CONTACTING YOUR INSTRUCTOR

University policy requires that all electronic communications go through a student’s UTRGV email (example: your.name01@utrgv.edu). Always include your full name, student ID, course and section numbers in your emails.

REQUIRED LECTURE MATERIALS


Option 1:
The following is a physical textbook in loose-leaf format and an electronic version of the textbook, includes Modified Mastering A&P access code:


Option 2:
The following is an electronic textbook, includes Modified Mastering A&P access code:


Option 3:
The following is a Modified Mastering A&P access code only, does not include text:


- Lecture materials can be purchased through our Blackboard course (Modified Mastering A&P link) and at the University bookstore.
- Modified Mastering A&P assignments will always be accessed through our Blackboard course.

COURSE DESCRIPTION

Anatomy and Physiology II is the second part of a two-part course sequence. We study the structure and function of the human body including the following systems: endocrine, cardiovascular, immune, lymphatic, respiratory, digestive (including nutrition), urinary (including fluid and electrolyte balance), and reproductive (including human development and genetics). Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis.

Corequisite: BIOL 2402 lecture requires concurrent enrollment in a BIOL 2402 laboratory section.

Prerequisite: BIOL 2401 (may not be taken concurrently)
LEARNING OUTCOMES FOR THE COURSE

Upon successful completion of this course, students will:
1. Use anatomical terminology to identify and describe locations of major organs of each system covered.
2. Explain interrelationships among molecular, cellular, tissue, and organ functions in each system.
3. Describe the interdependency and interactions of the systems.
4. Explain contributions of organs and systems to the maintenance of homeostasis.
5. Identify causes and effects of homeostatic imbalances.
6. Describe modern technology and tools used to study anatomy and physiology.

LEARNING OBJECTIVES FOR CORE CURRICULUM REQUIREMENTS

This course meets 3 hours of the core requirement for Life and Physical Sciences (2 courses—6 hours required; lecture only) Objectives: Critical Thinking, Communication, Empirical & Quantitative Skills, Teamwork.

Critical thinking: is a way of examining and exploring issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion.

Communication: Written communication is the development and expression of ideas in writing. Written communication involves learning to work in many genres and styles. It can involve working with many different writing technologies, and mixing texts, data, and images. Written communication abilities develop through iterative experiences across the curriculum.

Oral communication is a prepared, purposeful presentation designed to increase knowledge, to foster understanding, or to promote change in the listeners' attitudes, values, beliefs, or behaviors.

Empirical and Quantitative Skills: Quantitative Literacy (QL) – also known as Numeracy or Quantitative Reasoning (QR) – is a “habit of mind,” competency, and comfort in working with numerical data. Individuals with strong QL skills possess the ability to reason and solve quantitative problems from a wide array of authentic contexts and everyday life situations. They understand and can create sophisticated arguments supported by quantitative evidence and they can clearly communicate those arguments in a variety of formats (using words, tables, graphs, mathematical equations, etc., as appropriate).

Teamwork: is the ability of individuals to work together to accomplish a task or produce a product in a way that is respectful and values the strengths of the members of the team.

AND

1 hour of the core requirement for Integrative and Experiential Learning Courses (up to 3 hours from science labs) in this category involve interdisciplinary topics or approaches and/or learning through direct experience. Science Labs (maximum 3 hours; offered in conjunction with science courses listed in the Life and Physical Sciences component area)

The direct experience in these labs will include dissections, experiments and observations using equipment such as the microscope. This will allow the student to learn to use and practice using scientific equipment.
COURSE GRADING POLICY

Final numeric and letter grade for BIOL 2402 includes your lecture and lab grades combined as follows:

LECTURE GRADE IS WORTH 75% OF TOTAL GRADE
Your total lecture grade will consist of the following:

I. EXAMS (80%)
- Exams average counts for 80% of your lecture grade.
- There are five unit exams and one comprehensive final exam. There is a total of six exams, however only the top four of these exam grades will be calculated into your lecture grade. The lowest two exam grades will be dropped. Each averaged exam grade is worth 20% of your lecture grade.
- You will need a clean Scantron form No. 882-E and a No. 2 pencil with eraser for each exam.
- Exams must be taken on the day and time they are scheduled. See page 4 of syllabus for schedule of lecture activities.
- The grade for a missed exam is a zero (0).
- The comprehensive final exam will be mandatory for anyone who has missed a unit exam.
- You must be punctual to examinations, otherwise you will not be allowed to take an exam.
- Missed exams cannot be made up.

