

Biology 287: Essentials of Human Anatomy, 4 credits

Syllabus and Schedule

Spring 2021

Lecture: On Line

Labs (Synchronous online Zoom): 01L1M 8:00-10:50 am

01L2: T 8:00-10:50 am

Instructor: Nancy Shefferly, M.S.

Email: nsheffer@uwsp.edu

Office: 145 CBB

Office hours: Monday-Friday 11-12 via zoom, and by appointment.

Course Description

Examine human anatomy using models, diagrams, and digital media. Provides a foundational introduction to human structure and function. Recommended for students interested in physical education, nursing, health promotion and wellness, or for students planning to take BIOL 387 who have minimal background knowledge in human anatomy. This course does not fulfill the Biology major requirement. (Prereq.: BIOL 101, BIOL 110/111, or BIOL 160 or permission of instructor.)

Course Learning Outcomes

Students completing this course will attain varying levels of proficiency in their ability to:

1. Identify anatomical structures of the human body.
2. Describe anatomical structures in discipline specific terms, and relate their forms to their functions.
3. Deduce functions and predict effects of injury based on general anatomical principles.

Evaluation/Course Requirements

Your grade in this course will be based on the following:

1. **Exams.** Exams will test both conceptual (verbal) questions from the lecture videos and reading, as well as identification of structures and their functions from the lab. Questions will be a combination of multiple choice and short answer. Exams I-III, each of which will cover 1/3 of the course, will be worth 100 points. There will also be a comprehensive final exam that will be worth 125 points. Each exam will be timed, for completion in two hours. Exams will be provided through Canvas, using the Honorlock Browser guard. Consult the course schedules for the exact dates of each exam. Students are expected to complete the exam within the dates and times set aside for the exam.
2. **Participation.** Keeping up with course material is essential to your success in this course. This course will run as a “flipped” classroom. The expectation is that you will “attend class” by watching the videos provided in each lesson module of the course **prior to your lab meeting time**, so that you will have familiarity with topics covered and be able to fully participate in the lab. Accessing the lecture videos through the Canvas Browser provides a time stamp on the video hosting platform that is linked directly to your user information. Students verifiably completing the videos **before the indicated completion date** and time will receive 1 point for each video completed. No points will be given for late completion of

videos. In order to provide flexibility, so that missing some videos will not harm your score, only 60 points will count toward your score in this class.

- Lab Exercises:** Lab for this course will occur via synchronous zoom meetings. Each week students will work in breakout groups to complete problems and exercises designed to improve understanding of anatomy, and the association between form and function within the human body. 2 points of each 6-point lab will be awarded for attendance and directed work during the lab period. Answers to lab exercises will be collected in Canvas, and will be due prior to the beginning of the next week. **You are expected to phrase your answers to problems and questions in your own words.** Overlap of greater than 25% (as indicated by Turn it in) may be grounds for charges of academic misconduct. Your lowest weekly score will be dropped. The total available from lab worksheets is 66 points.
- Quizzes:** There will be 6 quizzes, worth 15 points each. These are intended to incentivize frequent studying, and to prepare you for exams. The structure of these quizzes will be similar to the structure of exams, although Honorlock will not be used. They will be open-book/open note exams, but consultation of websites during the exam is prohibited. All short-answer and essay questions must be answered in the student's own words. Plagiarism, copying from other sources, or evidence of collaboration on quiz answers may be grounds for charges of academic misconduct. Quizzes will be timed to provide an average of 1 minute per multiple choice question, and 2 minutes per short answer. (You will be allowed to drop your lowest lab quiz.)
- Exam Improvement Bonus:** The key to improving performance is to recognize your errors early and make changes to your studying behavior. Doing the same thing over and over rarely leads to a different result. I wish to reward students who make a positive change. If you score Better on Exam I than on Exam II; and if you score better on Exam III than on Exam II, I will give you 2 bonus points. If you score MORE THAN 5% higher, I will give you bonus points equaling the $\frac{1}{2}$ the amount of your improvement. (So if you score 62% on Exam I and 80% on exam II, you will get 2 points for scoring higher, then an additional 9 points for the 18% improvement.)
- Extra Credit:** There will be three extra credit assignments, each worth up to 15 points. They will be due the week of exams, and will be structured to help you prepare for the exam. It is strongly recommended that you complete these, as the points earned provide you with flexibility, should your performance on the exam be less than you may have hoped.

