

Faculty & Course Information

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Office: Science Bldg. 85

Office Hours: You are welcome to request an appointment outside the listed times with at least 48 hours' notice. I typically respond to emails by the next business day.

M/W: 9:30–11:15 AM

T/Th: 1 – 2:45 PM

Fridays: 11:00 AM–12:00 PM

Required Textbook: Human Anatomy & Physiology, 2nd ed., OpenStax. The online version of this textbook is available for free. A link for it can be found in your course on Blackboard. A print version of the textbook is also available for purchase.

Course description: Anatomy and Physiology I is the first part of a two-course sequence. It is a study of the structure and function of the human body including cells, tissues and organs of the following systems: integumentary, skeletal, muscular, nervous and special senses. Emphasis is on interrelationships among systems and regulation of physiological functions involved in maintaining homeostasis. The lab provides hands-on learning experience for exploration of human system components and basic physiology.

Learning Outcomes:

1. Use anatomical terminology to identify and describe locations of major organs of each system covered.
2. Explain interrelationships among molecular, cellular, tissue and organ functions in each system.
3. Describe the interdependency and interactions of the systems.
4. Explain contributions of organs and systems to the maintenance of homeostasis.
5. Identify causes and effects of homeostatic imbalances.
6. Describe modern technology and tools used to study anatomy and physiology.
7. Apply appropriate safety and ethical standards.
8. Locate and identify anatomical structures.
9. Appropriately utilize laboratory equipment, such as microscopes, dissection tools, general lab ware, physiology data acquisition systems and virtual simulations.
10. Work collaboratively to perform experiments.
11. Demonstrate the steps involved in the scientific method.
12. Communicate results of scientific investigations, analyze data and formulate conclusions.
13. Use critical thinking and scientific problem-solving skills, including, but not limited to, inferring, integrating, synthesizing and summarizing to make decisions, recommendations and predictions.

Essential questions we will ask together this semester:

1. How does the shape of a body part (from the smallest to the largest) cause it to function in a specific way?
2. What new functions can be seen once different anatomical structures begin working together?
3. How do different parts of the body sense their environment? How does it then respond?
4. How do different parts of the body obtain and use energy?
5. How do biologists describe the body to one another?
6. How are different biological structures similar? How are they different? How are different biological functions similar? How are they different?

How do I succeed in this class?

This class is flipped. That means that you will learn foundational content before class by watching assigned videos and completing the corresponding portions of the note-taking guide. During class, we will complete additional portions of the guide, clarify difficult concepts, complete hands-on activities, and apply what you have learned. I do not repeat the video lectures during class.

Plan for the course.

Expect to spend approximately

- 12 hours per week outside of class for a 16-week course
- 20 hours per week outside of class for an 8-week course
- 30 hours per week outside of class for a 5-week course.

Work on the course every day rather than cramming. At the beginning of each week, block out your non-negotiable commitments, then schedule specific study times and locations. Choose a low-distraction environment and study in smaller, regular sessions.

Before class.

- Watch all assigned videos. If you do not watch the videos before class, you have missed the lecture.
- Print the note-taking guide and complete the portions covered in the videos. Some portions are intentionally completed during class.
- Take detailed notes as you watch. Pause often and write down the details. If I take the time to talk about an idea, it's important.
- Mark anything you cannot complete in the note-taking guide or do not understand.
- Enter specific questions in the open-ended question at the end of each video. Areas of the note-taking guide that you couldn't complete or don't understand are excellent places to note. The more specific your question is, the better I can help.

During class.

- Bring your note-taking guide, including the sections you completed before class and any questions you identified.
- Ask questions as we discuss problem areas (from your questions) and complete the remaining portions of the guide and other activities.
- Your goal is to complete and understand your entire note-taking guide and all course activities.

After class.

1. Quiz Your Memory Repeatedly

Use active recall—not repeated rereading—to study. Effective strategies include doing the following:

- Completing blank versions of the note-taking guide by memory
- Using practical-exam flashcards to quiz your memory
- Working through online tutorials and games by memory
- Testing your memory with lecture-exam reviews
- Creating outlines, drawings, diagrams, or mind maps repeatedly by memory
- Practicing with hands-on models

Try to answer from memory first. If you forget something, look at your notes only briefly to jog your memory. Then close them and continue testing yourself. **Repeatedly rereading notes or slides is one of the least effective study strategies and typically results in poor exam performance.**

2. Use the Provided Learning Tools.

Learning aids are posted in the weekly folders and Course Resources:

- *Course videos*: Rewatch videos anytime *via* the course YouTube channel.
- *Primal Pictures*: Use this free, 3D, rotatable anatomy database through the SPC Library.
- *Online tutorials and games*: Use these activities to reinforce difficult topics.
- *Lecture exam reviews*: Exams cover only the topics listed on the reviews. Reviews match the note-taking guides.
- *Lab exam reviews*: Only listed structures will be tested.
- *Instructor-made flashcards*: Provided for the practical exam structures.
- *Hands-on models*: Check out models from the SPC Science Center desk or use models at the Lubbock Downtown Center outside of scheduled classes.

