

	<b>Course</b>	BIOL 1300 BODY SYSTEMS WITH LAB
	<b>Professor</b>	Mehmet Candas
	<b>Term</b>	Fall 2011
	<b>Meetings</b>	Lecture (002) MW 1:00 -1:50 p.m. JO 4.614 Lab (104) MW 3:00 -3:50 p.m. MSET 2.206 Lab (105) MW 2:00 -2:50 p.m. MSET 2.206

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#### Professor's Contact Information

<b>Office Phone</b>	972-883-6338
<b>Office Location</b>	FN 3.206
<b>Email Address</b>	candas@utdallas.edu
<b>Office Hours</b>	T, Th, F 10:00 - 11:00 a.m.
<b>Other Information</b>	Best way to reach Dr. Candas is via email communication. If you need to have a meeting, please schedule via e-mail.

#### General Course Information

<b>Course Description</b>	<p>This course is an introductory study of the structure and function of the human body. It is designed as a science elective for all majors. It explores the human body as an integrated system and examines physiological functions of tissues and organs in relation to their molecular, cellular and anatomical features. Integration of metabolism and the effects of one organ system on others are stressed. Basic information about diseases, disorders and effect of aging on human body is provided along with special considerations to preventative approaches that are critical to modern medicine and maintaining good health.</p> <p>The lab sessions are correlated with the content of the lectures and based on in-class reviews, homework assignments and examination of three-dimensional models of the human body, emphasizing essential aspects of human anatomy and physiology.</p> <p>The topics are divided into seven units based on concepts and functional principles related to body systems. Each division is comprised of a set of chapters from the textbook. The Study Guide is divided similarly and consists of exercises suitable for the assimilation of the textbook information.</p>
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<p><b>Course Objective and Outcomes</b></p>	<p>The primary objectives of the course are:</p> <ul style="list-style-type: none"> <li>• to provide familiarity with the structural and functional features of mammalian cells</li> <li>• to analyze the organization of human body at molecular, cellular, tissue, organ and organism level</li> <li>• to review organ systems, their specialization and integration of metabolism in relation to human body physiology</li> <li>• to understand changes occurring during development, aging and diseases conditions</li> </ul> <p>Learning outcomes:</p> <ul style="list-style-type: none"> <li>▪ Understand the basics of cellular structures and processes including metabolism, energy production, signal transduction and genetic regulation</li> <li>▪ Understand the physiology and anatomical associations of the organs</li> <li>▪ Understand the body processes like muscle contraction, movement, blood circulation, breathing, digestion, excretion, nerve impulse generation and conduction</li> <li>▪ Understand the relationship between organ functions and integration of metabolism</li> <li>▪ Understand the concept of homeostasis, and complexity of the body systems interaction and interdependence</li> <li>▪ Become familiar with the specific medical term used in the classification of different conditions of the body</li> <li>▪ Comprehend the informational and ideological content of the course as it relates to health and reducing diseases risk factors</li> </ul>
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<p><b>Required Text</b></p>	<ul style="list-style-type: none"> <li>• Memmler's the Human Body in Health and Disease (11<sup>th</sup> Edition), Cohen &amp; Hull</li> <li>• Study Guide Memmler's the Human Body in Health and Disease (11<sup>th</sup> Edition)</li> </ul>
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<p><b>Useful Resource</b></p>	<p>Essentials of Pathophysiology, Poth &amp; Matfin  ----- NOT REQUIRED FOR THE COURSE -----</p>
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## Topics and Tentative Schedule

Wed	24-Aug	Chp 1, 2	Matter and Chemistry; Organization of the human body
Mon	29-Aug	Chps 3, 4	Cellular structure, organelles and functions
Wed	31-Aug	Chp 5	Disease-producing organisms
Mon	5-Sep		<b>LABOR DAY – No class</b>
Wed	7-Sep	Chp 6	Skin
Mon	12-Sep	Chp 7	Bones and Joints
		Chp 8	Muscular System
Wed	14-Sep		<b>Exam #1 (Chapters 1-8)</b> <b>No lab class</b>
Mon	19-Sep	Chp 9	Spinal Cord and Spinal Nerves
Mon	19-Sep		<b>Lab Practical # 1 (Chapters 1-8)</b>
Wed	21-Sep	Chp 10	Brain and Cranial Nerves <b>No lab class</b>
Mon	26-Sep	Chp 11	Sensory System
Wed	28-Sep	Chp 12	Endocrine System
Mon	3-Oct	Chp 13	Blood
Wed	5-Oct		<b>Exam # 2 (Chapters 9-12)</b>
Mon	10-Oct	Chp 14	Heart and heart diseases -1
Wed	12-Oct	Chp 14	Heart and heart diseases -2
Mon	17-Oct	Chp 15	Blood vessels and circulation
Mon	17-Oct		<b>Lab Practical #2 (Chapters 9-12)</b>
Wed	19-Oct	Chps 16	Lymphatic system <b>No lab class</b>
Mon	24-Oct	Chp 17	Immune defenses
Wed	26-Oct	Chp 18	Respiration
Mon	31-Oct		<b>Exam # 3 (Chapters 13-17)</b>
Wed	2-Nov	Chp 19	Digestion
Wed	2-Nov		<b>Lab Practical #3 (Chapters 13-17)</b>
Mon	7-Nov	Chp 20	Metabolism and nutrition <b>No lab class</b>
Wed	9-Nov	Chp 21	Body fluids
Mon	14-Nov	Chp 22	Urinary system <b>No lab class</b>
Wed	16-Nov		<b>Exam #4 (Chapters 18-20)</b>
Mon	21-Nov	Chp 23	Reproductive system
Wed	23-Nov		<b>THANKS GIVING – No class</b>
Mon	28-Nov	Chp 24, 25	Development and birth; Heredity and hereditary diseases
Wed	30-Nov		<b>Lab Practical #4 (Chapters 18-23)</b> <b>No lecture class</b>
Mon	5-Dec		<b>Exam # 5 (Chapters 21-25)</b> <b>No lab class</b>

