

### Course Syllabus

COURSE: VNSG 1420-205 Anatomy and Physiology for Health Care provider (2:2:0)  
SEMESTER: Spring 2015  
CLASS TIMES: Tuesday and Thursday 9:00 to 12:00  
INSTRUCTOR: Terry Hale BS, LP  
OFFICE: Reese Center, Building 5, Room 517E  
OFFICE HOURS: Arranged  
OFFICE PHONE: 806-716-4627  
E-MAIL: [thale@southplainscollege.edu](mailto:thale@southplainscollege.edu)

*"South Plains College improves each student's life."*

## GENERAL COURSE INFORMATION

### COURSE DESCRIPTION

This course is a basic study of the structure and function of the human body. In addition to body structures and functions, the student will gain a basic knowledge of the principles necessary to assess emergency situations and to render appropriate interventions.

### STUDENT LEARNING OUTCOMES:

Students will be able to:
1. Identify the basic organizational structures of the human body, including body planes, general organization, and terms of reference. F-1, F-2, F-5, F-6, F-10, F-11, F-12, F-13, C-5, C-6, C-7
2. Analyze the basic structure of cells and relate cellular components to integrate to cell function. F-1, F-5, F-7, F-8, F-9, F-12, C-5, C-6, C-7
3. Analyze the types of tissue that make up organs and the characteristics of each. F-1, F-5, F-7, F-8, F-9, F-12, C-5, C-6, C-7
4. Analyze the different body systems for composition and function. F-1, F-5, F-7, F-8, F-9, F-12, C-5, C-6, C-7
5. Discuss abnormalities, anomalies, and diseases of the different body systems. F-1, F-5, F-6, F-7, F-8, F-9, F-12, C-5, C-6, C-7,

### COURSE OBJECTIVES

#### The Cognitive Domain Objectives:

- Name and describe anatomical body planes
- Describe and name all part of the human cell and related cellular components
- Identify the different types of the human skeletal and muscle tissue
- Identify and name parts of the circulatory, lymphatic, immune, respiratory, nervous, gastrointestinal systems
- Identify and names parts of the human urinary, reproductive, endocrine, and integumentary systems
- Describe and discuss the human body fluid balance.
- Describe and identify human genetics and special sensory systems

## ACADEMIC INTEGRITY

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

**Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

## SCANS and FOUNDATION SKILLS

Refer also to Course Objectives. SCANS and Foundation Skills attached.

---

## SPECIFIC COURSE INFORMATION

### TEXT AND MATERIALS

**Structure and Function of the Body. 12th or 13th Edition, Thibodeau.**

### ADDITIONAL CLASSROOM ITEMS

Students should come to class prepared with pens, pencils, and a spiral notebook for taking notes or completed quizzes or assignments in class. Students should be prepared to take notes over lecture material if they choose.

### ATTENDANCE POLICY (\*READ CAREFULLY)

“Punctual and regular class attendance is required of all students attending South Plains College. There are no excused absences. Students are responsible for all class work covered during absences from class, even in cases in which they are able to satisfy the instructor that the absence was unavoidable.” (*South Plains College Student Guide, 2011-2012, pp.20*)

“Whenever absences become excessive and, in the instructor’s opinion, minimum course objectives cannot be met due to absences, the student should be withdrawn from the course.” (*South Plains College General Catalog, 2011-2012, pp.20*)

**Due to the importance of the emergency medical information being taught, the instructor of this course defines excessive absences as missing the 3rd class day (or having equivalent tardies) in a course section. A student who meets this criteria will be administratively dropped from the course by the instructor.**

- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has started.
- Two tardies will be considered missing one class day and counted as such.
- Work schedule is not an excuse for missing class.

### ASSIGNMENT POLICY

All assignments must be completed by the assigned due date. Late and/or incomplete work will not be accepted and a grade of zero will be recorded. Assignments, quizzes, exams, and skills that are missed due to an unexcused absence may not be made up. See the instructor for more specific information.

