Name: Joann Giudici  
Department: Biology  
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Phone: (936)468-5195  
Office: S214A  
Office hours: by appointment only  
* All contact via e-mail should be professional in manner with proper punctuation and grammar. E-mails sent in an unacceptable format will not be answered.  
Class meeting time & place: Online

Lab Text: Optional/supplemental material  
Human Anatomy and Physiology II (Revised Printing), Sullivan/Childress, ISBN: 978-1-5249-8031-3  
A&P 2: https://he.kendallhunt.com/product/human-anatomy-and-physiology-ii - this link is a cheaper option for purchasing the lab manual. We will be using the virtual labs that are included with the purchase of your lecture text.

Course Description:  
One semester hour, eight hours lab per week. Introduction to the structure and function of the endocrine, cardiovascular, immune, respiratory, lymphatic, digestive, urinary, and reproductive systems. Not open to students who have received credit for BIO 327. Not open for credit for biology majors or minors. Required lab fee.

Number of Credit Hours:  
4 total: 3 from Lecture & 1 from Lab

Course Requirements:  
Students must enroll in both lecture (BIO239) and lab (BIO239L) and final grades will reflect both components. Lab includes quizzes, pre-labs, virtual labs and participation).

Grading Policy:  
Lab grades will be based on virtual labs, online quizzes and, participation. Overall anatomy and physiology grades will weight lecture as 65% and lab as 35%. Final grades will be assigned according to the following scale:

The following weights will be used to calculate the lab grade:  
Virtual Labs 60%  
Online lab Quiz Average 40%

To calculate your lab average, use the following formula:  
(Average of Labs x 0.60) + (Quiz Average x 0.40) = Lab Grade

Thus, I will follow the standard 10%-age point scale (90-100 % = ‘A’, 80-89 % = ‘B’, etc.).

To calculate your overall A&P grade, use the following formula: (A&P lecture grade x 0.65) + (A&P lab grade x 0.35)

Failing lab or lecture will result in an F for BOTH.

Making Up Assignments:  
You must have an excused absence to ask for an extension on any quizzes, labs, or assignments. Excused absences include death in the family, family emergency, sickness, or school related function. If you miss any course work, it is your responsibility to contact me before the next class meeting – failure to do so will result in a ZERO grade for that assignment.

- **Sickness** - If you are sick you must provide a doctor’s note consistent with the date of the class missed upon return. **If you do not contact me before the next class meeting, you will receive a ZERO for the exam grade.**

- **Family emergency or death** - If there is a family emergency or death in the family you will need to contact the Office of Student Rights and Responsibilities (room) 315 Rusk Building, (telephone) 936-468-2703 and request an absence notification be sent to your instructors. The Office of Student Rights and Responsibilities will notify all your instructors of your absence. A service memorial or other document may be requested by the instructor.

- **School function** - If you will be absent due to a school related function, you need to notify me at least 24 hours in advance and provide a signed note from the facility member in charge of the function.
Course Evaluations:
A course evaluation the week before the final is available on MySFA. Your participation in this survey allows me to ensure student’s lab experiences are optimal. Your opinion, both positive and negative, is highly valued.

Withdrawal Policy:
It is the student’s responsibility to withdraw from the course if necessary. The last day to withdraw from a course can be found on the Registrar’s Office website.

Students with Disabilities:
To obtain disability related accommodations, alternate formats, and/or auxiliary aids, students with disabilities must contact the Office of Disability Services (ODS), Human Services Building, room 325, telephone (936)468-3004, (936)468-1004 as early as possible in the semester. Once verified, ODS will notify the course instructor and outline the accommodations and/or auxiliary aids to be provided. Failure to request services in a timely manner may delay your accommodations.

