

Course ID:	Course Title:	Fall 2018
ZOO 261	Human Physiology I	Prerequisite: BIO 133
		Credits: 3

Class Information		Instructor Information		Important Dates	
Days:	Tuesday/Thursday	Instructor:	Dr. Megan C Hallam, PhD	First day of classes:	Wed., Sept 5
Time:	2:30-3:45 pm	Email:	mhallam@ambrose.edu	Last day to add/drop, or change to audit:	Sun, Sept 16
Room:	A2133 (lec) A2145 (lab)	Phone:	403-410-2000 ext 6905	Last day to request revised exam:	Mon, Oct 22
Lab/ Tutorial:	2.5 hours/week	Office:	L2107	Last day to withdraw from course:	Mon, Nov 12
	Wed 1:00-3:30 Thurs 4:00-6:30	Office Hours:	By appointment	Last day to apply for coursework extension:	Mon, Nov 19
Final Exam:	Friday December 14, 9:00-11:00, Airhart			Last day of classes:	Tue, Dec 11

Course Description

The basic structure and function of body systems – including cellular physiology, as well as nerve, muscle, sensory, reproductive and endocrine systems.

Expected Learning Outcomes

1. Students will be able to discuss the anatomy and physiology of the basic human systems including the nervous, muscular, endocrine, and reproductive systems.
2. Students will learn laboratory techniques essential to physiology.

Textbooks

Principles of Human Anatomy and Physiology, 14th Ed. or later, by Gerard Tortora and Bryan Derrickson.

You may also use Human Physiology: from cells to systems by Lauralee Sherwood 5th Ed. or later. Also on reserve in the library.

Course Schedule

Date	Lecture Schedule	Textbook Chapter	Lab Schedule
Sept 6	Introductions		No lab
Sept 11	Homeostasis	1	
Sept 13	Cell Physiology	3, 4	Tutorial 1 – Lab Technique
Sept 18	Cell Physiology	3, 4	
Sept 20	Cell Membrane Potential	3, 4, 12	Lab 1 – Osmosis & Diffusion
Sept 25	Action Potential, Synapses	12	
Sept 27	Central Nervous System	13, 14	Lab 2 – Nerves
Oct 2	No Class, Spiritual Emphasis Days		
Oct 4	Autonomic Nervous System	15	Open tutorial 1:30-2:30
Oct 9	Central Nervous System, Reflexes	13	
Oct 11	Midterm 1		Tutorial 2 – Reflexes
Oct 16	General Senses	16	
Oct 18	Receptors	16	Lab 3 – General Senses
Oct 23	Special Senses	17	
Oct 25	Special Senses	17	Lab 4 – Special Senses
Oct 30	Muscular System	11	
Nov 1	Somatic Sensory System	16	Review Tutorial
Nov 6	No Class, Reading Week		
Nov 8	No Class, Reading Week		No Lab, Reading Week
Nov 13	Midterm 2		
Nov 15	Skeletal and Smooth Muscle	11	Lab 5 – Skeletal Muscle
Nov 20	Reflexes	16	
Nov 22	Tropic hormones	18	Tutorial 3 – Smooth Muscle
Nov 27	Endocrine System	18	
Nov 29	Peripheral glands	18	Lab 6 – Endocrine Function
Dec 4	Reproduction – Male	28	
Dec 6	Reproduction – Female	28	Review tutorial
Dec 11	Review		

Requirements:

Midterm 1 – October 11, 25%

Midterm 2 – November 13, 25%

Final – December 14, 25%

5 lab-related assignments or quizzes, 5% each

All students are required to complete the WHMIS Quiz on Moodle by September 7. A grade of 80% is required to pass and be permitted to participate in labs. The quiz may be taken as many times as is needed to achieve 80%.

Assignments should be completed in accordance with the following criteria:

- Typed using a word processor
- Double spaced
- Font style: Times New Roman, Arial or similar
- Font size: 12-point
- Include Title Page following posted example (includes the name of the assignment, student name, class, professor's name and date)
- Stapled in the top left hand corner
- Students may choose whether to hand in hard copies single- or double-sided
- Further instructions regarding tables and figures will be given in labs

Unless stated otherwise, all assignments are to be done using full sentences and proper spelling and grammar. Any spelling and/or grammatical errors will result in a 0.5 point deduction per unique error on the assignment.

