Anatomy 1 Syllabus LAVC FALL 2016

Course ID: Anatomy 001                      Section: 1120
Number of Credits/Units: UC, CSU 4 units
Location: Lecture in AHS 239 M & W 8:00-9:25, Lab in AHS 247 F 8:00-11:10
Instructor: Kathy Hosseini           Office: AHS 209
Email: Hosseik@lavc.edu           Phone: (818)947-2600 xt. 8556
This course satisfies: IGETC: Area 5B & C and CSU GE: Area B2
Drop in Hours: M 10-11, W 10-11 in AHS 232 & M 11-12 in AHS 209 (or any other pre-arranged time that mutually works)

**COURSE DESCRIPTION:** This course offers a detailed study of the structural organization of the human body: gross and microscopic structure of the integumentary, skeletal, muscular, nervous, sensory, endocrine, cardiovascular, lymphatic, respiratory, digestive, excretory and reproductive systems, from cellular to organ system levels of organization. Laboratory work includes dissection of fresh and preserved mammalian organs, use of anatomical models and histology. This course is primarily intended for nursing, allied health, kinesiology and other health related majors.

**NOTE:** Anatomy is a very rigorous and demanding course. There is a great deal of material, a lot of memorization, and some concepts are difficult to understand, especially if there is a lack of English proficiency.

**PREREQUISITE:** Biology 3 or Biology 6 with a grade of C or better

**REQUIRED MATERIALS:**

3. You must purchase the on-line access code separately, if you don’t buy the bundle or are using an old edition of the book.
4. SCANTRON 882-E, QUIZZSTRIPS 815-E
5. Gloves for dissection (at least 3 pairs)

Your course # will be announced in class and instructions on how to use the access code for homework submission will be given.
You will be given instructions on how to sign up for the Haiku website on the first day of class. I will post learning materials, slides and any videos on this site to help you. I recommend that you print out the outlines before class so you can add notes and follow along during the lecture. Please do NOT send me a message through the Haiku site. LAVC email is the only way to write to me.

**GENERAL POLICIES:**
1. **Attendance:** Enrolled students who do not attend the first meeting forfeit their right to a place in the class. Whenever absences in hours exceed the number of hours the class meets per week, the instructor will consider whether there are mitigating circumstances which may justify the absences. If the instructor determines that such circumstances do not exist, the instructor may exclude the student from the class. Excused absences will require documentation. If you miss the first exam, you will be excluded from the class.
2. **Accommodations:** students who require accommodations, religious or ADA, need to notify me on the first day of class and in writing within the first two weeks of the semester. You will need to provide the appropriate documentation from your religious leader or the SSD office in the Student Services Annex, Room 175. You may reach the SSD office by calling 818-947-2681 or TTY 818-947-2680 or e-mail at SSD@lavc.edu. Please meet with me to discuss arrangements.
3. **No cell phones** should ever be visible or audible nor other electronic devices allowed. Repeated use of cell phone or phone noise can result in disciplinary action. **You may not use the phone in the classroom at any time.** Use the hallway if it is an emergency. Please do not disrupt any other classes. **Cell phones are OFF & PUT AWAY during exams.** Headphones, caps, or hoods are not allowed during an exam. If you leave the classroom during an exam, you must turn in your exam and are not allowed back to finish the test.
4. **Lab assignments** are generally due at the end of the lab hour.
5. **Be on time for class & stay for the entire time.** Attendance is taken at the beginning of class and sometimes half way through. Participation, especially during lab, is key to learning Anatomy.
6. **Clean up after lab time and return all materials to where kept.** It is imperative that you handle all lab material with care, otherwise I will deduct points.
7. There is no smoking allowed in the quad or in the EST or the AHS building.
8. **No food or drinks allowed in the lab.**
**ACADEMIC MISCONDUCT**: There is ZERO tolerance for any form of academic dishonesty including cheating or helping others to cheat. Academic dishonesty in any form will result in failure of the entire course and you will be reported to the administration. Some actions considered cheating are: Talking during an exam, Looking at someone else’s paper during an exam, Copying answers from someone else’s paper, Using notes of any kind during an exam, Showing a fellow student your exam or passing information, Turning in someone else’s work, Providing your work for someone else to copy, Having a cell phone on your body during an exam.

**Translation dictionaries are not permitted during exams**, nor are any electronic or communication devices. Hats are not allowed during exams. Keep your test covered. **Exiting the room during an exam is not permitted**. There also will be more than one version of the written tests.

Stealing is very serious and can result in disciplinary action. Harassment of any kind or the use of defamatory remarks will not be tolerated.

**HOMEWORK & EXAMS**
1. Homework will be done on-line & submitted electronically. Due on the day of your exam by 5pm.
2. Quizzes can be given on any day at the beginning of the class. Lowest quiz grade will be dropped.
3. Exams: There will be 6 exams and a final exam. Exams are given at the beginning of the class. If you are late, you will not be given extra time to finish.
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I will use the following scale to determine the letter grade you earn in the class:

89.5-100% = A  79.5-89.4% = B  69.5-79.4% = C  59.5-69.4% = D  <59.4% = F

1. The student will be able to clearly express the ability to correctly utilize anatomical terms in identifying anatomical structures using either models, diagrams or slides.
2. Students will be able to collect, organize and evaluate data.

STUDENT LEARNING OUTCOME

1. Upon successful completion of the course Students will use anatomical terminology in identifying structures on practical exams. Students may also present anatomical structures orally. Students will be able to demonstrate knowledge of body structures by practical identification. A rubric will be developed to assess lab practical examinations.
2. Upon successful completion of the course, Students will survey blood cells and differentiate the cell types, determine percentages and possible diagnoses. A rubric will be developed to determine accuracy of cell differentiation and diagnoses.

Some tips:
* Read the assigned chapter before coming to class.
* Print the outlines and bring to class to follow and add notes!
* Have a study partner and quiz each other.
* Learn to manage your study time.
* Study diligently and remember repetition is key.
* The tutoring Center (AHS 232) has anatomy models, histology slides, microscopes, and tutors to help you. You will need to show your MONARCH card and also be enrolled in course #8983 for entry to the tutoring Center. This is a free class and you will not receive a grade. Take advantage of the tutoring center!
* If you fall behind, come and see me….I’m here to help you.

Counselors are available to assist with your educational needs such as clarifying your goals; develop a student educational plan (SEP); interpret articulation agreements with other colleges and universities, and much more. Academic Counseling Services # is 818-947-2600 xt. 4200.


It is the student’s responsibility to drop the class.