II. ASSIGNMENTS (20%)
- The average of all Modified Mastering A&P and in-class assignments count for 20% of your lecture grade.
- Modified Mastering A&P assignments are administered for each chapter through Blackboard and must be completed and submitted within the allotted time and by the due date. Homework is for your benefit; it helps you learn course material.
- Missed Modified Mastering A&P assignments cannot be made up.
- In-class assignments may be assigned at any moment. These must be personally completed and submitted in class within the allotted time and by the due date. Incomplete, late, and missed assignment submissions will not receive credit. Always include your full name, ID number, course and section numbers on all pages.
- You must bring paper, pen/pencil, and your textbook to class to complete in-class assignments.
- Missed in-class assignments cannot be made up.
- See page 5 of syllabus for written assignments guidelines.

LAB GRADE IS WORTH 25% OF TOTAL GRADE
The lab grading policy will be provided by your laboratory instructor. Your lab instructor will determine your lab grade for the course. You must be enrolled in a lab section for this course in the present semester. You must let me know the lab section you are enrolled in at the beginning of the semester. OVERALL NUMERIC GRADE FOR THE COURSE WILL NOT BE ROUNDED. THERE ARE NO EXTRA CREDIT ASSIGNMENTS. LETTER GRADES (LECTURE + LAB) WILL BE ASSIGNED AS PER THE FOLLOWING GRADING SCALE:

A = 100 – 90; B = 89.9 – 80; C = 79.9 – 70; D = 69.9 – 60; F = Failure (below 60)
<table>
<thead>
<tr>
<th>Week No.</th>
<th>Week Dates</th>
<th>Topics</th>
<th>Chapters</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>January 16 – 18</td>
<td>Course Introduction</td>
<td>16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>The Endocrine System</td>
<td>16</td>
</tr>
<tr>
<td>2</td>
<td>January 22 – 25</td>
<td>The Endocrine System</td>
<td>16</td>
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<td></td>
<td></td>
<td>The Endocrine System</td>
<td>16</td>
</tr>
<tr>
<td>3</td>
<td>January 29 – 31</td>
<td>The Endocrine System</td>
<td>16</td>
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<td></td>
<td>February 1</td>
<td>Blood</td>
<td>17</td>
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<td></td>
<td></td>
<td>The Heart</td>
<td>18</td>
</tr>
<tr>
<td>4</td>
<td>February 5 – 8</td>
<td>The Heart</td>
<td>18</td>
</tr>
<tr>
<td></td>
<td></td>
<td>**EXAM 1: Wednesday 02/07/18</td>
<td>Thursday 02/08/18**</td>
</tr>
<tr>
<td>5</td>
<td>February 12 – 15</td>
<td>Blood Vessels</td>
<td>19</td>
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<tr>
<td></td>
<td></td>
<td>Blood Vessels</td>
<td>19</td>
</tr>
<tr>
<td>6</td>
<td>February 19 – 22</td>
<td>The Lymphatic System &amp; Lymphoid Organs and Tissues</td>
<td>20</td>
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<tr>
<td></td>
<td></td>
<td>The Immune System: Innate and Adaptive Defenses</td>
<td>21</td>
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<tr>
<td>7</td>
<td>February 26 – 28</td>
<td>The Immune System: Innate and Adaptive Defenses</td>
<td>21</td>
</tr>
<tr>
<td></td>
<td>March 1</td>
<td>**EXAM 2: Wednesday 02/28/18</td>
<td>Thursday 03/01/18**</td>
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<tr>
<td>8</td>
<td>March 5 – 8</td>
<td>The Respiratory System</td>
<td>22</td>
</tr>
<tr>
<td>9</td>
<td>March 12 – 15</td>
<td>The Respiratory System</td>
<td>22</td>
</tr>
<tr>
<td></td>
<td></td>
<td><em>Spring Break.</em></td>
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<td></td>
<td></td>
<td><em>No Classes.</em></td>
<td></td>
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<tr>
<td>10</td>
<td>March 19 – 22</td>
<td>The Digestive System</td>
<td>23</td>
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<tr>
<td></td>
<td></td>
<td>The Digestive System</td>
<td>23</td>
</tr>
<tr>
<td>11</td>
<td>March 26 – 29</td>
<td>**EXAM 3: Monday 03/26/18</td>
<td>Tuesday 03/27/18**</td>
</tr>
<tr>
<td>12</td>
<td>April 2 – 5</td>
<td>Nutrition, Metabolism &amp; Energy Balance</td>
<td>24</td>
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<td></td>
<td></td>
<td>The Urinary System</td>
<td>25</td>
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<tr>
<td>13</td>
<td>April 9 – 12</td>
<td>The Urinary System</td>
<td>25</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Fluid, Electrolyte, and Acid-Base Balance</td>
<td>26</td>
</tr>
<tr>
<td>14</td>
<td>April 16 – 19</td>
<td>**EXAM 4: Wednesday 04/11/18</td>
<td>Thursday 04/12/18**</td>
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<tr>
<td></td>
<td></td>
<td>The Reproductive System</td>
<td>27</td>
</tr>
<tr>
<td>15</td>
<td>April 23 – 26</td>
<td>The Reproductive System</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pregnancy and Human Development</td>
<td>28</td>
</tr>
<tr>
<td>16</td>
<td>April 30 – May 1</td>
<td>Heredity</td>
<td>29</td>
</tr>
<tr>
<td></td>
<td>May 1 – 3</td>
<td>**Exam 5: Monday 04/30/18</td>
<td>Tuesday 05/01/18**</td>
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<td></td>
<td><em>May 3 – Study Day. No classes.</em></td>
<td></td>
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<tr>
<td></td>
<td>May 4 – 10</td>
<td><strong>FINAL EXAM – Date and time to be announced</strong></td>
<td>Comprehensive</td>
</tr>
</tbody>
</table>

Calendar dates and activities are subject to change. Changes will be announced in class or Blackboard.
IMPORTANT DATES FOR THE SPRING 2018 SEMESTER

Jan. 16 ...................................... Spring classes begin.
Jan. 19 ...................................... Last day to add a class or register for Spring classes.
Jan. 22 ...................................... Last day to withdraw (drop all classes) and receive an 80% refund.
Jan. 31 ...................................... Census day (last day to drop without it appearing on the transcript)
Mar. 12 – 17 ............................... Spring Break. No classes.
Mar. 30 – 31 ............................... Easter Holiday. No classes
April 12 ...................................... Last day to drop a class (grade of DR) or withdraw (grade of W)
May 3 ...................................... Study Day. No classes.
May 4 – 10 ............................... Final Exams

ADDITIONAL COURSE INFORMATION

IN-CLASS ASSIGNMENTS GUIDELINES

To receive full credit (up to 6 points per assignment), a response must meet the following criteria:

<table>
<thead>
<tr>
<th>Outcome</th>
<th>In-Class Assignments Grading Criteria</th>
<th>Total Points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Acceptable (2 points)</td>
<td></td>
</tr>
<tr>
<td>Explanation</td>
<td>A complete response with detailed explanation.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Somewhat Acceptable (1 point)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Explanation is unclear or incomplete.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Not Acceptable (0 points)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Misses key points, irrelevant answer.</td>
<td></td>
</tr>
<tr>
<td>Demonstrates knowledge</td>
<td>Response shows complete understanding of the questions, anatomy and physiological processes</td>
<td></td>
</tr>
<tr>
<td>Organization</td>
<td>Answer is presented in an organized way, neat and legible. Lists sources.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Response shows some understanding of the question and interaction between anatomy and physiological processes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Response shows a complete lack of understanding for the question, anatomy and physiological processes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Answer is disorganized, not neat and legible. Does not list sources.</td>
<td></td>
</tr>
</tbody>
</table>

Total Earned Points Per Activity:

LECTURE ATTENDANCE POLICY

- Students are expected to attend all classes, be punctual, participate and stay in class until dismissed by the instructor. Students traveling from the Edinburg campus are also required to attend all classes and be punctual.