### COMPUTER USAGE

As computer technology in the field of emergency medical services continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College Reese campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their user name and password.

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USER NAME AND PASSWORD.**

### COMPUTER LAB USAGE

The computer lab(s) on campus may be used by students during scheduled open hours or as assigned by an instructor. Lack of computer lab paper is not an excuse for not having homework assignments or any other required documents. Students should come prepared for class.

### BLACKBOARD:

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course throughout the semester.

### EXAMS

Examinations will be a combination of matching and multiple choice. If a student does not return to class after an examination, an absence will be recorded. Please note that the final examination is comprehensive.

**GRADING POLICY** - Grades in this course will be determined using the following criteria:

#### Final semester grades will be based on the following:

Weekly Quiz	20%
Participation	20%
Midterm Exam	30%
Final Exam	30%

Grading Scale: 90-100	A
80-89	B
75-79	C
70-74	D
69 or Below	F

### COMMUNICATION POLICY

- Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems. The instructor will not initiate communication using private email accounts. Students are encouraged to check SPC email on a regular basis each week of class. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for direction. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

### STUDENT CONDUCT

- Students in this class are expected to abide by the standards of student conduct as defined in the SPC Student Guide pages 10-15.

### SPECIAL REQUIREMENTS

- **Cell Phones** – Cell phones are to be turned OFF during scheduled class periods, unless prior approval has been given from the instructor. This includes text messaging. Cell phones are to be used outside the classroom only.

**COURSE OUTLINE****South Plains College  
Allied Health Division  
VNSG 1420-205****CLASS SCHEDULE: Subject to change by faculty.**

<b>Class</b>	<b>Date</b>	<b>Content Area</b>
Class 1	1/20	Introduction and Syllabus
Class 2	1/22	Chapter 1 & 2
Class 3	1/27	<b>Weekly Quiz 1</b>
Class 4	1/29	Chapter 3
Class 5	2/3	<b>Weekly Quiz 2</b>
Class 6	2/5	Chapter 4 & 5
Class 7	2/10	<b>Weekly Quiz 3</b>
Class 8	2/12	Chapter 6 & 7
Class 9	2/17	<b>Weekly Quiz 4</b>
Class 10	2/19	Chapter 8 & 9
Class 11	2/24	<b>Weekly Quiz 5</b>
Class 12	2/26	Chapter 10 & 11
Class 13	3/3	<b>Weekly Quiz 6</b>
Class 14	3/5	Chapter 12
Class 15	3/10	<b>Weekly Quiz 7</b>
Class 16	3/12	Mid-Term Exam (Chapters 1 thru 12)
Class 17	<b>3/24</b>	<b>Make up day if needed</b>
Class 18	3/26	Chapter 13
Class 19	3/31	<b>Weekly Quiz 8</b>
Class 20	4/2	Chapter 14 & 15
Class 21	4/7	<b>Weekly Quiz 9</b>
Class 22	4/9	Chapter 16 & 17
Class 23	4/14	<b>Weekly Quiz 10</b>
Class 24	4/16	Chapter 18
Class 25	4/21	<b>Weekly Quiz 11</b>
Class 26	4/23	Chapter 19
Class 27	4/28	<b>Weekly Quiz 12</b>
Class 28	4/30	Chapter 20 & 21
Class 29	5/5	<b>Weekly Quiz 13</b>
Class 30	5/7	Final Review
Class 31	5/12	<b>Final (Chapters 13 thru 21)</b>

**Schedule is subject to change as circumstances warrant****Important Dates:**

April 28th – Last day to Drop

March 16 – 20 – Spring Break

---

## ACCOMMODATIONS

### DIVERSITY STATEMENT

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

### DISABILITIES STATEMENT

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese Center (Building 8) [716-4606](tel:716-4606), or Levelland (Student Services Building) [716-2577](tel:716-2577).

---

## FOUNDATION SKILLS

### BASIC SKILLS—Reads, Writes, Performs Arithmetic and Mathematical Operations, Listens and Speaks

F-1 Reading—locates, understands, and interprets written information in prose and in documents such as manuals, graphs, and schedules.

