Welcome to Human Anatomy & Physiology II!

BIO 2060
Sections LD03 and LD06
Fall 2014

General Information
Instructor: Dr. Mark Hubley, Professor and Chair of Biological Sciences
Office: Chesapeake Hall 100H
Office phone: 301-322-0422
Dept. phone: 301-322-0420
E-mail: mhubley@pgcc.edu
Web sites: http://academic.pgcc.edu/~mhubley, http://academic.pgcc.edu/AandP

Office hours: Refer to my web site for up-to-date office hours.

Weekly Class Schedule
Lecture
LD03: MW 12:00-1:15, CH-115
LD06: TTH 9:30-10:45, CH-109

Laboratory
LD03: MW 2:00-3:20, CH-216
LD06: TTH 11:00-12:15, CH-216

Recitation
LD03: MW 1:30-2:00, CH-216
LD06: TTH 12:15-12:45, CH-216

Course Description
Continuation of Human Anatomy & Physiology sequence. Structure and function of circulatory, lymphatic/immune, respiratory, digestive, urinary, reproductive, and endocrine systems. Laboratory includes vertebrate dissection. Prerequisite: BIO 2050.

Successful completion of BIO 2050 is a prerequisite for BIO 2060! If you earned a grade of C or higher in 2050, then you should be ready for 2060. If you did not, then you should reconsider taking BIO 2060 at this time.

At Prince George’s Community College, for all credit courses, students are expected to spend a minimum of 37.5 combined hours of instructional time and related coursework time per credit hour. This course is a 4 credit course. This course achieves the minimum of 150 hours of total time by requiring 75 hours of instructional time and 75 hours of student work outside of instructional time.

Expected Course Outcomes
There are three primary learning outcomes associated with this class:

1. Identify relationships between structure and function that exist within the body systems studied in this course.

2. Advance the student’s ability to understand and examine mechanisms for maintaining homeostasis.

3. Advance the student’s ability to understand how anatomical structures fit into the hierarchy of anatomical organization (e.g., cellular level or organ level).
Textbook and Other Course Materials


Both books are available in the College Bookstore. These are the same books used for A&P I. If you already have an A&P text or lab manual, that will probably be OK. Just be aware that some of the content may differ. Check with me if this is the case.

Grading Policy
Your grade will be determined by your performance on the following assignments:

Four lecture exams 100 points each
Four laboratory exams 100 points each
Total points 800 points

Final letter grades will be assigned according to the following scale:
A 720 points or higher
B 640-719 points
C 560-639 points
D 480-559 points
F less than 480 points

I may give a quiz at any time during a lecture or lab without prior notice. Each question answered correctly on a quiz will be worth ½ point of extra credit. These quizzes are for extra credit, and I will not give any make up quizzes!

The first three lecture exams will be given in the Testing Center. The exact date of an exam will be announced as the time for the exam approaches. Refer to the last page of this syllabus for approximate exam dates. The fourth lecture exam will be given during finals week in our regular classroom. Make-up exams will not be given unless serious circumstances arise (e.g., hospitalization) and documentation is provided to me. If you do miss an exam, then contact me as soon as possible to discuss the possibility of a make-up exam.

The schedule for laboratory activities and exams will be distributed in the laboratory as a separate document. As with lecture exams, make-up exams will not be given unless serious circumstances arise (e.g., hospitalization) and documentation is provided to me. If you do miss an exam, then contact me as soon as possible to discuss the possibility of a make-up exam. If you know ahead of time that you will be unable to take an exam at its scheduled time, let me know and we will discuss alternative arrangements.

Attendance Policy
I expect students to attend all class meetings. I will keep a record of attendance in class.

Classroom Etiquette
I expect you to be on-time for all class meetings and to remain in class until I dismiss the class. If you must enter or exit the classroom while class is in session, then please do so discretely. Pagers and cell phones should be silenced during class!
**Disability Support Services**
Students requesting academic accommodations are required to contact the Disability Support Services Office (B-124) or call (301) 322-0122 to establish eligibility for services and accommodations. Students with documented disabilities should discuss the matter privately with their instructors at the beginning of the semester and provide a copy of their Student/Faculty Accommodation Form.