Acceptable Student Behavior:
Classroom behavior should not interfere with the instructor’s ability to conduct the class or the ability of other students to learn from the instructional program (see the Student Conduct Code, policy D-34.1). Unacceptable or disruptive behavior will not be tolerated. Students who disrupt the learning environment may be asked to leave class and may be subject to judicial, academic or other penalties. This prohibition applies to all instructional forums, including electronic, classroom, labs, discussion groups, field trips, etc. The instructor shall have full discretion over what behavior is appropriate/inappropriate in the classroom. Students who do not attend class regularly or who perform poorly on class projects/exams may be referred to the Early Alert Program. This program provides students with recommendations for resources or other assistance that is available to help SFA students succeed.

Program Learning Outcomes: This is a general education core curriculum course and no specific program learning outcomes for this major are addressed in this course.

General Education Core Curriculum Objectives/Outcomes
CO1 - Critical Thinking Skills - including creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information  CO2 - Communication Skills - including effective development, interpretation and expression of ideas through written, oral and visual communication  CO3 - Empirical and Quantitative Skills - including the manipulation and analysis of numerical data or observable facts resulting in informed conclusions  CO4 - Teamwork - including the ability to consider different points of view and to work effectively with others to support a shared purpose or goal

Student Learning Outcomes:
SLO 1: Students will describe the structure, function, and location of the major components of integumentary, skeletal, muscular, and nervous body systems. (COs 1-4)  SLO 2: Students will explain how various body systems interact in order to maintain homeostasis. (COs 1, 2)  SLO 3: Students will use correct anatomical and physiological terminology. (CO 2)  SLO 4: Students will demonstrate proper use and care of a compound light microscope. (CO 3)  SLO 5: Students will collect qualitative and quantitative data, analyze results, and draw conclusions. (COs 1, 3)

Purpose of the Biology Laboratory:
The laboratory is an important part of the introductory biology experience. The lab is intended to add to and/or supplement the lecture portion of the course by providing you an opportunity to experience “hands-on” some of the theories and principles that are presented in lecture. The lab also helps students evolve from “memorizers” to “thinkers”. In the lab you must have the mindset of a biologist – you must have a clear question for which you are seeking an answer and you must use information gained from one area of science to interpret another. Development of critical thinking, data analysis, and sound laboratory techniques are core elements of the laboratory.

Academic Integrity (A-9.1):
Academic integrity is a responsibility of all university faculty and students. Faculty members promote academic integrity in multiple ways including instruction on the components of academic honesty, as well as abiding by university policy on penalties for cheating and plagiarism.

Education
Faculty members are responsible for providing information about academic integrity and education for maintaining academic honesty during their regular coursework. Course syllabi provide information about penalties and the appeal process.

Definition of Academic Dishonesty
Academic dishonesty includes both cheating and plagiarism. Cheating includes but is not limited to (1) using or attempting to use unauthorized materials to aid in achieving a better grade on a component of a class; (2) the falsification or invention of any information, including citations, on an assigned exercise; and/or (3) helping or attempting to help another in an act of cheating or
plagiarism. Plagiarism is presenting the words or ideas of another person as if they were your own. Examples of plagiarism are (1) submitting an assignment as if it were one's own work when, in fact, it is at least partly the work of another; (2) submitting a work that has been purchased or otherwise obtained from an Internet source or another source; and (3) incorporating the words or ideas of an author into one's paper without giving the author due credit.

Please read the complete policy at [http://www.sfasu.edu/policies/academic_integrity.asp](http://www.sfasu.edu/policies/academic_integrity.asp)

Any student suspected of academic dishonesty will be contacted by the instructor to schedule a virtual or face-to-face meeting. Claims of academic dishonesty will be discussed, and the student will have the opportunity to add any additional information concerning the claim. Penalties for academic dishonesty may include but are not limited to: resubmission of an assignment, resubmission of an assignment with deductions included, zero credit on an assignment, zero credit for a portion of the class, submission of academic dishonesty form to the Chair and/or Associate Dean of the Department and/or College, submission of conduct to the Early Alert Program. A student has the opportunity to appeal any decision made by the instructor to the Chair of the department.

