Instructor: Behnaz Parhami-Seren, Ph.D. ***Email:bpseren@gmail.com***

Anatomy 1: Introductory Human Anatomy, Los Angeles Mission College,

This is not an online course, attendance on campus classes is monitored on daily basis.

Office Hours: T and TH 12:30-1:30, after the lab

001 INTRODUCTION TO HUMAN ANATOMY (UC:CSU) 4.00 UNITS
Prerequisite: Bio 3 with a grade of C or better Advisory: English 28 or ESL 8. This course examines cells, tissues, and organs of these human systems: integumentary,skeletal, muscular, nervous, circulatory, respiratory, digestive, urinary, endocrine, lymphatic,
and reproductive. Dissection and microscopy are used extensively in lab.

0108 LEC 7:30AM - 8:55AM TTh, Building/Room: CMS 005
AND LAB 9:05AM - 12:15PM T, building/Room CMS 102

0109 LEC 7:30AM - 8:55AM TTh, Building/Room: CMS 005
AND LAB 9:05AM - 12:15PM Th, Building/Room: CMS 102

DROP Dates
Drop classes without receiving a "W" with refund (In Person)..... September 7*
Drop classes without receiving a "W" with refund (Internet)..... September 9*
Drop classes without incurring fees or with a refund
(Registration/parking/non-resident fees – 16-week semester-length classes)
In Person/Internet..... September 10
Drop classes with a "W" *(Letter grade is required from this date forward)*
In Person..... November 16
Internet..... November 18
***PLEASE NOTE**: This is an earlier and revised deadline. A "W" will appear on your transcript record after this date. This is a new LACCD enrollment limit. The limit is now three times to take a class and includes both substandard grades and withdrawals. (See Important Notice, page 3)*

If you stop attending a class (or wish to drop a class), **YOU MUST DROP THE CLASS YOURSELF – OFFICIALLY – on or before November 18, 2012 (Internet) Failure to do so may result in a grade of "F" in that class.**

Department chair: Dr. J. Michael Reynolds
Office Phone (818) 364-7695 and e-mail: *reynolmj@lamission.edu*

Text Books

1. Human Anatomy and Physiology, Elain N. Marieb and Katja Hoehn, 9th Edition.
   ISBN 13: 978-0-321-74326-8
   ISBN 10: 0-321-74326-1
2. Human Anatomy and Physiology Lab Manual (**Cat Version**), Elaine N. Marieb and Susan J. Mitchell , 10th Edition
   ISBN 10: 0-321-76558—3
   ISBN 13: 978-0-321-76558-1

Lecture course objectives and goals

Define Anatomy and Physiology and define the subdivisions of anatomy. Exploring anatomical structures in order to understanding how body is built and how body works. This allows you to appreciate newly developed techniques for detecting and treating diseases and to apply guidelines for staying healthy.

Laboratory course objectives and goals:

The laboratory exercises are designed to help student gain a broad understanding of anatomy including examining models and dissecting animal organs, using a microscope to look at tissue slides and investigate a selection of physiological phenomena in order to make your anatomy studies more meaningful.

Attendance policy: Lectures and Labs begin at the times indicated on this syllabus and attendance will be monitored on daily basis.

Laboratory Rules

1. Proper lab attire is required for safety reasons. Shoes must be worn at all times in the laboratory. Labs can be messy, so avoid wearing anything expensive.
2. Absolutely no cell phone allowed during lecture and lab
3. **Please note that no eating or drinking is allowed inside the laboratory. You may leave the laboratory to eat or drink.**
4. Students are expected to clean up benches and sinks using disinfectants, discard used materials and put away all materials in their proper place. Microscope slides must be placed in their appropriate racks and special care with the microscopes is expected.