All assignments must be handed in electronically using Moodle in .doc or .docx format. Moodle cannot accept Pages or other kinds of files from Mac computers. A paper copy should also be submitted in class.

Turnitin will be used for all assignments. This web-based tool will compare your work with numerous sources, including your fellow students, to check for plagiarism. Please ensure you are handing in your own original work and properly citing appropriate sources. A report will be provided to you on Moodle on the due date of the assignment.

Assignments are due at the beginning of labs the week following when the assignment is given. Late assignments will be accepted for 5 days following the initial due date (until Monday for Wednesday labs, until Tuesday for Thursday labs). A deduction of 10% per day will be applied to late assignments. Late assignments should be submitted on Moodle and an email should be sent to the instructor to notify the late submission has been made.

An average grade in the lab below 50% results in failure in the course. You must pass the lab component to pass the course.

Attendance:

Attendance at all lectures and tutorials is strongly recommended, this will help ensure success on lab assignments, quizzes and exams. Attendance is mandatory at all labs. Lab assignments will not be accepted unless the lab has been attended or exceptions have been made with the instructor. An absence for an exam or quiz requires that a note be provided from a medical authority before the student may complete the test.

Missing more than 2 labs results in a failing grade for the course.

Grade Summary:

The available letters for course grades are as follows:

Letter	Grade	Percentage	Description
A+	96-100%		
A	92-96%		Excellent
A-	88-92%		
B+	83-88%		

B	78-83%	Good
B-	73-78%	
C+	68-73%	
C	64-68%	Satisfactory
C-	60-64%	
D+	55-60%	
D	51-55%	Minimal Pass
F	Below 50%	Failure

Because of the nature of the Alpha 4.00 system, there can be no uniform University-wide conversion scale. The relationship between raw scores (e.g. percentages) and the resultant letter grade will depend on the nature of the course and the instructor's assessment of the level of each class, compared to similar classes taught previously.

Please note that final grades will be available on student registration system. Printed grade sheets are not mailed out.

Plagiarism Policy:

It is your responsibility to ensure that all work you submit is original and that credit is given to ideas that are not your own. See below for Ambrose's statement defining plagiarism and outlining its consequences. While you will be working with at least one partner during labs it is expected that you each hand in your own, individual assignment that is your own original work.

Examples of plagiarism include, but are not limited, to:

1. Copying an assignment from someone else and submitting it as your own work.
2. Working with a friend and writing down identical answers, whether you understand the content or not, and submitting the assignments separately.
3. Quoting directly from a source without supplying quotation marks or a citation.
4. Quoting directly from a source without supplying quotation marks, even if it is referenced.
5. Submitting an assignment in which >30% of the content is properly quoted; that is, at least 70% of the words in an assignment need to be your own. A general rule of thumb: for every line quoted, there should be three lines of your own material explaining that quote.
6. Submitting the same or similar assignment for more than one class, or more than one iteration of the same class.

Penalties for plagiarism

For a first offense in any one of my classes, a zero on the assignment with no chance of rewriting it, and a note in your academic file.

For a second offense in any one of my classes, a zero in the class, and recommendation for a note on your transcript.

For a third offense in any one of my classes, a zero in the class and a recommendation for expulsion from the university.

Note that Ambrose has an appeals process in place if you feel that allegations of plagiarism are unfounded; these are for final marks only, and not for individual assignments.

Note that my record of a student's past plagiarism does not reset with each semester.

Ambrose University Academic Policies:

Communication

All students have received an Ambrose e-mail account upon registration. It is the student's responsibility to check this account regularly as the Ambrose email system will be the professor's instrument for notifying students of important matters (cancelled class sessions, extensions, requested appointments, etc.) between class sessions. If students do not wish to use their Ambrose accounts, they will need to forward all messages from the Ambrose account to another personal account.

