



Course Syllabus

BIOL-1300 - BODY SYSTEMS WITH LAB

	Course	BIOL-1300, BODY SYSTEMS WITH LAB (Sec 101, 102, 103)
	Professor	<i>Dr. ILYA SAPOZHNIKOV, M.D., Ph. D.</i>
	Term	<i>SPRING, 2011</i>
	Meetings	The Lectures for <i>all</i> Sections: M/W 1:30-2:20 P.M., JO 4.614 The Lab : <u>Sec 301</u> -MW 8:30-9:20 AM; <u>Sec 302</u> -MW 9:30-10:20 AM; <u>Sec 303</u> -MW 10:30-11:20 AM, All labs in SLC 2.206 .

Professor's Contact Information

Office Phone	(972) 883-4604	
Other Phone	(972) 896-0203, mobile	
Office Location	FN 3.104	
Email Address	isapoz@utdallas.edu	
Office Hours	MW 4.30-5.30 PM	
Section Instructors	<i>THE LEAD TA FOR ALL SECTIONS IS KIM McCOLLARS, 469-322-9519, kjm0730000@utdallas.edu; kmccollars@gmail.com</i>	
	ASSISTANT LEAD TA FOR ALL SECTIONS	
	<u>Sommer Shelton</u>	
	<u>sps091020@utdallas.edu; sommershelton@gmail.com</u>	
	c-(512)924-2144 h-(512)257-7612	
	<u>Teaching Assistants, Sec 301:</u>	
	Teresa Tran - 817-723-9791	
	tnt090020@utdallas.edu	teresatran_xo@yahoo.com
	Lacey Waldrop - 214-621-7829	
	lnw092020@utdallas.edu	laceyn91@sbcglobal.net
	<u>Teaching Assistants, Sec 302:</u>	
	Sehrish Rizvi - 469-766-1875	
	sxr095220@utdallas.edu	sehrish_r26@hotmail.com
	<u>Teaching Assistants, Sec 303:</u>	
	Lisa Allman - 469-767-0690	
	lina090020@utdallas.edu	lisaa416@gmail.com
	Hwashiang Yu -	
	hxy096020@utdallas.edu	
	<ul style="list-style-type: none"> • See next page for instructions on emailing instructors and professor. • Please make use of the email addresses listed above (based on your section) for contact with the Instructor and TAs. Do NOT contact TAs or the Instructor by Elearning mail, but by your UTD e-mail client (Galaxy/Zmail). 	

	<p>When sending email be sure to include the following in the subject line in order to receive a response: Your name - BIOL 1300 - Your section (301, 302 or 303). All email correspondence needs to come from your UTD assigned email address, we can not respond to personal email addresses due to FERPA rules.</p> <p><i>Be sure to cc Sommer Shelton in all email sent to section TAs, the professor or the Lead TA, Kim McCullars.</i></p> <p><i>Make use of the Elearning discussion board to interact with fellow students. Be aware that this is intended for student use, but is also monitored by TAs and your instructor.</i></p>
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General Course Information

