



Course Information

Semester & Year:	Fall 2024
Course Title:	Human Anatomy and Physiology II
Course Prefix & Number:	BIO 202
Section Number:	#12148 with lab #12149
Credit Hours:	4
Start Date:	8/19/2024
End Date:	12/13/2024

Course Format

The course format for this course is Hybrid. For a Hybrid course, we will meet in person once a week on the dates listed below; additional coursework will be required online. The online course work can be completed in Canvas according to the posted due dates. The in-person meeting dates are:

8/20, 8/27, 9/3, 9/10, 9/17, 9/24, 10/1, 10/8, 10/15, 10/22, 10/29, 11/5, 11/12, 11/19, 11/26, 12/3, 12/10

Instructor Information

Instructor:	Dr. Rebecca Linton
Email:	Rebecca.Linton@scottsdalecc.edu
Phone:	480-423-6165
Office Location:	NS 119
Office Hours:	

Monday 12:00 pm - 1:00 pm (online)

Tuesday 12:00 pm - 12:30 pm (in person or online)

Wednesday 12:00 pm - 1:00 pm (online)

Thursday 9:00 am - 11:30 am (in person or online)

Other times available by appointment (email or Canvas inbox to schedule)

Course Description

Continuation of structure and function of the human body. Topics include endocrine, circulatory, lymphatic, respiratory, digestive, urinary, and reproductive systems; and fluid and electrolyte balance.

Prerequisites

Prerequisites: A grade of C or better in BIO201 or BIO201XT.

Course Competencies

MCCCD Official Course Competencies

1. Perform laboratory activities using appropriate laboratory equipment, specimens, materials, supplies, software, and/or simulations relevant to the course. (I-X)
2. Describe the histology, detailed gross anatomy, physiology, regulation, and homeostatic imbalances of the endocrine, digestive, male and female reproductive, cardiovascular, lymphatic and immune, respiratory, and urinary systems. (I-X)
3. Describe the regulation of water balance and the control and distribution of the ionic components of body fluids. (I, V-IX)
4. Identify the histology and detailed gross anatomy of the endocrine, digestive, male and female reproductive, cardiovascular, lymphatic and immune, respiratory, and urinary systems. (I-VIII, X)
5. Describe the functions of various hormones of the body including examples of selected disorders that result from their imbalance. (I-IX)
6. Describe the changes that occur in women during pregnancy and the various stages and events of fertilization and embryonic and fetal development. (IV)
7. Explain the regulation of acid-base balance in the body and the complications of acidosis and alkalosis. (V-IX)
8. Describe the composition and function of blood, including the identification, function, and development of each formed element. (V-X)
9. Demonstrate knowledge of laboratory safety and procedures. (X)

Use the provided hyperlink to access the official MCCCD course competencies and outline for [BIO 202 Human Anatomy and Physiology II](#).

Texts and Course Materials

The following materials are required for this course:

1. Text: [Anatomy & Physiology 2e](#) (FREE online access or download)
2. YouTube for content videos

Course Technologies

View the [Accessibility Statements & Privacy Policies](#) of technologies used in this course.

Maricopa Systems

This course uses key Maricopa systems for course management and communication.

- Canvas Learning Management System
- Student Maricopa Gmail Account
- Maricopa Open Educational Resource Learning System (MOER)

Synchronous Communication Tools

This course implements the use of web conferencing and/or other synchronous course tools.

- Zoom
- Google Meets

Streaming Media/Audio/Video Tools

This course uses webcasting, lecture capture systems, YouTube, and/or other streaming media services.

- YouTube
- Films on Demand

Student Assignment Tools

This course requires students to participate in or submit assignments using desktop or cloud-based applications.

- Google Products
- Microsoft Office 365
- ScreenPal

Course Policies

The following are policies specific to this course. Students are also responsible for the college policies included on the [Student Regulations](#) page of the Maricopa Community College District website.

Generative Artificial Intelligence (AI) Policy

Opening Statement Regarding Generative Artificial Intelligence (AI)

The World Economic Forum defines generative AI as “a category of artificial intelligence (AI) algorithms that generate new outputs based on the data they have been trained on. Unlike traditional AI systems that are designed to recognize patterns and make predictions, generative AI creates new content in the form of images, text, audio, and more.”

Some examples of generative AI tools include but are not limited to: ChatGPT, Google Bard, Microsoft Copilot, Stable Diffusion, GrammarlyGo, and Adobe Firefly.

No Generative Artificial Intelligence (AI) Allowed

In this class, all work submitted must be your own. The use of generative AI tools will be considered academic misconduct (see Administrative Regulation 2.3.11 1.B(b)) and will be treated as such. If you are unsure if the tool or website you are using is a generative AI tool, please contact the instructor for further clarification before using the tool or website.

