

TENTATIVE SCHEDULE

	LECTURE	LABORATORY
Jan. 24	Introduction to Anatomy	Skeletal System (Pectoral Girdle)
Jan. 26	Quiz I* (Syllabus and pages 3-7 of the Study Guide)	
Jan. 26	Cells and Histology	Skeletal System (Upper Limb)
Jan. 31	Quiz II* (Terminology pages 8-12 of the Study Guide)	
Jan. 31	Histology	Skeletal System (Skull)
Feb. 2	Integumentary System	Skeletal System (Skull)
Feb. 7	Integumentary and Skeletal System (Quiz III)	Skeletal System (Axial)
Feb. 9	Skeletal System	Skeletal System (Lower Limb)
Feb. 14	Articulations	Histology/X-Rays
Feb. 16	Lecture Exam I (through Skeletal System)	Histology
Feb. 21	Muscular System	Review
Feb. 23	Cardiovascular System	Lab Exam I
Feb. 28	Cardiovascular System	Muscular System (Introduction)
Mar. 2	Cardiovascular System	Muscular System (Head and Neck)
Mar. 7	Cardiovascular System	Cardiovascular System
Mar. 9	Respiratory System	Cardiovascular System
Mar. 14	Nervous System (Neurons/Glia)	Muscular System (Pectoral Girdle)
Mar. 16	Lecture Exam II (through Respiratory System)	Muscular System (Trunk)
Mar. 21, 23	No School (Spring Break)	
Mar. 28	Nervous System (Brain)	Muscular System (Upper Limb)
Mar. 30	Nervous System (Spinal Cord/Meninges)	Muscular System (Pelvic Girdle)
Apr. 4	Nervous System (Peripheral NS/ANS)	Muscular System (Lower Limb)
Apr. 6	No Class	
Apr. 11	Nervous System (Special Senses)	Review / Muscle Project Due
Apr. 13	Endocrine System	Lab Exam II
Apr. 18	Digestive System (Upper GI tract)	Nervous System
Apr. 20	Lecture Exam III (through Endocrine System)	Nervous System

	LECTURE	LABORATORY
Apr. 25	Digestive System (Lower GI tract)	Thoracic Cavity
Apr. 27	Digestive System (Liver, Mesenteries)	Abdominal Cavity
May 2	Urinary System	Abdominal Cavity
May 4	Reproductive System	Abdominal Cavity
May 9	Reproductive System	Reproductive System
May 11	Development	Development / Vasculature Project Due
May 16	<u>Final Lecture Exam</u>	Review (Microscopy Quiz)
May 18	<u>LAB EXAM III</u>	

*The first two quizzes are “take home” quizzes. They are to be turned in at the beginning of the class period. Late quizzes will not be accepted. These quizzes are open notes quizzes. You may use my lectures or our textbook as resources, but not friends, classmates, Wikipedia or any other external sources for these quizzes. If you use a term or concept on any exam or quiz that we did not use in class, you will be asked to demonstrate that knowledge. If you fail to do so, it is *prima facie* evidence of cheating.

Web site: <https://anatandmore.us/jas/anat.html>

The following items are required for the class:

Textbooks: Human Anatomy by Marieb, Wilhelm and Mallatt (6th edition or later) There are inexpensive used books on-line.

Do not rent the book. Do not use the on-line version of the book.

Study Guide for Anatomy 231 by Sapiro (available on line) **Please print the Study Guide and bring it to class.**

Dissection Kit: A good quality dissection kit with the tools you will need is available from the bookstore. You will need it by Feb. 28

Erasable Colored Pencils: A set of six or eight is sufficient. You will need them for lectures **and exams.** (Colored pens and markers don't work.)

Scantron 886 forms: You will need a total of 4 (one for each lecture exam). I will provide the answer sheets for the lab exams.

The following items are recommended but not required for the class:

Recorder for recording lectures

COVID-19 procedures:

Everyone in the class is expected to be vaccinated.