Grading: 1000 points total

Lecture 600 points

- Quizzes account for a total of 100 points (4 quizzes, each 25 points)
- Exams account for total of 400 points (4 exams each 100 points)
- Final exam accounts for total of 100 points (cumulative)

Students need to bring scantrons (#882) and #2 pencils for quizzes and exams. Exams are combinations of multiple choice questions, short answers, description of images and pathways, use of logics, critical thinking questions and scientific experiments. In preparation for exams, you must read your text book and lab manual.

Lab 400 points

- 4 Lab exams accounts for total of 200 points (50 points/exam)
- Final Lab Exam accounts for 100 points
- 4 Quizzes (all from lab manual) and other home assignments 100 points (25 points/quiz)

Please Read Carefully: Missed Quizzes and Exams

The syllabus is provided to you so that you can plan your work and vacation schedules in advance. If you miss one lecture quiz or one Lab quiz, the instructor will use your next quiz grade to substitute for the missing quiz. If you miss more than one quiz, your grade will be zero. No make ups are permitted for missed exams. If you miss final lab and/or lecture exam, you will fail the course (F) regardless of how your other grades are. If you do well on your final exam, one of your lowest exam grade will be replaced with the final exam grade.

No electronic devices (cell phone, iPod, MP3, etc.) are permitted during quizzes, lab or lecture exam.

Letter grades will be assigned on the following scale:

LETTER GRADE	PERCENT OF POINTS	POINT TOTALS
A	90	≥900
B	80	≥800
C	70	≥700
D	60	≥600

You will be able to see your grades online and monitor your progress. Grades are not negotiable: Grades will be based on the Mission College grade scale shown above. Exceptions will not be made for individuals in order to maintain a students' GPA or because a given grade is required for student to transfer to another institution. **It is up to the student to achieve their desired grade. Please Keep all returned assignments for your records** --If any problems or discrepancy in scores arise, your graded exams will be needed as a final arbiter to determine your grade

Code of Honor and Integrity, Los Angeles Mission College

Department of Life Sciences

Students at Los Angeles Mission College, because they are members of an academic community dedicated to the achievement of excellence and the pursuit of honor, are expected to meet high standards of personal, ethical, and moral conduct. These standards require personal integrity and a commitment to honesty without compromise. Without the ability to trust in these principles, an academic community and a civil society cannot exist. Los Angeles Mission College students and faculty are as committed to the development of students with honesty and integrity as they are to the academic and professional success of its students.

The **Code of Honor and Integrity** is an undertaking of the students, first and foremost, both individually and collectively, that they will:

1. not give or receive dishonorable aid during exams, quizzes or assignments

2. do their share and take an active part in seeing to it that fellow students, as well as themselves, uphold the spirit and letter of the Code of Honor and Integrity.

Some examples of conduct that are regarded as being in violation of the Honor Code include:

- Copying from another's examination or quiz, or allowing another to copy from one's own papers
- Using any unpermitted source of information, human or other, during an exam, quiz or assignment that influences the grade; this includes the use of technological devices
- Any student-to-student collaboration that is unpermitted
- Plagiarism (plagiarism is defined as the use, without giving reasonable and appropriate credit to, or acknowledging the author or source, of another person's original work)
- Representing as one's own work as the work of another
- Giving or receiving aid on an academic assignment under circumstances in which a reasonable person should have known that such aid is not permitted

As a part of the effort to promote an environment of honesty and integrity during quizzes and examinations, the following guidelines will apply for any courses in the Department of Life Sciences:

1. Students will leave all books and all other non-essential items (e.g. paper, electronic devices) on the floor so that they are not useable nor block the sight line between professor and student. No electronic devices will be in reach.

2. Students will not communicate in any way that will dishonorably assist themselves or another student.

3. Students will leave the room during an exam only if permitted by the professor's policy. If permitted, only one student may leave the room at any time and be gone for only the average

length of time needed for the stated purpose. Students will leave all purses, bags, books, phones, jackets, etc., in the classroom during the absence.

4. Students will promote the spirit and letter of the **Code of Honesty and Integrity** by dissuading fellow students from dishonest activity and, when such casual persuasion does not work, informing the professor of the possible dishonest activity, either anonymously, or otherwise.