F-2 Writing—communicates thoughts, ideas, information and messages in writing and creates documents such as letters, directions, manuals, reports, graphs, and flow charts.

F-3 Arithmetic—performs basic computations; uses basic numerical concepts such as whole numbers, etc.

F-4 Mathematics—approaches practical problems by choosing appropriately from a variety of mathematical techniques.

F-5 Listening—receives, attends to, interprets, and responds to verbal messages and other cues.

F-6 Speaking—organizes ideas and communicates orally.

### THINKING SKILLS—Thinks Creatively, Makes Decisions, Solves Problems, Visualizes and Knows How to Learn and Reason

F-7 Creative Thinking—generates new ideas.

F-8 Decision-Making—specifies goals and constraints, generates alternatives, considers risks, evaluates and chooses best alternative.

F-9 Problem Solving—recognizes problems, devises and implements plan of action.

F-10 Seeing Things in the Mind's Eye—organizes and processes symbols, pictures, graphs, objects, and other information.

F-11 Knowing How to Learn—uses efficient learning techniques to acquire and apply new knowledge and skills.

F-12 Reasoning—discovers a rule or principle underlying the relationship between two or more objects and applies it when solving a problem.

### PERSONAL QUALITIES—Displays Responsibility, Self-Esteem, Sociability, Self-Management, Integrity and Honesty

F-13 Responsibility—exerts a high level of effort and perseveres towards goal attainment.

F-14 Self-Esteem—believes in own self-worth and maintains a positive view of self.

F-15 Sociability—demonstrates understanding, friendliness, adaptability, empathy and politeness in group settings.

F-16 Self-Management—assesses self accurately, sets personal goals, monitors progress and exhibits self-control.

F-17 Integrity/Honesty—chooses ethical courses of action.

---

## SCANS COMPETENCIES

C-1 **TIME** - Selects goal - relevant activities, ranks them, allocates time, prepares and follows schedules.

C-2 **MONEY** - Uses or prepares budgets, makes forecasts, keeps records and makes adjustments to meet objectives.

C-3 **MATERIALS AND FACILITIES** - Acquires, stores, allocates, and uses materials or space efficiently.

C-4 **HUMAN RESOURCES** - Assesses skills and distributes work accordingly, evaluates performances and provides feedback.

### **INFORMATION - Acquires and Uses Information**

C-5 Acquires and evaluates information.

C-6 Organizes and maintains information.

C-7 Interprets and communicates information.

C-8 Uses computers to process information.

### **INTERPERSONAL—Works With Others**

C-9 Participates as a member of a team and contributes to group effort.

C-10 Teaches others new skills.

C-11 Serves Clients/Customers—works to satisfy customer's expectations.

C-12 Exercises Leadership—communicates ideas to justify position, persuades and convinces others, responsibly challenges existing procedures and policies.

C-13 Negotiates—works toward agreements involving exchanges of resources; resolves divergent interests.

C-14 Works With Diversity—works well with men and women from diverse backgrounds.

### **SYSTEMS—Understands Complex Interrelationships**

C-15 Understands Systems—knows how social, organizational, and technological systems work and operates effectively with them.

C-16 Monitors and Corrects Performance—distinguishes trends, predicts impacts on system operations, diagnoses systems performance and corrects malfunctions.

C-17 Improves or Designs Systems—suggests modifications to existing systems and develops new or alternative systems to improve performance.

### **TECHNOLOGY—Works with a Variety of Technologies**

C-18 Selects Technology—chooses procedures, tools, or equipment, including computers and related technologies.

C-19 Applies Technology to Task—understands overall intent and proper procedures for setup and operation of equipment.

C-20 Maintains and Troubleshoots Equipment—prevents, identifies, or solves problems with equipment, including computers and other technologies.



**I have read and fully understand the course syllabus for Basic Anatomy & Physiology (VNSG 1420.205). I agree to abide by the rules listed in this syllabus and understand I may contact my instructor for clarification of any grades or other information.**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date