Pre-requisites, Co-requisites, & other restrictions	The course is designed as a science elective open to all majors
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Course Description	<p>The main goal of the course is to give to a college-educated person, whose specialty is far aside the biomedical field, an indispensable knowledge of the structure and the functions of the human body.</p> <p>Along with the providing of the essentials of Human Anatomy and Physiology, as well as the basic information about the main diseases and disorders, the course will stress out the concept of the body as an integrated whole. Special considerations will be given to the preventative and self-care approaches, which are becoming more emphasized in the modern medicine.</p> <p>The course is divided into seven units. Each division is based on a conceptual and/or functional principle and is comprised of a set of the chapters in the Textbook.</p> <p>The Study Guide is divided identically and consists of the different types of exercises that make the assimilation of the Textbook easier for the students.</p> <p>The Lab sessions are correlated with the content of the lectures and will consist mainly in the learning of the anatomical structures using the three-dimensional models of the human body.</p>
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Learning Outcomes	<p>The students are expected to comprehend the following cardinal principles after the completion of the course:</p> <ol style="list-style-type: none"> 1. The complexity of the body systems interaction and interdependence. 2. The concept of the homeostasis. 3. The classification of the different conditions of the body, denoted by a specific medical term. 4. To apply the informational and the ideological content of the course to their everyday life, implementing the risk factors reducing behavior.
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Required Texts & Materials	<ol style="list-style-type: none"> 1. <u>Memmler's The Human Body in Health and Disease, 11-th edition</u>, By Barbara Janson Cohen (ISBN 078-0-7817-6577-0/978-07817-9073-4 pbk); 2. <u>Study Guide for Memmler's The Human Body in Health and Disease, 11-th edition</u>, by Barbara Janson Cohen and Kerry L. Hull (ISBN 978- 0-7817-6581-7).
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	Both the textbook and workbook are required for this course.
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Suggested Texts, Readings, & Materials	<p>The following are some websites that provide the supplemental information on the issues discussed in the “BODY SYSTEMS” course.</p> <p><i>All website addresses begin with http://www.</i></p> <ol style="list-style-type: none"> 1. ama-assn.org/ American Medical Association/JAMA 2. americanheart.org American Heart Association 3. cdc.gov Centers for Disease Control and Prevention 4. heathfinder.gov Government –sponsored mega site 5. mayohealth.org Mayo Clinic 6. ncbi.nlm.nih.gov/Pubmed/fulltext.html Medline online journal links 7. nih.gov National Institutes of Health 8. pharminfo.com Pharmaceutical 9. rxlist.com Drugs 10. sciam.com Scientific American online
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Assignments & Academic Calendar

(Topics, Reading Assignments, Due Dates, Exam Dates)

All exams are taken on a scantron during lab class times, with the exception of the final exam. Your final exam will be as stated in the syllabus in the lecture classroom.

You will need the pink/red/white scantron labeled ParScore Form No. F-1712-PAR-L for your unit exams and your final exam. **Tip: pick up 7 scantrons at off campus books or the UTD bookstore PRIOR to the first exam. This will ensure that you have them for every exam without chancing that supplies run out.*

Lab Practicals. You will be furnished an answer sheet for all lab practicals. (4)

Reading Assignments: In order to best understand the material presented in lecture, read the assigned chapters prior to class.

<i>The week of January 9, 2011</i>	<u>Unit 1</u> (chapters 1-4) Introductory Lecture. The Body as a Whole. Organization of the Human Body. Cells and their Functions. Tissues, Glands, and Membranes.
<i>The week of January 16, 2011</i>	<u>Unit 2</u> (Chapter 5) Disease and Disease-Producing Organisms.
<i>The week of January 23, 2011</i>	<u>Units 2, 3</u> (Chapters 6-7) The Skin in Health and Disease. The Skeleton: Bones and Joints
<i>FEBRUARY 2, 2011</i>	UNIT EXAM #1 (Chapters 1-6)
<i>FEBRUARY 2, 2011</i>	Unit #1 Study Guide Chapters Due (at lab class)
<i>The week of January 30, 2011</i>	<u>Unit 3</u> (Chapter 8) The Muscular System
<i>The week of February 6, 2011</i>	<u>Unit 4</u> (Chapter 9) The Spinal Cord and Spinal Nerves
<i>FEBRUARY 7, 2011</i>	Lab Practical # 1 (Chapters 1-8)
<i>FEBRUARY 9, 2011</i>	UNIT EXAM # 2 (Chapters 7-8)
<i>FEBRUARY 9, 2011</i>	Unit #2 Study Guide Chapters Due (at lab class)