- A student with excessive absences will not be successful regardless of the reasons for the absences. The instructor may drop a student from the course for excessive absences after three unexcused absences, or not. Therefore, if a student wishes to drop it is her/his responsibility to do so.

- Only medical excuses will be taken into consideration to justify an absence. You will provide me with a valid, well-documented medical excuse in a timely manner.

- You must notify me within 24 hours prior to class, via email or in person, that you will be absent.
- UTRGV’s attendance policy excuses students from attending class if they are participating in officially sponsored university activities, such as athletics; for observance of religious holy days; or for military service. Students should contact the instructor in advance of the excused absence and arrange to make up missed work. Documentation of the excused absence will be required.

**OTHER IMPORTANT COURSE INFORMATION**

1. Students must come prepared to class. This includes bringing note-taking tools, textbook and reading before coming to class. Students are encouraged to watch lecture recordings *before* coming to class, through *Lecture Recordings* in Blackboard, when available.

2. When communicating with the instructor via email, students must use their personal UTRGV email address (@utrgv.edu). Be sure to include your full name, I.D. number, course section and number.

3. Electronic devices: Use of cell phones, earphones/earbuds, recorders, music player etc. and text messaging/chatting/gaming is not allowed during class time unless otherwise stated. Cell phones must be silenced. Laptops/tablets may be used only for note-taking and researching information related to class activities. Five (5) points will be deducted from your unit exam for unauthorized use of electronic devices. If you expect a call during class leave your cellphone on vibrate mode. You must step outside to talk. Never talk on the phone, text, chat, take pictures, play games, etc. during class, quizzes or exams.

4. Use of electronic devices is strictly prohibited during quizzes and exams. Use of electronic devices during any point of an examination/quiz will result in a grade of zero (0).

5. Each student must complete and submit their own assignments. Otherwise, no credit will be given to the assignment.

6. Make sure your marked answers and erasures are clear before submitting your work. The instructor will not change grades.

7. For each quiz and examination, students will bring with them only a new, unmarked Scantron Form No. 882-E, No. 2 pencil, and an eraser.

8. Academic dishonesty includes using, obtaining, or attempting to obtain by any means, the whole or any part of an examination or work assignment that is not provided for your use by your instructor; also, any act designed to give unfair advantage to students or the attempt to commit such an act. Students engaging in these activities will receive a grade of zero (0) for their exam. Students who are talking, using any electronic devices or accessing unauthorized material during any point of any quiz/exam will receive a grade of zero (0). Students will return the exam/quiz sheets and Scantron to the area designated by the instructor. Upon concluding an exam, the student may quietly exit the classroom. Upon concluding a quiz, the student will sit quietly until the quiz has ended for all students. Students are not allowed to keep any part of an exam/quiz with them in physical or electronic form. Failure to follow instructions will result in a grade of zero (0).

9. Students must write their full name, course and section numbers on both their Scantron and exam/quiz sheets. Students must write their “Test No.” on their Scantron as it appears on their exam/quiz sheets. Answers must be marked on the Scantron form AND exam/quiz sheets.
10. During quizzes and examinations your table area must be kept clear of books, notes, electronic devices, calculators, telephones, backpacks, pencil pouches, pens, purses, etc. Cell phones are to remain turned off during quizzes and examinations. If you intend to take a call during a quiz or exam, you must turn in your exam/quiz at that time and take the grade obtained at the time of the call.

11. Students must be punctual to class. Students will not be allowed to take quizzes if they are late. After the first student to complete an exam turns in their work, no others arriving late after that time will be allowed to take the exam.

12. Restroom breaks are not allowed during exams and quizzes. You must use the restroom prior to beginning your exam/quiz.