**Withheld Grades Semester Grades Policy (A-54):**
Ordinarily, at the discretion of the instructor on record and with the approval of the academic chair/director, a grade of WH will be assigned only if the student cannot complete the course work because of unavoidable circumstances. Students must complete the work within one calendar year from the end of the semester in which they receive a WH, or the grade automatically becomes an F. If the students register for the same course in future terms the WH will automatically become an F and will be counted as a repeated course for the purpose of computing the grade point average.

The circumstances precipitating the request must have occurred after the last day in which a student could withdraw from a course. Students requesting a WH must be passing the course with a minimum projected grade of C.

**Course Calendar:** *Labs may need to be re-arranged. However, I will strive to keep the practical dates the same.*

### Tentative BIO 239 Summer II 2020 Schedule

<table>
<thead>
<tr>
<th>Date</th>
<th>Lecture</th>
<th>Lab</th>
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<tbody>
<tr>
<td>Tuesday, July 7</td>
<td>Endocrine System</td>
<td>Endocrine System (Lab)</td>
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<tr>
<td>Wednesday, July 8</td>
<td>Endocrine System</td>
<td>Endocrine System (Lab)</td>
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<tr>
<td>Thursday, July 9</td>
<td>Cardiovascular System: Blood (Lecture)</td>
<td>Blood (Lab)</td>
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<tr>
<td>Monday, July 13</td>
<td>Cardiovascular System: The Heart (Lecture)</td>
<td>Cardiovascular System: The Heart (Lab)</td>
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<tr>
<td>Tuesday, July 14</td>
<td>Cardiovascular System: The Heart (Lecture)</td>
<td>Cardiovascular System: The Heart (Lab)</td>
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<tr>
<td>Wednesday, July 15</td>
<td>Cardiovascular: Vessels and Circulation (Lec)</td>
<td>Cardiovascular System: Vessels and Circulation (Lab)</td>
</tr>
<tr>
<td>Thursday, July 16</td>
<td>Cardiovascular: Vessels and Circulation (Lec)</td>
<td>Cardiovascular System: Vessels and Circulation (Lab)</td>
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<tr>
<td>Monday, July 20</td>
<td>Immune System (Lecture)</td>
<td>Lymphatic System (Lab)</td>
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<tr>
<td>Tuesday, July 21</td>
<td>Immune System (Lecture)</td>
<td>Catch up Time</td>
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<tr>
<td>Wednesday, July 22</td>
<td>Respiratory System (Lec)</td>
<td>Respiratory System (Lab)</td>
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<tr>
<td>Thursday, July 23</td>
<td>Respiratory System (Lecture)</td>
<td>Respiratory System (Lab)</td>
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<tr>
<td>Monday, July 27</td>
<td>Digestive System (Lecture)</td>
<td>Digestive System (Lab)</td>
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<tr>
<td>Tuesday, July 28</td>
<td>Digestive System (Lecture)</td>
<td>Digestive System (Lab)</td>
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<tr>
<td>Wednesday, July 29</td>
<td>Urinary System (Lecture)</td>
<td>Urinary System (Lab)</td>
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<tr>
<td>Thursday, July 30</td>
<td>Urinary System (Lecture)</td>
<td>Urinary System (Lab)</td>
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<tr>
<td>Monday, August 3</td>
<td>Reproductive System (Lecture)</td>
<td>Urinary System (Lab)</td>
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<tr>
<td>Tuesday, Aug. 4</td>
<td>Reproductive System (Lecture)</td>
<td>Reproductive System (Lab)</td>
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<tr>
<td>Wednesday, Aug. 5</td>
<td>Heredity</td>
<td>Heredity</td>
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<tr>
<td>Thursday, Aug. 6</td>
<td>Catch up Day (All Lecture quizzes should be completed by this day)</td>
<td>Catch up Day (All Lab Material should be completed by this day)</td>
</tr>
<tr>
<td>Friday, Aug. 7</td>
<td>Comprehensive Final Exam</td>
<td>No Lab</td>
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