action in accordance with the Student Handbook. Consequences for such behavior may result in formal conduct charges and sanctions.

**Computer Competency Component**
Each student will, to the satisfaction of the professor, demonstrate a fundamental understanding of basic computer operations through various professor-determined exercises and/or assignments.

**Disability Support Services**
Students with disabilities are advised, in compliance with federal and state laws, that accommodations and services are available through the office of Disability Support Services (DSS). It is the student's responsibility to contact the Disability Support Services office and to submit appropriate documentation prior to receiving accommodations and/or services. Please see the website at [www.palmbeachstate.edu/disability](http://www.palmbeachstate.edu/disability) for additional information.

**Eating, Drinking and Smoking**
Eating and drinking are confined to areas designated on the campus. Smoking, including electronic cigarettes (also known as e-cigarettes, vapors, vaporizers, or nicotine vaporizers), is not permitted in any College building and only in areas designated at each campus.

**Final Course Grade Appeal**
The evaluation of academic work is the responsibility of the faculty member/instructor. The method for assigning the final course grade is established by the faculty member/instructor. Per Board Rule 6Hx-18-3.191, faculty/instructors shall communicate the grading policy of the course to their students in writing. If this policy changes during the term, students should be notified of any changes in writing. The method to determine final course grades must be communicated to students in a course syllabus prior to the beginning of the course. Should a student have a question about a final course grade, please follow the procedures as outlined in the student handbook: [www.palmbeachstate.edu/current](http://www.palmbeachstate.edu/current).

**Mid-Term Grade Reporting**
Within one week after the close of the mid-term grading period, mid-term grades will be made available to all students for each class by either written notification or individual conference.

**Student Responsibility Policy**
When a student attends the College, s/he becomes subject to its jurisdiction. Students are expected to conduct themselves in a responsible manner, in all areas of campus.
life. By enrolling, they pledge to obey the rules and regulations of the College and are responsible for observing all College policies and procedures as published in the student handbook, the College catalog, and other College publications which may be related to specific program of study. The student will be responsible for preparing for class, participating in class, and completing assignments on time.

**Palm Beach State Websites of Interest**
Please see this web page ([www.palmbeachstate.edu/current](http://www.palmbeachstate.edu/current)) for a list of web addresses for students.

**Withdrawal Policy for Individual Courses**
The last day to withdraw from a College course with a "W" grade in this course is **2019-11-06**. It is the responsibility of the student to use the PantherWeb system or visit a campus Registrar’s office to withdraw. An official withdrawal entitles the student to a grade of "W" in the class. Students may not withdraw from a class to avoid a failing grade as a result of a violation of the Academic Dishonesty/Integrity Policy.

**Department Contact Information**
- **Name:** Dr. Hernan O. Aviles
- **Office Location:** NS229
- **Telephone:** (561) 868-3363
- **Email:** avilesh@palmbeachstate.edu
- **Job Title:** Anatomy-Physiology Department Chair, Professor III