Grading Breakdown

Exams	3 @ 100 points 1@125 points	425 points
Participation (CLO 1-3)	1 pt/video up to 60 points	60 points
Lab Exercises (CLO 1-3)	Best 11 of 12 @ 6 points	66 points
Quizzes (CLO 1-3)	Best 5 of 6@15 points	75 points
Total		626 points

Required Course Materials

Human Anatomy by Marieb, Wilhelm, and Mallat, 8th Ed. This book is available through text rental.

A Visual Analogy Guide to Human Anatomy by Krieger, 4th Ed. This book must be new, and is available for purchase at the UWSP bookstore.

Optional texts:

A Photographic Atlas for Anatomy & Physiology by Hebert, Heisler, Krabbenhoft, Malakhova, and Chinn, 1st Ed

Suggested Supplies:

A good set of colored pencils.

Technology Guidelines

Because this is largely an on-line course, it is important that you have the appropriate tools to access course content. Your phone is not an adequate interface for most lecture videos. You will need a computer outfitted with Chrome (version 80 or higher) or Firefox. Other internet browsers can be extremely glitchy and do not play well with Canvas. If you cannot see an image on a quiz or exam because you are using the wrong browser (e.g. Safari, Edge, or another browser), you will simply miss points.

Because some aspects of this course are synchronous (we have meetings on line that you must attend at specified times), you must have a stable internet connection that meets the following specifications:

800kbps/1.0Mbps (up/down) for high quality video.

For gallery view and/or 720p HD video: 1.5Mbps/1.5Mbps (up/down)

Receiving 1080p HD video requires 2.5mbps (up/down)

Check with your internet provider to verify that you have this capacity.

There are additional requirements that will be used during testing. Please consult the Honor Lock Student Information Module to make sure that you are prepared for testing. You will need the Honor Lock extension for Chrome.

If you need to access computers on campus, please consult this listing of availability:

<https://www.uwsp.edu/infotech/Pages/ComputerLabs/All-Labs.aspx>

Inclusivity Statement

It is my intent to structure this course to serve students from diverse backgrounds and perspectives, and to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups.

If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it using this [link](#). You may also contact the Dean of Students office directly at dos@uwsp.edu.

Grading Scale

A = 93-100%	B+ = 87.0-89.9%	C+ = 77.0-79.9%	D+ = 67.0-69%
A- = 90.0-92.9%	B = 83.0-86.9%	C = 73.0-76.9%	D = 60.0-66.9%
	B- = 80.0-82.9%	C- = 70.0-72.9%	F = <60%

Communicating with your Instructor



Email is the quickest way to reach me at: nsheffer@uwsp.edu



Zoom conferences also available by request. My office hours are M-F 11-12 pm.

Communicate Clearly

Remember some faculty receive as many as 100 emails per day. Yours should be clear, concise, and professional so that I can respond to your issues effectively. Include the course number and the general nature of your concern in the subject line of your email. Also include the entire thread of an ongoing email conversation so that I can recall the history of your issue without searching for other emails you have sent. Sign off with your first and last name.

Attendance

Attending class is likely to be the single most important factor in determining your performance and grade in the course, so plan to complete all lectures and labs. Completion of module videos will count as participation points toward your grade. The relationship between attendance and achievement in education has been extensively documented in peer-reviewed research.

Please refer to the “Absences due to Military Service” and “Religious Beliefs Accommodation” below. Additional guidelines:

If you decide to drop a class, please do so using AccessPoint or visit the Enrollment Services Center. Changes in class enrollment will impact your tuition and fee balance, financial aid award, and veterans educational benefit.

During the first eight days of the regular 16-week term, I will take attendance. Attendance will be determined by completion of module videos and labs. If you are not engaging with course material regularly, you will be marked as not attending, and you may be dropped from the class. You are responsible for dropping any of your enrolled classes.