The week of February 13, 2011	Unit 4 (Chapter 10) The Nervous System: The Brain and Cranial Nerves
The week of February 20, 2011	Unit 4 (Chapter 11) The Sensory System
The week of February 27, 2011	Unit 4 (Chapter 12) The Endocrine System: Glands and Hormones
The Week of March 6, 2011	Unit 5 (Chapters 13-17) The Blood. The Heart and Heart Disease.
MARCH 7, 2011	Lab Practical #2 (Chapters 9-12)
MARCH 9, 2011	UNIT EXAM # 3 (Chapters 9-12)
MARCH 9, 2011	Unit #3 Study Guide Chapters Due (at lab class)
The Week of March 20, 2011	Unit 5 (Chapters 13-17) Blood Vessels and Blood Circulation. The Lymphatic System and Lymphoid Tissue. Body Defenses, Immunity, and Vaccines.
The week of March 27, 2011	Unit 6 (Chapters 18-19) Respiration. Digestion
MARCH 30, 2011	Lab Practical #3 (Chapters 13-17)
The weeks of April 3, 10, 2011	Unit 6 (Chapters 20-22) Metabolism, Nutrition, and Body Temperature. Body Fluids. The Urinary System.
APRIL 4, 2011	UNIT EXAM # 4 (Chapters 13-17)
APRIL 4, 2011	Unit #4 Study Guide Chapters Due (at lab class)
APRIL 11, 2011	UNIT EXAM #5 (Chapters 18-20)
APRIL 11, 2011	Unit #5 Study Guide Chapters Due (at lab class)
The weeks of April 17, 24, 2011	Unit 7 (Chapters 23-25) The Male and Female Reproductive Systems. Development and Birth. Heredity and Hereditary Diseases
APRIL 27, 2011	Lab Practical #4 (Chapters 18-23)
MAY 2, 2011	UNIT EXAM# 6 (Chapters 21-25)
MAY 2, 2011	Unit #6 Study Guide Chapters Due (at lab class)



FINAL EXAM: FRIDAY, MAY 6, 11 A.M. (Comprehensive)

IMPORTANT FINAL EXAM INFORMATIN! Our final exam times are based on the UTD published finals schedule. If you have an instructor who varies from the University exam schedule, creating conflict with this scheduled time, you will need to contact that instructor to make alternate arrangements. You must be present for your final exam at the stated time listed based on your section assignment!

Due to classroom seating limitations and fairness to all students, we are unable to let you take your final exam earlier or later than the schedule dictates for your section. Please schedule your end of semester plans until after the final exam date listed in this syllabus.

Course Policies

Grading (credit) Criteria	<p>An Exam will follow the completion of the first two Units and the each of the succeeding five Units, which gives the 6 Unit Exams scores.</p> <p>The mastery of the Laboratory part will be assessed through 4 Lab Practical exams, which adds 4 more scores.</p> <p>Although the assignments in the Study Guide are implemented to help the students' learning and the understanding of the material, a grading scale will be used to evaluate the execution of the exercises in each of the 7 Units.</p> <p>Thus, the total number of scores in this course, including the Final Exam score, will be 18.</p> <p><u>Taking all of the Unit Exams and Lab Practicals is mandatory.</u></p> <p>For the students who take all 6 Unit Exams, the 4 Lab Practicals, and complete the 7 Study Guide Assignments, the 2 lowest Exams scores (excluding the Final), the 1 lowest Lab Practical score, and the 2 lowest Study Guide Exercises scores will be dropped.</p> <p><u>For students who DO NOT take all of the above-mentioned tests, or whose lowest scores are less than 59% NO grades will be dropped.</u></p> <p><i>The Final Grade will be calculated on the following criteria:</i></p> <ul style="list-style-type: none"> 35% of the average of the Unit Exams; 20% of the score of the Final Exam; 20% of the average of the Lab Practicals; 15% of the average of the Study Guide exercises; 10% of the Attendance score. <p>Failure to take an exam will result in a grade of zero (0) which will not be dropped.</p> <p>Failure to turn in assigned study guide chapters will result in a grade of zero (0) which will not be dropped.</p> <p>Failure to take a lab practical will result in a grade of zero (0) and will not be dropped.</p> <p>The Final Letter Grades will be assigned in the accordance with the following numerical scale:</p> <table border="0"> <tr><td>97-100</td><td>A+</td></tr> <tr><td>92-96</td><td>A</td></tr> <tr><td>89-91</td><td>A-</td></tr> <tr><td>85-88</td><td>B+</td></tr> <tr><td>82-84</td><td>B</td></tr> <tr><td>79-81</td><td>B-</td></tr> <tr><td>75-78</td><td>C+</td></tr> <tr><td>72-74</td><td>C</td></tr> <tr><td>69-71</td><td>C-</td></tr> <tr><td>65-68</td><td>D+</td></tr> <tr><td>62-64</td><td>D</td></tr> <tr><td>59-61</td><td>D-</td></tr> <tr><td>>59</td><td>F</td></tr> </table>	97-100	A+	92-96	A	89-91	A-	85-88	B+	82-84	B	79-81	B-	75-78	C+	72-74	C	69-71	C-	65-68	D+	62-64	D	59-61	D-	>59	F
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62-64	D																										
59-61	D-																										
>59	F																										