**Code of Conduct**
The Prince George's Community College Code of Conduct defines the rights and responsibilities of students and establishes a system of procedures for dealing with students charged with violations of the code and other rules and regulations of the college. A student enrolling in the college assumes an obligation to conduct himself/herself in a manner compatible with the college's function as an educational institution. Refer to the 2014-2015 Student Handbook, beginning on page 101, for a complete explanation of the code of conduct, including the Code of Academic Integrity and the procedure for dealing with disruptive student behavior.

**Code of Academic Integrity**
The college is an institution of higher learning that holds academic integrity as its highest principle. In the pursuit of knowledge, the college community expects that all students, faculty, and staff will share responsibility for adhering to the values of honesty and unquestionable integrity. To support a community committed to academic achievement and scholarship, the Code of Academic Integrity advances the principle of honest representation in the work that is produced by students seeking to engage fully in the learning process. The complete text of the Code of Academic Integrity is in the 2014-2015 Student Handbook (pages 103-105) and posted on the college's website.

**College Resources and Services**
**Student Assessment Services (Testing Center)**
Bladen Wing, Room 100 301-322-0090
http://academic.pgcc.edu/sas/index.html
Check the web site for hours, policies, and procedures.

**Tutoring Center**
Bladen Wing, Room 107 301-322-0748
http://www.pgcc.edu/prospective/academicResources/tutoringWriting.aspx
If you have the feeling that something is missing from your studies, the Tutoring Center can help you put the pieces of the puzzle together with free one-on-one or group tutoring.

**Library**
Accokeek Hall 301-322-0476
http://www-old.pgcc.edu/library/index.htm
The Learning Resources Division provides a range of library and media services. Refer to the web site for hours and more information about the services.

**Delayed College Openings**
When the college announces a delayed opening, all classes with at least 45 minutes of class time remaining at the time of opening will be held. For example, in the event of a 10:00 AM opening, a 9:30-10:45 AM class will be held. This procedure applies to all credit classes.

**Laboratory**
Information pertaining specifically to the laboratory will be distributed in the laboratory.
Lecture and Exam Schedule
Material covered in the lectures will generally follow the organization of your textbook. However, I will be adding some of my own material and skipping certain sections of the text. Pay attention to what I cover in class and the notes that I post on the Internet.

Here is a tentative schedule for Fall 2014. Actual dates may be adjusted during the semester. Chapter numbers from your text (McKinley, O’Loughlin, and Bidle, 2013) are given in parentheses.

| Week of 8/25 | Cardiovascular System: Blood (18) |
| Week of 9/1 | Cardiovascular System: Blood (18) |
| Week of 9/8 | Cardiovascular System: Heart (19) |
| Week of 9/15 | Cardiovascular System: Heart (19) |
| **Week of 9/22** | **Exam I: Chapters 18 and 19** |
| Week of 9/22 | Cardiovascular System: Vessels and Circulation (20) |
| Week of 9/29 | Cardiovascular System: Vessels and Circulation (20) |
| Week of 10/6 | Lymphatic System (21), Immune System and the Body’s Defense (22) |
| Week of 10/13 | Immune System and the Body’s Defense (22) |
| **Week of 10/20** | **Exam II: Chapters 20, 21, and 22** |
| Week of 10/20 | Respiratory System (23) |
| Week of 10/27 | Respiratory System (23) |
| Week of 11/3 | Digestive System (26) |
| **Week of 11/10** | **Exam III: Chapters 23 and 26** |
| Week of 11/10 | Urinary System (24) |
| Week of 11/17 | Urinary System (24) |
| Week of 11/24 | Reproductive System (28) |
| Week of 12/1 | Reproductive System (28) |
| **Week of 12/8** | **Exam IV: Chapters 24 and 28** |

Other Important Dates
- Labor Day holiday, *college closed*  
  Saturday 8/30 to Monday 9/1
- College Enrichment Day, *no classes*  
  Tuesday 10/28
- Last day to withdraw from class  
  Friday 11/14
- Thanksgiving holiday, *no classes*  
  Wednesday 11/26
- Thanksgiving holiday, *college closed*  
  Thursday 11/27 to Sunday 11/30
- Last day of regular classes  
  Sunday 12/7
- Final exam week  
  Monday 12/8 to Sunday 12/14