13. There are no make-up exams/ quizzes/ assignments/ participation points. Missed work will result in a grade of zero (0).

14. Students are to promptly address any concerns about their grades in person or via UTRGV email.

15. All work is to be taken seriously. Unauthorized talking with classmates is not allowed. If you are found to be distracting the proceedings of the class, you will be asked to leave the classroom for that day.

16. University policy requires that students conduct themselves in such a way as not to disrupt or interfere with the education of other students or the ability of the instructor to conduct class without interruption. The instructor expects professional etiquette in the classroom and in written communications. The student is expected to be on time and prepared for every class meeting. While in class, the student is expected to behave in a professional and respectful manner. Text messaging, cell phone use, and various other uses of electronic devices in class are not professional behavior and will not be tolerated. The student is expected to take appropriate actions to prevent cell phones and other devices from becoming a distraction. Unprofessional behavior in the classroom may result in the student being dropped from the class.

17. Although social conversation is not allowed, relevant questions and discussions are welcomed and encouraged.

18. Integrity is the most important personal characteristic you will develop; therefore, academic dishonesty will be dealt with severely and swiftly. Students at UTRGV are expected to abide by University policies of academic integrity and to report academic dishonesty. Failure to do so may be grounds for expulsion from the class, disciplinary action, and dismissal from the University. There will be no exceptions made, second chances given, or excuses accepted by the instructor. If caught cheating in any way, the student will be dealt with in the most severe manner allowed by University policy.

NOTICES

Each student must always complete and submit their own work. Failure to follow instructions on any assignment, participation, quiz or exam will result in a grade of zero (0).

The content of this syllabus is subject to change. Any changes incorporated will be announced to you in class or Blackboard. Therefore, it is very important you attend all classes and check Blackboard Announcements regularly.
If you have a documented disability (physical, psychological, learning, or other disability which affects your academic performance) and would like to receive academic accommodations, please inform your instructor and contact Student Accessibility Services to schedule an appointment to initiate services. It is recommended that you schedule an appointment with Student Accessibility Services before classes start. However, accommodations can be provided at any time. Brownsville Campus: Student Accessibility Services is located in Cortez Hall Room 129 and can be contacted by phone at (956) 882-7374 (Voice) or via email at accessibility@utrgv.edu. Edinburg Campus: Student Accessibility Services is located in 108 University Center and can be contacted by phone at (956) 665-7005 (Voice), (956) 665-3840 (Fax), or via email at accessibility@utrgv.edu.

Mandatory Course Evaluation Period

Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (http://my.utrgv.edu); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades. Online evaluations will be available April 11 – May 2.

Scholastic Integrity

As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating, plagiarism, and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to the Dean of Students. Students engaging in scholastic dishonesty will receive a grade of zero (0).

Sexual Harassment, Discrimination, and Violence

In accordance with UT System regulations, your instructor is a “responsible employee” for reporting purposes under Title IX regulations and so must report any instance, occurring during a student’s time in college, of sexual assault, stalking, dating violence, domestic violence, or sexual harassment about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at www.utrgv.edu/equity, including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect in an environment free from sexual misconduct and discrimination.

Course Drops

According to UTRGV policy, students may drop any class without penalty earning a grade of DR until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the “3-peat rule” and the “6-drop” rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate
students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.

STUDENT SERVICES

Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Students Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email (ucentral@utrgv.edu) or telephone: (888) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor’s office hours. University Resources include the Learning Center, Writing Center, Advising Center and Career Center. The centers provide services such as tutoring, writing help, critical thinking, study skills, degree planning, and student employment. Locations are:

**Learning center:** BSTUN 2.10 (Brownsville) or ELCTR 100 (Edinburg)
**Writing center:** BLIBR 3.206 (Brownsville) or ESTAC 3.119 (Edinburg)
**Advising center:** BMAIN 1.400 (Brownsville) or ESWKH 101 (Edinburg)
**Career center:** BCRTZ 129 (Brownsville) or ESSBL 2.101 (Edinburg)