5. Students will make every effort to avoid even the appearance of dishonesty or lack of integrity

Violation of this policy will not be tolerated and violators will be subject to severe penalties. The success of the **Code of Honor and Integrity** is based upon the collective desire of students, faculty and the community to live in an environment that embraces respect for that which is right – both in the college and in society as a whole.

Behavior:

1) Be on time to class,
2) Do not disturb the class during lecture and/or lab
3) Please turn off your cell phone and do not use your cell phone for text messaging
   Exception: Laptop computers are permitted during lecture/Lab to allow students to follow along in the notes—not for messaging and or playing games during the class.

Website(s) with resources for students

- Life Science Department website: www.lamission.edu/lifesciences

- College resources for students

  Library: For information on hours, resources, workshops, and other services contact 818-364-7106 or visit http://www.lamission.edu/library/

  Tutoring Services in Learning Center: Laboratories for Learning, Writing, Math & Science. Walk-in and appointment services offered. Call 818-364-7754 or visit www.lamission.edu/learningcenter/

  Bookstore: For hours of operation, book availability, buybacks, and other information call 818-364-7767 or 7768 or visit http://www.lamissionbookstore.com/

  Counseling Department: For appointments and information call 818-364-7655 or visit http://www.lamission.edu/counseling/

  Disabled Students Programs and Services (DSP&S): For appointments, eligibility and information call 818-364-7732 or visit http://www.lamission.edu/dsps/

  Extended Opportunity Programs and Services (EOPS): For appointments, eligibility and information call 818-364-7645 or visit http://www.lamission.edu/eops/

Financial Aid: For information and applications call 818-364-7648 or visit http://www.lamission.edu/financialaid/

Schedule Changes—Changes in scheduling are possible. The course outline and schedule listed below are tentative and may be changed. If we fall behind or get ahead in lecture or lab, we will simply move on to the next topic as we reach it.
Any significant changes in scheduling will be placed on the board at the start of the lecture, lab or on the instructor's web site--It is the student's responsibility to be in class or visit the course shell and make note of these changes. **The table shows a tentative schedule for lectures and labs.**
In this class anatomical models, as well as euthanized rats and cats will be used. Students are expected to participate in all lab activities

The following is a tentative class schedule. The instructor reserves the right to change the schedule if necessary.

Week	Date	Lecture: Tuesdays and Thursdays (7:30-8:55 AM) For Sections 0108 and 0109 CMS 005	Date	Lab Tuesdays (Section 0108) and Thursdays (Section 0109) 9:05AM - 12:15PM, CMS 102	Quiz/Exam
Week 1	8/28	C1_The human body: An orientation		EX 1, The language of anatomy EX2, Organ system overview	
	8/30	C1_The human body: An orientation		EX 1, The language of anatomy EX2, Organ system overview	
Week 2	9/4	C4_Tissue: The living fabric		EX 6, Classification of Tissues	
	9/6	C4_Tissue: The living fabric		EX 6, Classification of Tissues	
Week 3	9/11	C5_The Integumentary system		EX 7, The integumentary system EX 8, Classification of covering and lining membranes EX 9, Overview of the skeleton: classification and structure of bones and cartilages	**Lab Quiz 1**

	9/13	C6_Bones and skeletal tissues		EX 7, The integumentary system EX 8, Classification of covering and lining membranes EX 9, Overview of the skeleton: classification and structure of bones and cartilages	**Lec Quiz 1** **Lab Quiz 1**
Week 4	9/18	Exam		Exam	Lec Exam 1 Lab Exam 1
	9/20	C7_The skeleton: Axial		Exam	
Week 5	9/25	C7_The skeleton: Appendicular		EX 10, The axial skeleton EX 11, The appendicular skeleton EX 12, Fetal Skeleton	
	9/27	C7_The skeleton: Axial C7_The skeleton: Appendicular		EX 10, The axial skeleton EX 11, The appendicular skeleton EX 12, Fetal Skeleton	
Week 6	10/2	C8_Joints		EX13, Articulation and body movements	**Lab Quiz 2**
	10/4	C9_Muscles and muscle tissue		EX13, Articulation and body movements	**Lec Quiz 2** **Lab Quiz 2**
Week 7	10/9	Exam		Exam	**Lec Exam 2** **Lab Exam 2**
	10/11	C9_Muscles and muscle tissue		Exam	
Week 8	10/16	C10_The muscular system		EX 14, Microscopic anatomy and organization of skeletal muscle EX 15, Gross anatomy of the muscular system **Cat dissection, EX 1: Page 697**	