3. Ask for Help Early

Do not wait until you are far behind or an exam is approaching. Visit me during office hours for additional help and use SPC's free tutoring resources, as needed:

<https://www.southplainscollege.edu/exploreprograms/artsandsciences/teacheredtutoring.php>

4. Use SPC Support Resources

Life can impact learning, but SPC can help. The SPC Health & Wellness Center has several resources that can connect you with food assistance, help paying bills, medical care, mental health counseling and referrals, and other free or reduced cost programs. Visit this link to learn more:

<https://www.southplainscollege.edu/health/studenthealth.php>

If transportation is a problem, the SPC Express provides shuttle service between Lubbock and Levelland.

<https://spartanpublictransit.com/spc-express.php>

What are the assignments for this class?

Lecture Exams (65%): Five lecture exams assess your understanding of physiology concepts and anatomical “mental maps.” One due-date extension is allowed for a missed exam. Re-takes are not permitted. No lecture exam grades are dropped; however, an optional comprehensive final lecture exam may replace your lowest lecture exam score.

Lab (Practical) Exams (25%): Four lab practical exams assess your ability to identify anatomical structures. Exams are fill-in-the-blank or oral with no word bank; correct spelling or pronunciation is required for full credit. One due-date extension is allowed for a missed exam. Re-takes are not permitted. No lab practical grades are dropped; however, an optional comprehensive final lab exam may replace your lowest practical exam score.

Orientation to the Course Assignments (2%): Orientation assignments introduce the course structure, expectations, and learning tools. These include materials in the Start Here section and a required Chapter quiz and tutorial. Quizzes and tutorials for later sections are available in Course Resources but are optional. No due-date extensions are allowed; the lowest one orientation grade is dropped.

Videos (6%): Each chapter includes instructional videos with graded questions. Videos allow two attempts per question. No due-date extensions are allowed; the lowest two grades are dropped.

Attendance (2%): For full credit, show up on time, fully participate when present, and stay to the end of class. The lowest two attendance grades are dropped.

Do you curve grades or offer extra credit? Grades are not curved, and extra credit is not offered. Several easy assignments are due during the first days of the course in the Orientation section; these provide an early grade cushion, so do not miss them. All exam keys are reviewed for accuracy, and all fill-in-the-blank exam questions are hand-graded.

Grading Scale: A = 90–100% B = 80–89% C = 70–79% D = 60–69% F = <60%

What if I’m on the borderline? Because grades are dropped, cutoffs are strict. An 89.49 earns a B. An 89.50 earns an A.

What are the other policies for your course?

Engagement. Regular attendance is required. I may drop you from the course after you miss two days, resulting in a grade of “X,” not “W.” If you stop attending, it is your responsibility to immediately drop the course through the registrar; otherwise, you will be assigned the grade you earn at the end of the semester.

Missed Assignments & Exams: You may use one due-date extension without providing a reason or documentation for one lecture exam and one lab practical exam. All exams covered by these extensions must be completed on the Friday before final exams. **This is the only make-up date.**

After using the extension in a category:

- The second missed exam receives a zero. The corresponding comprehensive final may replace that zero: the lecture final replaces a lecture-exam zero, and the lab final replaces a lab-practical zero.
- A third or subsequent missed exam receives a zero that cannot be made up or replaced.

No other extensions are allowed, regardless of the reason, unless supported by official documentation through Disability Services or the college’s Title IX pregnancy and parenting process.

Videos, attendance, and orientation assignments do not receive extensions. Instead, the lowest designated grades in these categories are dropped. Missed work receives a zero and may count as a dropped grade.

In-Class Exam Protocol: Before an exam, place all bags, study materials, electronic devices, and other belongings where I direct. Nothing may be under, beside, or near your desk. Only materials I authorize may remain in the testing area. Cell phones must be turned off and stored in your bag in the designated location or placed on my bench. **Having a cell phone on your person during an exam results in an automatic zero—even if you do not use it or forgot it was there.**

Do not have notes, notecards, unauthorized materials, or study-related writing in your pockets, on your person, or on your body. During an exam, communicate only with me. **Talking or communicating with anyone else results in an automatic zero, regardless of the topic or intent.** If someone speaks to you, do not respond; raise your hand and notify me. You may always ask me for clarification about an exam question.

Academic Integrity: Cheating will not be tolerated. It includes, but is not limited to, copying or receiving unauthorized help; using or possessing unauthorized materials; collaborating during an exam without my permission; obtaining, sharing, buying, selling, stealing, or removing any part of an unadministered exam; taking an exam for another student or allowing someone to take one for you; bribing or asking someone for exam information.

Cheating results in a zero on the affected work and may lead to additional consequences under SPC Student Conduct guidelines, up to and including failure of the course. If you are unsure whether something is allowed, ask me first.