Make-up Exams	THERE ARE <u>NO RETAKES</u> . MAKE-UP EXAMS WILL BE GIVEN ONLY IN THE CASE OF A <i>DOCUMENTED EXCUSE</i> .
Extra Credit	<u>Three bonuses</u> for each correctly answered <u>pop-quizzes</u> that are given periodically during the lectures (the score should be not less than 80%) will be added to the grade of the appropriate unit exam

Late Work	The Study Guide Assignments are due on the dates designated by a special schedule (due the day of unit exams). The Grade for the later presented assignments will be decreased.
Special Assignments	n/a
Class Attendance	Regular attendance is encouraged to the utmost. 10% of the Final Grade will come from the Grade for the Attendance . Each case of an absence must be discussed with the TA.
Classroom Citizenship	Classroom citizenship of respect and courtesy toward students and instructors is expected . Any action which disturbs your classmates or interrupts the lecture is unacceptable . Examples of such actions include the following: 1. Entering the classroom late. Please be punctual . 2. Leaving the classroom before the end of lecture. Attendance grade will be decreased for those who leave prior to lecture dismissal. 3. Cell phones need to be turned off or silent . Classroom locations: CN 1.102 (Lecture); FN 2.202- 2.204 (Lab) .

Technical Support

If you experience any problems with your UTD account you may send an email to: assist@utdallas.edu or call the UTD Computer Helpdesk at 972-883-2911.

Field Trip Policies - Off-campus Instruction and Course Activities

Not Applicable for BIOL 1300.

Off-campus, out-of-state, and foreign instruction and activities are subject to state law and University policies and procedures regarding travel and risk-related activities. Information regarding these rules and regulations may be found at the website address http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm. Additional information is available from the office of the school dean. Below is a description of any travel and/or risk-related activity associated with this course.

Student Conduct & Discipline

The University of Texas System and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UTD printed publication, *A to Z Guide*, which is provided to all registered students each academic year.

The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the *Rules and Regulations, Series 50000, Board of Regents, The University of Texas System*, and in Title V, Rules on Student Services and Activities of the university's *Handbook of Operating Procedures*. Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations (SU 1.602, 972/883-6391) and online at <http://www.utdallas.edu/judicialaffairs/UTDJudicialAffairs-HOPV.html>

A student at the university neither loses the rights nor escapes the responsibilities of citizenship. He or she is expected to obey federal, state, and local laws as well as the Regents' Rules, university regulations, and administrative rules. Students are subject to discipline for violating the standards of conduct whether such conduct takes place on or off campus, or whether civil or criminal penalties are also imposed for such conduct.

Academic Integrity

The faculty expects from its students a **high level** of responsibility and **academic honesty**. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. **Scholastic dishonesty** includes but is not limited to cheating, plagiarism, collusion, the 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.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the university's policy on plagiarism (see general catalog for details).