The following protocols should be followed in case of any communicable disease, not just COVID-19:

If you feel ill, do not come to class.

If you have a body temperature of 38 C or greater, do not come to class.

If you have been exposed to someone who has tested positive for COVID, do not come to class until you have been tested and received a negative result.

Course Objectives

Instructional Objectives: Upon successful completion of Anatomy 231F, the student will be able to:

1. Demonstrate an understanding of all the major areas of anatomy: ontogeny, microscopic anatomy, gross anatomy, systemic anatomy, regional anatomy, pathological anatomy, and comparative anatomy.
2. Describe the location, origin, function and general features of all mammalian organ systems.
3. Describe the anatomical interrelationships between all the organ systems.
4. Relate the structure with function at the cytological, tissue, organ and organ-system levels.
5. Analyze the structure and function of the major cellular organelles.
6. Demonstrate an understanding of the role surface area, distance and surface/volume ratios play in interpreting functional anatomy.
7. Identify the major tissues of the human body using a microscope.
8. Identify all the gross features of the major organ systems.
9. Demonstrate expertise in dissection techniques and use of the microscope.

Student Learning Outcomes: Upon successful completion of Anatomy 231F, the student will be able to:

1. Compare and contrast normal anatomy to abnormal anatomy associated with various diseases and conditions.
2. Identify histological and microanatomical structures.
3. Interrelate the structure and function of organs and organ systems.

CLASS POLICIES

I. Participation Policy

Participation, not merely attendance is mandatory. Under Title 5 California Administrative Code, Section 58004: A student may be dropped if no longer participating in the course. "No longer participating includes but is not limited to excessive absences."

The following criteria define participation:

1. Arrive on time to class and stay the entire class period.
2. Bring all of the materials necessary for that class, for example books, paper, pens, etc.
3. Turn in all assignments on time and complete.
4. Actively do assigned lab work.
5. Contribute to group projects.
6. Follow all of the rules and safety regulations of the class.
7. Take all assigned quizzes and exams.
8. Contribute to class discussions

II. Attendance Policy

You are expected to attend and participate in all lectures and labs. You may be dropped for excessive absences. If you miss a lecture or lab, it is your responsibility to find out what we did in class and to keep up with the work. If you miss a lecture exam you will be allowed to take one make-up exam usually given during the last week of class. Be warned, make up exams may be harder than the regular exams. You may only take one make up exam per semester. There are no make-ups for lab exams or quizzes.

Arrive on time to class. If you miss more than 10 minutes of a lab, it counts as an absence.

If you miss a class, you may be able to attend a different section to make it up.

III. Drop Policy

If you wish to drop the class, it is your responsibility to do so in a timely manner. If you have not dropped the course by the drop deadline you must receive a grade for the course. Grades of "Incomplete" will only be given to those students who are passing the course, but missed the end of the semester.

If you are not participating as defined in section I., or have excessive absences, you may be dropped from the course.

If you choose to drop the course, understand that a "W" will appear on your transcript and that more than one or two "W's" will have a negative impact on your ability to get into a health-related program. Understand, however, that a "W" is better than an "F" or a "D" on your transcript. If you get an "F" or "D" and repeat the course, the failing grade is not counted in your GPA, but it remains on your transcript forever.

IV. Cheating Policy

If your behavior makes me suspect that you cheated in any way (as defined in the College catalog) you will get a 0 for the exam. A report will be submitted to the vice president of student services for further action such as an F for the course and/or expulsion from the college. Cheating on an on line quiz or exam includes using any outside source (friend, Wikipedia, or any other source other than your notes or the assigned textbook). Cheating on an in-class exam includes using any resource that is not specifically approved in advance. If, on an exam or quiz, you include a term or concept which we did not cover in class, you will be given an opportunity to demonstrate that you have that knowledge, otherwise, it is *prima facie* evidence of cheating.