- If you must be absent during the term, tell me prior to the class you will miss. If you cannot reach your instructor in an emergency, contact the Dean of Students Office at 715-346-2611 or DOS@uwsp.edu.
- If you are dropped from a class due to non-attendance, you may only be reinstated to the class section using the class add process. Reinstatement to the same section or course is not guaranteed. Your instructors will explain their specific attendance policies to be followed at the beginning of each course.
- If you take part in an off-campus trip by an authorized university group such as an athletic team, musical or dramatic organization, or a class, make appropriate arrangements in advance with the instructor of each class you will miss. If you are absent from classes because of emergencies, off-campus trips, illness, or the like, your instructors will give you a reasonable amount of help in making up the work you have missed. However, you MUST inform your instructor of your situation.
- If you enroll in a course and cannot begin attending until after classes have already started, you must first get permission from the department offering the course. Otherwise, you may be required to drop the course.
- If you do not make satisfactory arrangements with your instructors regarding excessive absences, you may be dismissed. If you are dismissed from a class, you will receive an F in that course. If you are dismissed from the University, you will receive an F in all enrolled courses.

Late Work

All graded assignments have specific due dates. For lab work, there always a grace period after the due date during which assignments will be accepted. Because the “trickling in” of assignments affects grading consistency and efficiency, students are encouraged to submit materials by the due date. Late penalties will not be enforced unless students have more than 3 late assignments. If more than three assignments have been submitted late, additional late assignments will receive an automatic 20% deduction from the base score.

Exams, Quizzes, and Participation do not have a grace period, and must be completed by the due date, unless arrangements are made in advance.

Because of the ongoing pandemic, students may find themselves ill and unable to submit work by the indicated deadlines. Please inform the instructor if you require extensions. In general, illness is a reason to ask for an extension. Quarantine is not.

Absences due to Military Service

As stated in the UWSP Catalog, you will not be penalized for class absence due to unavoidable or legitimate required military obligations, or medical appointments at a VA facility, [not to exceed two \(2\) weeks](#) unless special permission is granted by the instructor. You are responsible for notifying faculty members of such circumstances as far in advance as possible and for providing documentation to the Office of the Dean of Students to verify the reason for the absence. The faculty member is responsible to provide reasonable accommodations or opportunities to make up exams or other course assignments that have an impact on the course grade. For absences due to being deployed for active duty, please refer to the [Military Call-Up Instructions for Students](#).

Religious Beliefs Accommodation

It is UW System policy ([UWS 22](#)) to reasonably accommodate your sincerely held religious beliefs with respect to all examinations and other academic requirements.

You will be permitted to make up an exam or other academic requirement at another time or by an alternative method, without any prejudicial effect, if:

- There is a scheduling conflict between your sincerely held religious beliefs and taking the exam or meeting the academic requirements; and
- You have notified your instructor within the first three weeks of the beginning of classes (first week of summer or interim courses) of the specific days or dates that you will request relief from an examination or academic requirement.
- Your instructor will accept the sincerity of your religious beliefs at face value and keep your request confidential.
- Your instructor will schedule a make-up exam or requirement before or after the regularly scheduled exam or requirement.
- You may file any complaints regarding compliance with this policy in the Equity and Affirmative Action Office.

Equal Access for Students with Disabilities

UW-Stevens Point will modify academic program requirements as necessary to ensure that they do not discriminate against qualified applicants or students with disabilities. The modifications should not affect the substance of educational programs or compromise academic standards; nor should they intrude upon academic freedom. Examinations or other procedures used for evaluating students' academic achievements may be adapted. The results of such evaluation must demonstrate the student's achievement in the academic activity, rather than describe his/her disability.

If modifications are required due to a disability, please inform the instructor and contact the [Disability and Assistive Technology Center](#) to complete an Accommodations Request form. Phone: 346-3365 or Room 609 Albertson Hall.

Help Resources

Tutoring	Advising	Safety and General Support	Health
Tutoring and Learning Center helps with Study Skills, Writing, Technology, Math, & Science. 018 Albertson Hall, ext 3568	Academic and Career Advising Center, 320 Albertson Hall, ext 3226	Dean of Students Office, 212 Old Main, ext. 2611	Counseling Center, Delzell Hall, ext. 3553. Health Care, Delzell Hall, ext. 4646

UWSP Service Desk

The Office of Information Technology (IT) provides a Service Desk to assist students with connecting to the Campus Network, virus and spyware removal, file recovery, equipment loan, and computer repair. You can contact the Service Desk via email at techhelp@uwsp.edu or at (715) 346-4357 (HELP) or visit this [link for more information](#).