	10/18	C10_The muscular system		EX 14, Microscopic anatomy and organization of skeletal muscle EX 15, Gross anatomy of the muscular system **Cat dissection, EX 1: Page 697**	
Week 9	10/23	C10_The muscular system		EX 15, Gross anatomy of the muscular system **Cat dissection continues**	**Lab Quiz 3**
	10/25	C10_The muscular system		EX 15, Gross anatomy of the muscular system **Cat dissection continues**	**Lec Quiz 3** **Lab Quiz 3**
Week 10	10/30	Exam		Exam	Lec Exam 3 Lab Exam 3
	11/1	C11_Fundumentals of the nervous system and nervous tissue		Exam	
Week 11	11/6	C12_The central nervous system		EX 17, Histology of nervous system EX 19, Gross anatomy of the brain and cranial nerves	
	11/8	C12_The central nervous system		EX 17, Histology of nervous system EX 19, Gross anatomy of the brain and cranial nerves	
Week 12	11/13	C13_The peripheral nervous system and reflex activity		EX 19, Gross anatomy of the brain and cranial nerves EX 20, Spinal cord, spinal nerve, and the autonomic nervous system **Cat dissection: Brachial plexus, EX 2, page 715**	
	11/15	C13_The peripheral nervous system and reflex activity		EX 19, Gross anatomy of the brain and cranial nerves EX 20, Spinal cord, spinal nerve, and the autonomic nervous system **Cat dissection: Brachial plexus, EX 2, page 715**	

Week 12	11/20	C15_Special senses: The eye and vision		EX 24, Special senses: Vision EX 25, Special senses: Hearing and equilibrium EX 23, General sensation	Lab Quiz 4
	11/22	C15_Special senses: The ear, hearing and balance		EX 24, Special senses: Vision EX 25, Special senses: Hearing and equilibrium EX 23, General sensation	Lec Quiz 4 Lab Quiz 4
Week 14	11/27	Exam		Exam	Lec Exam 4 Lab Exam 4
	11/29	Introduction to general sensation (from the lab manual (pages 353-362)		Exam	
Week 15	12/4	**Cat dissection:** Anatomy of the heart, blood vessel, respiratory system, urinary system, digestive system, urinary system, reproductive system		Ex 30, Anatomy of the heart EX 32, Anatomy of blood vessel EX 36, Anatomy of the respiratory system **(also cat EX 6, page 737)** EX 38, Anatomy of the digestive system **(also cat EX 7, page 741)** EX 40, Anatomy of the urinary system **(also cat EX 8, page 747)** EX 42, Anatomy of the reproductive system **(also cat EX 9, page 751)**	
	12/6	**Cat dissection:** Anatomy of the heart, blood vessel, respiratory system, urinary system, digestive system, urinary system, reproductive system		Ex 30, Anatomy of the heart EX 32, Anatomy of blood vessel EX 36, Anatomy of the respiratory system **(also cat EX 6, page 737)** EX 38, Anatomy of the digestive system **(also cat EX 7, page 741)** EX 40, Anatomy of the urinary system **(also cat EX 8, page 747)** EX 42, Anatomy of the	

				reproductive system **(also cat EX 9, page 751)**	
Week 16	12/11	Review Session		Exam	Lab Final Exam
	12/13	Exam		Exam	Lecture Final Exam