V. Breakage Policy

Many of the materials you will be handling in lab are fragile and expensive. If you are not careful and break or leave a permanent mark on something, this shows a careless disregard of the rules. You will lose up to 35 points.

VI. Cell Phones

Turn off your cell phone or turn it to vibrate mode before entering class. You may only use your cell phones in class after lecture to take pictures of the board, or in the last 10 minutes of lab to take pictures of the lab material.

VII. Copyright

All material provided to you, including on the website and recordings you take in class are copyrighted by Dr. Sapiro. You may share your recordings of the lectures and materials laid out in the labs with other students currently enrolled in the class, but otherwise they may not be reproduced or distributed without the expressed permission of Dr. Sapiro. Other students' grades, exams, quizzes, etc. may never be shared.

VIII. Grading Policy

You earn your grade, my job is merely to record it. This is a very straight-forward class. There are specific things for you to know, and either you know the material or you don't. This is a pre-professional class, and therefore there are certain expectations as to the content and rigor of this class. You will be graded almost exclusively on your knowledge of the material as demonstrated by your performance on the exams. Because this is a pre-professional class with very specific requirements, the opportunities for extra credit are very limited. There will be extra credit questions on lecture exams. In addition there will be some occasions in which I will award a few points for going beyond the scope of the class.

Exams will be graded and returned to you promptly during the semester and cumulative grades will be posted. It is your responsibility to go over the exams and grades to make sure there are no errors in scoring. Exams that are not picked up within two weeks will be discarded. Graded final lecture and lab exams will be available for you to look at, but I will keep them in my files.

TENTATIVE GRADING FORMULA:

Lecture Exams (100 pts. each)	300 points	A = 90 - 100%
Lab Exams (70 pts. each)	210 points	B = 80 - 89%
Final Exam.	120 points	C = 70 - 79%
Quizzes	45 points	D = 60 - 69%
Dissection, Participation	35 points	F = 0 - 59%
Muscle Project	15 points	
Vasculature Project	20 points	
Total	745 points	

If you have any questions about the lecture or lab material or any of the assignments, please see me during office hours, in lab, after class or e-mail me. Remember, no one is born knowing Anatomy. **Therefore, it is to your credit to show that you are smart enough to ask for help when you need it.**

Dr. Sapiro's office: Room 411-04 Phone (714) 992-7431

e-mail: jsapiro@fullcoll.edu **Please email me using this email address rather than through Canvas.**

If you wish to email me, I try to check my messages and respond in a timely manner. However, I am not on my computer 24/7, so your answer may not be immediate.

Web site: <https://anatandmore.us/jas/anat.html>

Office hours: (Rm 411-04)

Mon. 4:30 - 5:30

Tues. 11:10 - 1:10

Weds. 4:30 - 5:30

Thurs. 11:40 - 1:10

I am also available in my office or on Zoom at other times by appointment.

Frequently Asked Questions about the class

Q. Will we be using Canvas?

A. I do not like Canvas. I find that it creates a barrier between me and my students. I have created my own website which has the information students need.

Also, I am always available to answer any questions via email (jsapiro@fullcoll.edu) and office hours.

Q. Is there homework for this class?

A. I prefer to treat my students as responsible adults, so I will never give you specific homework assignments. However, there is a lot of outside of class work that you must do to pass the course. At the end of each section of the study guide there are questions and assignments. It is up to you to do them, but I will not collect them. I expect you to turn in your drawings and answers to the questions in a timely manner so that you can pass the tests. In order to encourage you to answer the questions and not be afraid of making mistakes, I will not grade you on your homework answers. Doing the homework and not turning it in serves no purpose because you will not know if your answers are correct.

Q. I am really nervous about having to do dissection, is that going to be a problem?

A. On the first day of dissection, some students are a little hesitant. Rest assured, you will very quickly get used to it. I have never had a student that was still bothered by dissection after the first two weeks.