Care Team

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which individually, I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by reporting [here](#).

Academic Honesty

Academic Integrity is an expectation of each UW-Stevens Point student. Campus community members are responsible for fostering and upholding an environment in which student learning is fair, just, and honest. Through your studies as a student, it is essential to exhibit the highest level of personal honesty and respect for the intellectual property of others. Academic misconduct is unacceptable. It compromises and disrespects the integrity of our university and those who study here. To maintain academic integrity, a student must only claim work which is the authentic work solely of their own, providing correct citations and credit to others as needed. Cheating, fabrication, plagiarism, unauthorized collaboration, and/or helping others commit these acts are examples of academic misconduct, which can result in disciplinary action. Failure to understand what constitutes academic misconduct does not exempt responsibility from engaging in it.

UWSP 14.03 Academic misconduct subject to disciplinary action.

- (1) Academic misconduct is an act in which a student:
 - a. Seeks to claim credit for the work or efforts of another without authorization or citation;
 - b. Uses unauthorized materials or fabricated data in any academic exercise;
 - c. Forges or falsifies academic documents or records;
 - d. Intentionally impedes or damages the academic work of others;
 - e. Engages in conduct aimed at making false representation of a student's academic performance; or
 - f. Assists other students in any of these acts.

- (2) Examples of academic misconduct include, but are not limited to:
 - a. Cheating on an examination
 - b. Collaborating with others in work to be presented, contrary to the stated rules of the course
 - c. Submitting a paper or assignment as one's own work when a part or all of the paper or assignment is the work of another
 - d. Submitting a paper or assignment that contains ideas or research of others without appropriately identifying the sources of those ideas
 - e. Stealing examinations or course materials
 - f. Submitting, if contrary to the rules of a course, work previously presented in another course
 - g. Tampering with the laboratory experiment or computer program of another student
 - h. Knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination

or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

Students suspected of academic misconduct will be asked to meet with the instructor to discuss the concerns. If academic misconduct is evident, procedures for determining disciplinary sanctions will be followed as outlined in the [University System Administrative Code, Chapter 14](#).

Other Campus Policies

FERPA

The [Family Educational Rights and Privacy Act](#) (FERPA) provides students with a right to protect, review, and correct their student records. Staff of the university with a clear *educational need to know* may also have to access to certain student records. Exceptions to the law include parental notification in cases of alcohol or drug use, and in case of a health or safety concern. FERPA also permits a school to disclose personally identifiable information from a student's education records, without consent, to another school in which the student seeks or intends to enroll.

Title IX

UW-Stevens Point is committed to fostering a safe, productive learning environment. Title IX and institutional policy prohibit discrimination on the basis of sex, which includes harassment, domestic and dating violence, sexual assault, and stalking. In the event that you choose to disclose information about having survived sexual violence, including harassment, rape, sexual assault, dating violence, domestic violence, or stalking, and specify that this violence occurred while a student at UWSP, federal and state laws mandate that I, as your instructor, notify the Title IX Coordinator/Office of the Dean of Students.

Please see the information on the [Dean of Students webpage](#) for information on making confidential reports of misconduct or interpersonal violence, as well as campus and community resources available to students. For more information see the [Title IX page](#).

Clery Act

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our [Annual Security Report](#). Another requirement of the Clery Act, is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our [Jeanne Clery Act](#) page.

Drug Free Schools and Communities Act

The Drug Free Schools and Communities Act (DFSCA) requires institutions of higher education to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs. The DFSCA also requires the establishment of a drug and alcohol prevention program. The Center for Prevention lists information about alcohol and drugs, their effects, and the legal consequences if found in possession of these substances. [Center for Prevention – DFSCA](#)

Copyright infringement

This is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act. Each year students violate these laws and campus policies, putting themselves at risk of federal prosecution. For more information about what to expect if you are caught, or to take preventive measures to keep your computing device clean, visit our [copyright page](#).