Grading Standards & Practices

Your grade for this course will come from the percentage of the total points you earned for both lecture and lab activities. The breakdown of assignments below lists the corresponding point total for each and if a lowest score will be dropped for the type of assignment. There will be 4 lecture exams, 10 lecture quizzes, 10 chapter practices, and 3 chapter assignments that count toward your final grade earned in the course. There will be 3 lab practicals, 8 lab quizzes, 8 lab practice assignments that count toward your final grade earned in the course. There is a class project completed throughout the semester. Additionally, there will be 3 Mini Lecture Exams that quiz you on chapters in preparation for the lecture exam and 2 Mini Lab Practical that quiz you on labs in preparation for the lab practical that will count towards your final grade.

Please use the Prepare page for each chapter to watch the provided videos and review the presentations while taking notes- they are essential for learning and failure to review them will result in missed opportunities to learn and master the content.

Due to the pace of work, volume of content, and the general nature of the course, **there are not any opportunities for extra credit.** A complete point breakdown of the **739 points** available is provided below. As an SCC policy, grades are not rounded or curved as this can negatively impact some students.

Your grade will be based on the following:

Grade Scale

Letter Grade	Percent Range	Points Range
A	90 – 100%	665 - 739
B	80 – 89%	591 - 664
C	70 – 79%	517 - 590
D	60 – 69%	443 - 516
F	0 – 59%	less than 443

Assignments

Assignment Name	Quantity	Points Each	Total Points	Percent of Grade	Notes
Lecture Exams	4	70	280	37.9%	
Chapter Practice	11	5	50	6.8%	Lowest score dropped, 10 counted
Chapter Assignments	4	5	15	2%	Lowest score dropped, 5 counted
Chapter Quizzes	11	10	100	13.5%	Lowest score dropped, 10 counted
Mini Lecture Exams	4	10	30	4.1%	Lowest score dropped, 3 counted
Lab Practicals	3	50	150	20.3%	
Lab Practice	9	1	8	1.1%	Lowest score dropped, 8 counted
Post Lab Quizzes	9	5	40	5.4%	Lowest score dropped, 8 counted
Mini Lab Practicals	3	10	20	2.7%	Lowest score dropped, 2 counted

Miscellaneous Assignments	at least 1	up to 3	1	0.1%	Assignments include discussions, etc.
Class Project	3-4	10-20	45	6.1%	Initial submission, peer review, final submission, and reflection
TOTAL:			739	100%	

As the instructor, I reserve the right to adjust the grading scale to meet the needs of the course. If adjustments are made, I will communicate the changes to the students.

Academic dishonesty in any form will not be tolerated. Any type of assistance (notes, text, web based, person, etc.) is strictly forbidden for an assignment that states it is closed book, closed resource and will be considered cheating & subject to the policy outlined in the Student Conduct Code.

Your learning and knowledge of the material will be assessed by the following:

Lecture Exams, Lab practicals, and Chapter Quizzes

- These in person assessments can only be taken one time. Additionally, they are all closed-book, closed-resource. Any type of assistance (notes, text, web based, person) is strictly prohibited during examinations and will be considered cheating and a violation of the student code of conduct.
- All lab practicals, lecture exams, and chapter quizzes will be taken in person during the weekly class meeting on Tuesdays from 9:00 am - 11:50 am. Typically, the lecture exams will occur in the first 75 minutes of class, lab practicals will occur in the first 50 minutes of class, and chapter quizzes will occur in the first 10 minutes of class.
- Material covered on the lecture and lab quizzes and exams will come directly from the online materials and readings and the in person class meetings. Therefore, it is essential that students complete all online assignments, attend all in person meetings, and take detailed notes.
- Makeup exams or lab practicals are rarely given and only for excused absences, such as documented illness, family emergencies, etc. Makeup exams and practicals may be of an entirely different format than regular exams and practicals. Make up chapter quizzes are not given. However, the lowest chapter quiz score is dropped when calculating your final grade in the course.

Mini Lecture Exams, Mini Lab Practical, and Post Lab Quizzes

- These online assessments can be taken multiple times with the highest score being kept as the grade earned until the assignment close date. It is recommended to avoid

the use of resources while completing these assignments as they aim to check understanding of chapter concepts.

Practice for Chapter and Lab

- These online assignments can be taken multiple times with the highest score being kept as the grade earned until the assignment close date. Additionally, the use of resources is recommended to aid the initial studies of chapter or lab concepts. To be prepared for class, practice materials should be completed prior to the in person class meeting.

