INSTRUCTOR: Dr. David Covington  
Office: Union Station, Room 433  
Phone: 362-7652  
E-Mail: dlcovington79@email.cfcc.edu

MEET: See attached Instructor Schedule

CONTACT HRS/WK: 6  
CREDIT HOURS: 4

PREREQUISITES: Bio 169 (A&P I)  
COREQUISITES: None

REQUIRED COURSE MATERIALS
Bookstore package is ISBN 9781323402092. This is four items:
- Human Anatomy & Physiology by Marieb and Hoehn (custom CFCC edition)
- A&P Coloring Workbook
- Get Ready for A&P
- Pictorial Atlas

Any lecture or laboratory handouts will be posted on your Blackboard course page.
It is up to you to check your Blackboard account and your email in a timely manner.
If you prefer having paper to using a laptop or tablet screen, print out handouts at your own expense.

DESCRIPTION
A&P I is an in-depth study of the anatomy and physiology of these human organ systems –
Cardiac Vascular Hematologic Immune
Respiratory Renal Digestive Reproductive Endocrine

CATALOG DESCRIPTION  
4 Credit Hours: 3 hours Lecture and 3 hours Lab

“This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body.
Topics include the endocrine, cardiovascular, lymphatic, respiratory, digestive, urinary, endocrine, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships. This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.”

CONTENT
This “Anatomy” course covers not merely the Anatomy, but also the Physiology, Histology, and pathology of the Systems and Topics just mentioned.
This course provides the student with the basic tools for building a medical vocabulary.
Thus emphasis is placed on correct pronunciation, spelling, and analysis of medical terms as they pertain to anatomy, physiology, and diseases.  Course Outline available on request.

PRESENTATION
Methods of instruction include, but are not limited to, lecture, assigned readings, case histories, videos, dissections, and hands-on laboratory work.

OBJECTIVES
Students successfully completing the course must demonstrate a deep and clear understanding of the following topics, as well as their inter-relations:
- Cardiac Muscle, Valves, Conduction, Pressures, and pathologies of each
- Vascular Layers, Routes, and pathologies
- Blood Plasma, Formed elements, Physiology, Activities, Tests, and pathologies
- Immune Organs, Cells, and Chemicals
- Respiratory Gross anatomy, functional Histology, Partial Pressures, and pathologies
- Renal Gross anatomy, functional Histology, Acid-base, Electrolyte balance, BMP, and pathologies
- Digestive Gross anatomy, Histology, Metabolism, and pathologies
- Reproductive Development, Gross anatomy, Histology, Cycles, and pathologies
- Endocrine Glands, Hormones, and effects

GRADING
We will have lecture Exams for class work and lab Practicals for laboratory work.
There will be other assignments and quizzes that you will do for points also.
All points are equal in this course, so 10 points on a Lab Practical count as much as a 10-point quiz.

MyGrades on your Blackboard account adds these points up for you,
then I calculate the percent of Total Points for your final letter grade. The grading scale in this course is

- 92-100% = A
- 84-91% = B
- 76-83% = C
- 68-75% = D
- 0-67% = F

A keystroke or other error in entering your points in MyGrades, does not actually affect your real grade. Please see me if you detect an error.

TESTING
The format for lecture tests is often Multiple-Choice and/or True-False, but this may vary considerably. The format for lab Practicals is Short Answer, based on the images you are shown.

MAKEUPS
There are NO makeup tests.
This is true for lecture as well as lab grades, and smaller quizzes as well as major exams Thus absence or tardiness will hurt your accumulation of points.

However, for those who want to replace any one lecture grade, a Replacement Test, covering the same material as that previous test, will be offered near the end of the semester.
Those who have a zero from missing a test, or simply a low grade there, or indeed anyone in the class at all, may take this test.
If your Replacement Test score is higher than the test you are trying to improve, the Final will count as that test.
IF the Replacement Test is lower, then it will not count at all, thus there is No Penalty for attempting it.

You may also Replace one of your Lab Practicals by taking a paper-only version of it.

ATTENDANCE
Students must be in full attendance at least 80% of the total hours that we meet.
Since we meet 96 hours per semester, this means you may miss a maximum of 20 hours.
Arriving late or leaving early will count as a Tardy, and two Tardies make one Absence.
Idling by and not performing laboratory work, after one warning, will also count as an Absence.
I will not need to announce your Tardies and Absences to you, but will simply dock you that time.
Attendance will be taken every class and laboratory meeting.
You are responsible for signing the attendance sheets or answering a verbal roll call.
I am not responsible for digging out the previous Roll because you “forgot.”
Forgetfulness is not a characteristic of successful medical students or employees.

WITHDRAWALS
You will find the deadline date in the CFCC website under GENERAL > CALENDAR.

READING ASSIGNMENTS
This course will cover Chapters 1 - 15 in the current textbook.
However, I will certainly add to, and delete from, the textbook’s choice of the vast number of topics and illustrations and diseases useful in presenting A&P.
Everything we do cover is of course testable.

LAB SAFETY
You will be required to sign a Laboratory Safety handout at the first laboratory meeting.
Just prior to labs involving dissection or experiments, more detailed safety procedures will be discussed.

DISTURBING CONTENT
Any real human anatomy class involves images and items that might seem rather horrific to a layperson.
Dissections both real and filmed, autopsy films and photos, medical procedure videos, and graphic descriptions and discussions of upsetting ailments, are all essential to this course.
If you feel woozy during such learning activities, you must immediately alert a nearby classmate, and your instructor, in order to receive help, counseling, fresh air, etc.

GENERAL INFORMATION
Children are not allowed to attend class - this is due to insurance regulations, and the tendency of children, whether adorable or horrible, to disrupt the concentration of yourself and others.
Also refer to the previous paragraph on Disturbing Content.