Copyright Notice

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. As a UT Dallas student, you are required to follow the institution's copyright policy (Policy Memorandum 84-I.3-46). For more information about the fair use exemption, see <http://www.utsystem.edu/ogc/intellectualproperty/copypol2.htm>

Email Use

The University of Texas at Dallas recognizes the value and efficiency of communication between faculty/staff and students through electronic mail. At the same time, email raises some issues concerning security and the identity of each individual in an email exchange. The university encourages all official student email correspondence be sent only to a student's U.T. Dallas email address and that faculty and staff consider email from students official only if it originates from a UTD student account. This allows the university to maintain a high degree of confidence in the identity of all individual corresponding and the security of the transmitted information. UTD furnishes each student with a free email account that is to be used in all communication with university personnel. The Department of Information Resources at U.T. Dallas provides a method for students to have their U.T. Dallas mail forwarded to other accounts.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal of any college-level courses. These dates and times are published in that semester's course catalog. Administration procedures must be followed. It is the student's responsibility to handle withdrawal requirements from any class. In other words, I cannot drop or withdraw any student. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled.

Student Grievance Procedures

Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's *Handbook of Operating Procedures*.

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originates (hereafter called "the respondent"). Individual faculty members retain primary responsibility for assigning grades and evaluations. If the matter cannot be resolved at that level, the grievance must be submitted in writing to the respondent with a copy of the respondent's School Dean. If the matter is not resolved by the written response provided by the respondent, the student may submit a written appeal to the School Dean. If the grievance is not resolved by the School Dean's decision, the student may make a written appeal to the Dean of Graduate or Undergraduate Education, and the dean will appoint and

convene an Academic Appeals Panel. The decision of the Academic Appeals Panel is final. The results of the academic appeals process will be distributed to all involved parties.

Copies of these rules and regulations are available to students in the Office of the Dean of Students, where staff members are available to assist students in interpreting the rules and regulations.

Incomplete Grade Policy

As per university policy, incomplete grades will be granted only for work unavoidably missed at the semester's end and only if 70% of the course work has been completed. An incomplete grade must be resolved within eight (8) weeks from the first day of the subsequent long semester. If the required work to complete the course and to remove the incomplete grade is not submitted by the specified deadline, the incomplete grade is changed automatically to a grade of **F**.

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room 1.610 in the Student Union. Office hours are Monday and Thursday, 8:30 a.m. to 6:30 p.m.; Tuesday and Wednesday, 8:30 a.m. to 7:30 p.m.; and Friday, 8:30 a.m. to 5:30 p.m.

The contact information for the Office of Disability Services is:

The University of Texas at Dallas, SU 22

PO Box 830688

Richardson, Texas 75083-0688

(972) 883-2098 (voice or TTY)

disabilityservice@utdallas.edu

If you anticipate issues related to the format or requirements of this course, please meet with the Coordinator of Disability Services. The Coordinator is available to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Services to notify them of your eligibility for reasonable accommodations. Disability Services can then plan how best to coordinate your accommodations.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Religious Holy Days

The University of Texas at Dallas will excuse a student from class or other required activities for the travel to and observance of a religious holy day for a religion whose places of worship are exempt from property tax under Section 11.20, Tax Code, Texas Code Annotated.

The student is encouraged to notify the instructor or activity sponsor as soon as possible regarding the absence, preferably in advance of the assignment. The student, so excused, will be allowed to take the exam or complete the assignment within a reasonable time after the absence: a period equal to the length of the absence, up to a maximum of one week. A student who notifies the instructor and completes any missed exam or assignment may not be penalized for the absence. A student who fails to complete the exam or assignment within the prescribed period may receive a failing grade for that exam or assignment.

If a student or an instructor disagrees about the nature of the absence [i.e., for the purpose of observing a religious holy day] or if there is similar disagreement about whether the student has been given a reasonable time to complete any missed assignments or examinations, either the student or the instructor may request a ruling from the chief executive officer of the institution, or his or her designee. The chief executive officer or designee must take into account the legislative intent of TEC 51.911(b), and the student and instructor will abide by the decision of the chief executive officer or designee.

These descriptions and timelines are subject to change at the discretion of the Professor.