Schedule

Week	Date	Canvas Assignment	Reading
Week 1	Jan 25, 26 Jan 24 Wed Jan 27 Fri Jan 29	Lab. Meet and Greet, Orientation Lecture: Module 0. Getting Started Module 1. Human Body: An Orientation Module 2. Tissues	Syllabus Marieb Chapter 1 Marieb Chapter 4
Week 2	Feb 1, 2 Feb 3 Feb 5	Lab 1. Tissues. Integumentary System Lecture: Module 3. Integumentary System Module 4. Bones and Skeletal Tissue	(Krieger Chapter 3) (Krieger Chapter 4) Marieb Chapter 5 Marieb Chapter 6
Week 3	Feb 8, 9 Wed Feb 10 Fri Feb 12	Lab 2. Skeletal System QUIZ 1 Lecture: Module 5. Axial Skeleton Module 6. Axial and Appendicular Skeleton	Krieger Chapter 5 Marieb Chapters 7 Marieb Chapters 7 and 8
Week 4	Feb 15, 16 Wed Feb 17 Fri Feb 19	Lab 3. Skeletal System Lecture: Module 7. Appendicular Skeleton Module 8. Joints	Krieger Chapter 5 Marieb Chapter 8 Marieb Chapter 9
Week 5	Feb 22, 23 Fri Feb 26 Fri Feb 26	Lab 4. Joints QUIZ 2 Extra Credit I Exam I	Krieger Chapter 6
Week 6	Mar 1, 2 Wed Mar 3 Fri Mar 5	Lab—Go over exam Lecture: Module 9. Skeletal Muscle Tissue Module 10. Muscles of the Body	Marieb Chapter 10 Marieb Chapter 11
Week 7	Mar 8, 9 Wed Mar 10 Fri Mar 12	Lab 5. Muscular System Lecture: Module 11. Muscles of the body Module 12. Nervous system and nerve tissue	Krieger Chapter 7 Marieb Chapter 11 Marieb Chapter 12
Week 8	Mar 15, 16 Wed Mar 17 Fri Mar 19	Lab 6. Muscular System QUIZ 3 Lecture Module 13. CNS Module 14 PNS	Krieger Chapter 7 Marieb Chapter 13 Marieb Chapter 14
		SPRING BREAK	
Week 9	Mar 29, 30 Wed Mar 31 Fri Apr 2	Lab 7. Nervous System Lecture Module 15. Autonomic Nervous System and Visceral Sensory Neurons Module 16. Special Senses Overview	Krieger Chapter 8 Marieb Chapter 15 Marieb Chapter 16

Week 10	Apr 5, 6 Fri Apr 9 Fri Apr 9	Lab 8. Special Senses (Chapter 10) QUIZ 4 Extra Credit 2 Exam II	Krieger Chapter 10
Week 11	Apr 12, 13 Wed Apr 14 Fri Apr 16	Lab- Go over Exam Lecture: Module 17. The Heart Module 18. Blood vessels	Marieb Chapter 19 Marieb Chapter 20
Week 12	Apr 19, 20 Wed Apr 21 Fri Apr 23	Lab 9. Cardiovascular system Lecture: Module 19. The Lymphatic System Module 20. The Respiratory System	Krieger Chapter 12 Marieb Chapter 21 Marieb Chapter 22
Week 13	Apr 26, 27 Wed Apr 28 Fri Apr 30	Lab 10. Respiratory and Digestive systems QUIZ 5 Lecture: Module 21. The Digestive system Module 22. The Urinary System	Krieger Chapter 17, 15 Marieb Chapter 23 Marieb Chapter 24
Week 14	May 3 Wed May 5 Fri May 7	Lab 11. Urinary system Lecture: Module 23. The Reproductive System Module 24. The Endocrine System	Krieger Chapter 16 Marieb Chapter 25 Marieb Chapter 17
Week 15	May 10, 11 Fri May 14 Fri May 14	Lab 12. Reproductive system QUIZ 6 Extra Credit 3 Exam III	Krieger Chapter 17
	Wed May 19 5-7 pm	Final Exam	