Tobacco use in any form is prohibited on all CFCC property. The first offense is a warning and the second offense may result in disciplinary action. Electronic cigarettes or other faux uses are also prohibited.
Cheating – on a written test, lab practical, etc. – will result in an F for the course, not just for that test. This includes all forms of academic misbehavior, such as attempting to take photos of tests you are not allowed to keep, downloading information from hacked computers, “borrowing” my flash drive, etc. etc. Consider what the documentation in your records of such a disciplinary procedure will do to your career.

Electronics
Some people are addicted to texting, emailing, Facebooking, YouTubeing, and googling. This course is too difficult to pretend to be involved, so I will help those people become unaddicted.

You must turn your smartphone ringer OFF (not Vibrate) while in classroom, laboratory, or my office. Monitoring your phone silently for incoming texts, etc., is terribly disruptive to yourself, your neighbor, and myself, so I insist that you place your phone where you cannot see the screen. After one warning, you will be dismissed from the room for further such behavior, whether that occurs on the same day or on a later date.

Electronic devices IN LAB may be useful for images to learn from, so this sole use is allowed. If I have any reason to suspect that you are abusing these privileges, you must turn your smartphone, tablet, laptop, etc., device OFF. I apologize in advance if I will have misread your intent, but still the device goes off.

If there is a general tendency for students to tune-out during lecture or lab, then I will stop providing written handouts and each student will take notes as I draw on the board.

Privacy is yours and worth protecting. A federal law (FERPA), and CFCC Policy, prohibit the posting of your points or your grade or your attendance on email – even CFCC’s email. Nothing about your grades may be discussed via email or telephone. In each case, the point is that I can never be absolutely sure who is on the other end of the wire.

See BlackBoard’s MyGrades for your points, and see me in person for the rest.

Recording of audio in the class, or photographing the board, is welcomed, if for your personal use. At times there will be a nest of recorders going at the front of the class or lab space. However, these personal recordings may not be uploaded to public websites, YouTube, etc., because any conversations between other students, or between another student and instructor, that happen to be recorded, are protected due to privacy laws.

EXTRA HELP
Ask for my help. I have Office Hours, On Campus Hours, and e-Mail. I will check email regularly for your questions. You should expect a reply in myCFCC the next CLASS DAY after your email is sent. You may instead get an in-person response if we see each other in lab or class the next day.

You are also welcome to see me during any of the labs that I teach, whether A&P I or II. (If I am in the middle of a presentation, just wait a few minutes until that part is over.)

N-407 is CFCC’s Learning Lab. It is equipped with skeletons, models, other textbooks, and free tutors. This is the place to go to study when needing more access to lab material, or for tutoring. The Learning Lab requires that you sign up with them. Go to N407 for more information.

NO MEDICAL ADVICE
I am an educational instructor, not a licensed physician. Health issues discussed in class are from an educational perspective only. See your own physician for medical consultations.

This course emphasizes the following general education competency:

Scientific Reasoning:
Students engage in scientific reasoning when they use fundamental scientific concepts and theories to analyze problems, observations, and/or experiments in the life and physical sciences.
Students demonstrate scientific reasoning when they:

- Apply appropriate scientific concepts, theories, and language to problems, observations, or experiments
- Utilize scientific data to analyze problems, observations, or experiments
- Apply scientific observations, calculations, and/or measurements to problems or experiments
- Articulate conclusions about problems, observations, or experiments using appropriate scientific concepts and data

**CRITICAL THINKING**

In order to involve *Critical Thinking* in all our learning, CFCC General Education competencies will incorporate all or some of the following:

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<th>* Written Communication</th>
<th>Understanding Social Structure</th>
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<tr>
<td>Oral Communication</td>
<td>Problem Solving</td>
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<tr>
<td>Critical Thinking</td>
<td>Understanding Scientific Concepts &amp; Application</td>
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<td>Basic Computer Usage</td>
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**Student Accounts**

“Your myCFCC account is a single username and password for all of your CFCC network accounts: email, WebAdvisor, Blackboard, campus computer access, and more. The email account provided to you (yourusername@mail.cfcc.edu) is used for all official communication with CFCC instructors and staff. Some information will ONLY be sent by email and not by postal mail, so it is very important that you check this account. This account may also be used for personal mail, but is subject to the CFCC Acceptable Use Policy. Be sure to logout of your account in each service you may have opened (email, Blackboard, etc) when you leave a shared computer, otherwise it is possible for the next user of the computer to access your information.”

**Student IT HelpDesk Information**

See [http://www2.cfcc.edu/studenthelpdesk/](http://www2.cfcc.edu/studenthelpdesk/) and [http://www2.cfcc.edu/online/bb-faq](http://www2.cfcc.edu/online/bb-faq)
Accommodation of Special Needs based on Disability

“Any student who requests classroom accommodations because of a disability must present documentation to verify his/her disability. This documentation must be furnished to the CFCC Disabilities Service Coordinator, and this should be provided prior to requesting accommodation by the instructor. On a confidential basis, the student, Disabilities Services and the instructor will determine the appropriate accommodations following documentation. Accommodations will be provided in a manner that is consistent with the objectives, outcomes, and academic standards of the course. Absences must not exceed class attendance policy.”

Contingency Plan

If there is some emergency and I or an appropriate substitute does not meet with the class, wait fifteen minutes. Then, everyone in the class should sign a roll sheet and designate someone to take it to the department chair or secretary in U-436. Then look for an announcement on BlackBoard for assignments.

DISCLAIMER

Information contained in this syllabus was, to the best knowledge of the instructor, considered correct and complete when posted on BlackBoard at the beginning of the term. The instructor reserves the right, acting within the policies and procedures of Cape Fear Community College, to make changes in course content or instructional and testing techniques without notice or obligation.