Registration

During the **Registration Revision Period** students may enter a course without permission, change the designation of any class from credit to audit and /or voluntary withdraw from a course without financial or academic penalty or record. Courses should be added or dropped on the student portal by the deadline date; please consult the List of Important Dates. After that date, the original status remains and the student is responsible for related fees.

Students intending to withdraw from a course after the Registration Revision Period must apply to the Office of the Registrar by submitting a "Request to Withdraw from a Course" form or by sending an email to the Registrar's Office by the **Withdrawal Deadline**; please consult the List of Important Dates on the my.ambrose.edu website. Students will not receive a tuition refund for courses from which they withdraw after the Registration Revision period. A grade of "W" will appear on their transcript.

Students wishing to withdraw from a course, but who fail to do so by the applicable date, will receive the grade earned in accordance with the course syllabus. A student obliged to withdraw from a course after the Withdrawal Deadline because of health or other reasons may apply to the Registrar for special consideration.

Exam Scheduling

Students, who find a conflict in their exam schedule must submit a Revised Examination Request form to the Registrar's Office by the deadline date; please consult the List of Important Dates. Requests will be considered for the following reasons only: 1) the scheduled final examination slot conflicts with another exam; 2) the student has three final exams within three consecutive exam time blocks; 3) the scheduled final exam slot conflicts with an exam at another institution; 4) extenuating circumstances. Travel is not considered a valid excuse for re-scheduling or missing a final exam.

Electronic Etiquette

Students are expected to treat their instructor, guest speakers, and fellow students with respect. It is disruptive to the learning goals of a course or seminar and disrespectful to fellow students and the instructor to use electronics for purposes unrelated to the course during a class session. Turn off all cell phones and other electronic devices during class. Laptops should be used for class-related purposes only. Do not use iPods, MP3 players, or headphones. Do not text, read, or send personal emails, go on Facebook or other social networks, search the internet, or play computer games during class. Some professors will not allow the use of any electronic devices in class. The professor has the right to disallow the student to use a

laptop in future lectures and/or to ask a student to withdraw from the session if s/he does not comply with this policy. Repeat offenders will be directed to the Dean. If you are expecting communication due to an emergency, please speak with the professor before the class begins.

Academic Policies

It is the responsibility of all students to become familiar with and adhere to academic policies as stated in the Academic Calendar. Personal information (information about an individual that may be used to identify that individual) may be required as part of taking this class. Any information collected will only be used and disclosed for the purpose for which the collection was intended. For further information contact the Privacy Compliance Officer at privacy@ambrose.edu.

Extensions

Although extensions to coursework in the semester are at the discretion of the instructor, students may not turn in coursework for evaluation after the last day of the scheduled final examination period unless they have received permission for a course Extension from the Registrar's Office. Requests for course extensions or alternative examination time must be submitted to the Registrar's Office by the deadline date; please consult the List of Important Dates. Course extensions are only granted for serious issues that arise "due to circumstances beyond the student's control."

Appeal of Grade

An appeal for change of grade on any course work must be made to the course instructor within one week of receiving notification of the grade. An appeal for change of final grade must be submitted to the Registrar's Office in writing and providing the basis for appeal within 30 days of receiving notification of the final grade, providing the basis for appeal. A review fee of \$50.00 must accompany the appeal. If the appeal is sustained, the fee will be refunded.

Academic Integrity

We are committed to fostering personal integrity and will not overlook breaches of integrity such as plagiarism and cheating. Academic dishonesty is taken seriously at Ambrose University as it undermines our academic standards and affects the integrity of each member of our learning community. Any attempt to obtain credit for academic work through fraudulent, deceptive, or dishonest means is academic dishonesty. Plagiarism involves presenting someone else's ideas, words, or work as one's own. Plagiarism is fraud and theft, but plagiarism can also occur by accident when a student fails or forgets to acknowledge to another person's ideas or words. Plagiarism and cheating can result in a failing grade for an assignment, for the course, or immediate dismissal from the university. Students are expected to be familiar with the policies in the current Academic Calendar that deal with plagiarism, cheating, and the penalties and procedures for dealing with these matters. All cases of academic dishonesty are reported to the Academic Dean and become part of the student's permanent record.

Note: Students are strongly advised to retain this syllabus for their records.