Assignments for Chapter

- These online assignments vary by chapter to help students gain a better understanding of specific concepts in the chapter. The use of additional resources to complete the assignment is recommended since it will aid the initial studies of chapter concepts. The assignment will typically be handed in during class one week after being assigned.

Class Project

- The class project will increase your familiarity with how anatomical terminology is used to locate human body structures of the endocrine system, cardiovascular system, lymphatic/immune system, respiratory system, digestive system, urinary system, reproductive system, and/or development using laboratory materials. More information about the class project will be provided in week 3 or 4.

Response Time

Students can expect a response time of 24 hours, excluding weekends and holidays, or the instructor to respond to messages sent via the Canvas Learning Management System or email.

During the Fall 2024 semester, both email communication and grading will occur Monday-Friday only. Though I am likely to be online during the weekend or holidays and may respond to messages, please do not depend upon a response from me over the weekend. If you need help or have a question, plan accordingly to avoid the dreaded wait until Monday for a response.

Students can expect assignments to be graded within one week of submission and often sooner. Please check the Assignment Comments because I often leave feedback there for you when I review your assignment.

Attendance Policy

Attendance is required. At Maricopa Community Colleges, students must be engaged in some type of academic activity each week of their online course. Failure to complete any academic activity within one calendar week, will result in withdrawal from the course. Simply logging in to an online class will not count as academic attendance. The following is a list of activities that constitute online class academic attendance:

- Submitting an academic assignment (assignment required in the course, regardless of whether it is graded or not), paper, or project.
- Taking an exam, quiz, computer-assisted instruction, or an interactive tutorial required by the course.
- Initiating contact with a faculty member to ask a question about the academic subject studied in the course.

Additionally, an unexcused absence for more than two in person meetings in the semester will result in withdrawal from the course. Regardless of the reason why a student is absent (excused or unexcused), missing more than four in person class meetings may result in withdrawal from the course.

Instructional Contact Hours (Seat Time)

This is a four (4) credit-hour course. Plan to spend at least four hours on course content or seat time (direct instruction) and eight hours on homework weekly. Accelerated courses will require additional time per week.

Online Tutoring

SCC's tutors are available online to help with your courses. You may work with an SCC tutor remotely using Google Meet, your phone, or email. Visit the [Tutoring & Learning Centers](#) page for detailed information on the five learning center's hours and procedures.

As much as possible, it is highly recommended that you utilize SCC tutors since they are more familiar with SCC coursework, instructor expectations, and assignments; however, if you need to work with a tutor outside regular hours, online and hybrid students now have access to a 24/7 online tutoring service called Brainfuse. Brainfuse provides online tutoring in a variety of academic subjects. Each student may utilize up to 6 hours of online tutoring through Brainfuse per semester, and has the option of requesting additional time if needed.

To access Brainfuse and begin working with a tutor:

1. Visit the [SCC Online Tutoring Services Through Brainfuse](https://www.scottsdalecc.edu/students/tutoring/online-tutoring) page (https://www.scottsdalecc.edu/students/tutoring/online-tutoring)
2. Click the **Visit a tutor online** button
3. Enter your MEID and password
4. Choose your topic and subject
5. Click the **Connect** button

Please use your time effectively and be prepared with your questions before you connect to a tutor. Tutors and students communicate in real-time so whatever you type, draw, or share on the screen, the tutor sees, and vice versa. You may also want to have screenshots ready if applicable. All Brainfuse sessions are recorded for review later.

Learning Tools and Your Privacy and Security

SCC utilizes a variety of software applications and web-based tools operated by third party vendors to support student learning. To allow student access to the application, site or tool, certain identifiable information may be required to establish a user name or password, and submit work and/or download information from these tools. Inherent with all internet-based tools, there is a risk that individuals assume when electing to use these tools, as they may place information at risk of disclosure.

To use learning tools responsibly, please observe all laws and the Maricopa Community College District [Student Conduct Code](#), such as copyright infringement, plagiarism, harassment or interference with the underlying technical code of the software. As a student using a learning tool, you have certain rights. Any original work that you produce belongs to you as a matter of copyright law. You also have a right to the privacy of your educational records. Your contributions to learning tools constitute an educational record. By using the tool, and not taking other options available to you in this course equivalent to this assignment that would not be posted publicly on the internet, you consent to the collaborative use of this material as well as to the disclosure of it in this course and potentially for the use of future courses.

Students are responsible for the information contained in this syllabus, the Syllabus page in your Canvas course and the **College Policies & Student Services** page found in the First Steps module of your Canvas course. Students will be notified by the instructor of any changes in course requirements or policies.