*Descriptions and timelines are subject to change at the discretion of the Professor.*

## Course Policies

<b>Grading Criteria</b>	<p>Student assessment is based on grades from lecture class exams, lab practical tests and assignments given in the classes. Completion of lecture exams and lab practical exams is mandatory. Assignments emphasize the topics and are based on in-class work given during the lab sessions as well as homework exercises from the Study Guide.</p> <p>Make-up for lecture class exams will only be given in case of a documented excuse. There is no make-up and/or retake of any lab practical exam.</p> <p>Final Grades are calculated on the following criteria:</p> <p>45% lecture class exams (average) 30% lab practical exams (average) 15% assignments (average) 10% attendance and in-class work (average)</p> <p>Grades are distributed as following:</p> <table><tr><td>97-100%</td><td>A+</td><td>75-78%</td><td>C+</td></tr><tr><td>92-96%</td><td>A</td><td>72-74%</td><td>C</td></tr><tr><td>89-91%</td><td>A-</td><td>69-71%</td><td>C-</td></tr><tr><td>85-88%</td><td>B+</td><td>65-68%</td><td>D+</td></tr><tr><td>82-84%</td><td>B</td><td>62-64%</td><td>D</td></tr><tr><td>79-81%</td><td>B-</td><td>59-61%</td><td>D-</td></tr></table>	97-100%	A+	75-78%	C+	92-96%	A	72-74%	C	89-91%	A-	69-71%	C-	85-88%	B+	65-68%	D+	82-84%	B	62-64%	D	79-81%	B-	59-61%	D-
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<b>Class and Laboratory Attendance</b>	<p>Regular attendance is expected as part of your studentship.</p>																								
<b>Student Conduct and Discipline</b>	<p>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 publication, <i>A to Z Guide</i>, which is provided to all registered students each academic year.</p> <p>The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process.</p>																								

	<p>Procedures are defined and described in the <i>Rules and Regulations, Board of Regents, The University of Texas System, Part 1, Chapter VI, Section 3</i>, and in Title V, Rules on Student Services and Activities of the university's <i>Handbook of Operating Procedures</i>. The 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).</p> <p>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.</p>
<b>Academic Integrity</b>	<p>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.</p> <p>Scholastic dishonesty includes, but is not limited to, statements, acts or omissions related to applications for enrollment or the award of a degree, and/or the submission as one's own work or material that is not one's own. As a general rule, scholastic dishonesty involves one of the following acts: cheating, plagiarism, collusion and/or falsifying academic records. Students suspected of academic dishonesty are subject to disciplinary proceedings.</p> <p>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). This course will use the resources of turnitin.com, which searches the web for possible plagiarism and is over 90% effective.</p>
<b>Email Use</b>	<p>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</p>

	<p>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.</p>
<b>Withdrawal from Class</b>	<p>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.</p>
<b>Student Grievance Procedures</b>	<p>Procedures for student grievances are found in Title V, Rules on Student Services and Activities, of the university's <i>Handbook of Operating Procedures</i>.</p> <p>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.</p> <p>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.</p>
<b>Incomplete Grades</b>	<p>As per university policy, incomplete grades will be granted only for work unavoidably missed at the end of semester and only if 70% of the course work has been completed.</p>

	<p>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 <u>F</u>.</p>
<p><b>Disability Services</b></p>	<p>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.</p> <p>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)</p> <p>Essentially, the law requires that colleges and universities make those reasonable adjustments necessary to eliminate discrimination on the basis of disability. For example, it may be necessary to remove classroom prohibitions against tape recorders or animals (in the case of dog guides) for students who are blind. Occasionally an assignment requirement may be substituted (for example, a research paper versus an oral presentation for a student who is hearing impaired). Classes enrolled students with mobility impairments may have to be rescheduled in accessible facilities. The college or university may need to provide special services such as registration, note-taking, or mobility assistance.</p> <p>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.</p>
<p><b>Religious Holy Days</b></p>	<p>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</p>

	<p>property tax under Section 11.20, Tax Code, Texas Code Annotated.</p> <p>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.</p> <p>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.</p>
<b>Off-Campus Instruction and Course Activities</b>	<p>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 <a href="http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm">http://www.utdallas.edu/BusinessAffairs/Travel_Risk_Activities.htm</a>. Additional information is available from the office of the school dean.</p>

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