Institutional Policies. Disabilities, Non-Discrimination, Title IX Pregnancy & Parenting Accommodations, CARE (Campus Assessment, Response & Evaluation), Intellectual Exchange, Campus Concealed Carry, COVID-19, and AI policies can be found at: <https://www.southplainscollege.edu/syllabusstatements/>

Where and when do we meet?

Levelland Campus, Science Building, Room 181; Mondays & Wednesdays from 1 PM until 3:30 PM

Plan to meet class for the entire class period every day, except for any holidays noted below.

Important Dates

Aug 24	First day of class
Sep 7	Labor day holiday – All SPC campuses closed
Sep 8	Last day to drop without it showing on your transcript
Oct 16	Fall break – All SPC campuses closed
Nov 25 – 27	Thanksgiving holiday – All SPC campuses closed
Dec 3	Last day to drop with a “W” on your transcript
Dec 8	Final exams day #1
Dec 10	Final exams day #2

Biology 2401.004 Tentative Assignments Schedule Fall 2026

All assignments are due at 11:59 PM CST, except for in-class assignments. You are welcome to work ahead at any time!

Due Date	Week 1 assignments	Location or Special Instructions	Done?
M – Aug 24	Orientation Videos	Blackboard: Start Here folder	
	Am I Ready? Quiz	Blackboard: Start Here folder	
	Study Schedule	Blackboard: Start Here folder	
	Prior knowledge quiz	Blackboard: Start Here folder	
	Course messages and announcements quiz	Blackboard: Start Here folder	
	Student learning survey	Blackboard: Start Here folder	
T – Aug 25	Videos: Overview of A&P #1	Blackboard: Week 1 folder	
F – Aug 28	Overview of A&P online tutorial & quiz	Blackboard: Week 1 folder	
Due Date	Week 2 assignments	Special Instructions	Done?
Sun–Aug 30	Videos: Overview of A&P #2	---	
	Videos: Chemistry	---	
T – Sep 1	Videos: Cells #1	---	
Due Date	Week 3 assignments	Special Instructions	Done?
T – Sep 8	Videos: Cells #2	---	
Due Date	Week 4 assignments	Special Instructions	Done?
M – Sep 14	Lecture Exam: Overview of A&P, Chemistry & Cells	In class	
	Lab Practical Exam : Overview of A&P and Cells	In class	
T – Sep 15	Videos: Tissues #1	---	
Due Date	Week 5 assignments	Special Instructions	Done?
Sun– Sep 20	Videos: Tissues #2	---	
T – Sep 22	Videos: Integumentary System	---	
Due Date	Week 6 assignments	Special Instructions	Done?
Sun– Sep 27	Videos: Bone Structure & Function	---	
Due Date	Week 7 assignments	Special Instructions	Done?
M – Oct 5	Lecture Exam: Tissues, Skin & Bones	In class – plan for instruction after exam	
T – Oct 6	Videos: Skeletal System	---	

Due Date	Week 8 assignments	Special Instructions	Done?
T – Oct 13	Videos: Articulations	---	
Due Date	Week 9 assignments	Special Instructions	Done?
M – Oct 19	Oral lab practical: Skeletal System	Schedule online, take in-class	
W – Oct 21	Lecture Exam: Skeletal System & Articulations	In class – plan for instruction after exam	
Due Date	Week 10 assignments	Special Instructions	Done?
Sun – Oct 25	Videos: Neurophysiology #1	---	
T – Oct 27	Videos: Neurophysiology #2	---	
Due Date	Week 11 assignments	Special Instructions	Done?
Sun – Nov 1	Videos: Central Nervous System #1	---	
T – Nov 3	Videos: Central Nervous System #2	---	
Due Date	Week 12 assignments	Special Instructions	Done?
Sun – Nov 8	Videos: Peripheral Nervous System	---	
T – Nov 10	Videos: Autonomic Nervous System	---	
Due Date	Week 13 assignments	Special Instructions	Done?
M – Nov 16	Lecture Exam: Nervous System	In class	
	Lab Practical Exam: Nervous System	In class	
T – Nov 17	Videos: Muscle Tissue	---	
Due Date	Week 14 assignments	Special Instructions	Done?
Sun– Nov 22	Videos: Muscles	---	
Due Date	Week 15 assignments	Special Instructions	Done?
W – Dec 2	Oral lab practical: Muscles	Schedule online, take in-class	
Due Date	Week 16 assignments	Special Instructions	Done?
M – Dec 7	Lecture Exam: Muscle Tissue & Muscles	In class	
W – Dec 9	Optional final lecture exam: All Topics	SPECIAL TIME: 10:15 AM – 12:15 PM	
	Optional final lab exam: All Structures	SPECIAL TIME: 10:15 AM – 12:15 PM	

The instructor reserves the right to make changes to this schedule as necessary.