

**WEST LOS ANGELES COLLEGE
SCIENCE DIVISION**

- I. **ANATOMY 001:** Class Number – 15746 (Lec) 15756 (Lab)
MSA 212
- II. **PREPARED BY:** Leelai Abraha, M.Sc.
- III. **REVISED FOR:** Spring 2019
- IV. **PREREQUISITES:** BIOLOGY 3A or equivalent
Recommended courses: English 28 & Math 115
- V. **UNITS AND HOURS:** 4 UNITS
LECTURE: 9:35 AM TO 11:00 AM, T – Th
LABORATORY: 11:25 AM TO 12:50 PM, T – Th
- VI. **COURSE INSTRUCTOR:** Leelai Abraha, M.Sc.
- VII. **COURSE DESCRIPTION:** This course presents the structure of the human body by subdividing it into individual body systems. It is intended to meet the requirements for students entering Nursing, Dental Hygiene or Occupational Therapy; and for students majoring in Physical Education.
- VIII. **REQUIRED TEXT:** Several textbooks are suitable for use in this course. Here are a few options available (older editions will work just fine)

Option #1: *Human Anatomy, Martini, Tallitsch, & Nath* 9th edition. Pearson Publishing.
ISBN: 978-0-13-432076-2

Option #2: *Human Anatomy, McKinley et al.* 5th edition. McGraw-Hill Publishing. ISBN: 978-1-259-92357-9

The most recent edition of these texts are usually available at most college and university bookstores.

IX. SUGGESTED REFERENCES:

Smartphone and Tablet Applications: There are several anatomy apps for smartphones and tablets available, and I highly recommend investing in one of them. They will be especially helpful for the bones and muscle section of the course. I use ***Human Anatomy Atlas*** by ***Visible Body***. It is \$24.99 for the basic version which will show you most of the structures in the body, broken down by system. It also has in app purchase options to see more detail, which you may find helpful.

X. ANATOMY COURSE OBJECTIVES: This course explores anatomical structures of the human body in detail. At the end of the course, students should have an extensive knowledge of the course material and be able to identify relationships between anatomical structure and function in health and disease.

XI. SPECIFIC OBJECTIVES OF THIS COURSE: Through knowledge gained in lecture, reading assignments, and interactive discussion of histologic slides, the student will be able to:

1. Define and apply anatomical terms and directions in the correct manner
2. Describe the bony structure of the axial skeleton (i.e. the cranium, cranial base and vertebrae)
3. Describe the bony structures of the appendicular skeleton
4. Understand the structure and function of the various joints of the body
5. Describe and understand the musculature of the human body, including their origins and insertions
6. Describe and understand the vascular supply of the body
7. Describe and understand the nervous system of the body, including how nerves work
8. Describe and understand the lymphatic structures of the body
9. Describe and understand the anatomy of the human heart
10. Describe and understand the anatomical structures of the respiratory system
11. Describe and understand the anatomical structures of the digestive system
12. Describe and understand the anatomical structures of the urinary system
13. Describe and understand the anatomical structures of the reproductive system
14. Describe and understand the anatomical structures of the integumentary system
15. Identify the four major types of tissues found in the human body by using a microscope or a computer presentation
16. Understand some preliminary physiology associated with each of the major organ systems covered in this course
17. Demonstrate reasonable proficiency when asked to dissect certain structures found in the cat

XI. WLAC Student Learning Outcomes: West LA College as an institution is committed to an environment of learning and respect for its students. Its mission is to serve the community by providing quality instructional services through its programs and facilities. The college has created a series of Student Learning Outcomes (SLOs) that are designed to maximize the successes and experiences of the students here at WLAC.

A. Critical Thinking: Analyze problems by differentiating facts from opinions, using evidence, and using sound reasoning to specify multiple solutions and their consequences.

B. Communication: Effectively communicate thought in a clear, well-organized manner to persuade, inform, and convey ideas in academic, work, family, and community settings.

C. Quantitative Reasoning: identify, analyze, and solve problems that are quantitative in nature.

F. Technological Competence: Utilize the appropriate technology effectively for informational, academic, personal, and professional needs.

XII: BIOLOGY PROGRAM SLOs (Health Sciences Option): In addition, the Biology program with an emphasis on the Health Sciences also has several unique SLOs.

A student who completes this program will be able to:

1. Use appropriate biological terminology to communicate with purpose and clarity, to consult others, and to question others empathically for the purpose of making informed decisions regarding the health status of a patient or a family member.
2. Recommend strategies to family members and/or patients that will help the human body recover from injury and/or defend itself against disease-causing microbes.
3. Recommend strategies to family members and/or patients that will protect the human body from the invasion of disease-causing microbes.
4. Explain how living things are organized, reproduce, acquire matter & energy, and inherit & express genetic instructions.

XIII: ANATOMY SLOs: The following are the approved SLOs for Anatomy 001

1. Identify the names and processes of the human skeleton using skulls and disarticulated bones
2. Describe the relationships between cells, tissues, organs, and organ systems from a structural and functional perspective.

XIV. Campus Policies

Academic Integrity (Plagiarism)

Each student is expected to do his/her own work on all assignments, reports, examinations, etc. While students are encouraged to work collaboratively in lab activities, lab work that is handed in must be written in each student's own words. In accordance with code 9803.28, academic dishonesty is prohibited and will not be tolerated in this class. Violations of academic integrity include, but are not limited to, the following actions: talking during an exam, failing to keep your eyes on your own paper, having identical or similarly worded answers on quizzes/lab activities/lab reports to a classmate or another source, using unauthorized notes of any kind, using any electronic device (cell phone use during an exam constitutes cheating), showing a fellow student your exam or passing information in any way, using translation dictionaries, turning in someone else's work, exiting the room during the exam before its completion, plagiarism (including copying parts of a lab report from the internet), or providing your work for someone else to copy. Academic dishonesty of any type by a student provides grounds for disciplinary action by the instructor or college. Plagiarism will result in a zero for the lab report/activity/quiz/exam, possible dismissal from the class and disciplinary action from the college. Students may be referred for disciplinary action in accordance with the Los Angeles Community College Student Discipline Procedures as stated in Board Rule 91101. For more information on college policies regarding student conduct, see http://www.wlac.edu/academics/pdf/WLAC_Catalog_Policies.pdf.

Student Conduct

Students are expected to adhere to the "Rules, Regulations & Policies of Student Conduct". Refer to the catalog and the Standards of Student Conduct in the Schedule of Classes for more information: Page 8

http://www.wlac.edu/academics/pdf/WLAC_Catalog_Policies.pdf). Disruption of classes or college activities is prohibited and will not be tolerated. Violators of these rules are subject

to disciplinary action under Board Rule 9803.15 of the Los Angeles Community College District. Recording Devices State law in California prohibits the use of any electronic listening or recording device in a classroom without prior consent of the instructor and college administration. Any student who needs to use electronic aids must secure the consent of the instructor. If the instructor agrees to the request, a notice of consent must be forwarded to the Vice President of Academic Affairs for approval (WLAC College Catalog). For more information, refer to the link below:

http://www.wlac.edu/academics/pdf/WLAC_Catalog_Policies.pdf

Campus Resources

Office of Disabled Student Programs and Services (DSP&S) Student Services Building (SSB) 320 | (310) 287-4450. Email: dsps@wlac.edu

West Los Angeles College recognizes and welcomes its responsibility to provide an equal educational opportunity to all disabled individuals. The Office of Disabled Students Programs and Services (DSP&S) has been established to provide support services for all verified disabled students pursuing a college education. DSP&S students may qualify for: priority registration, registration assistance, special parking permits, sign language interpreters and assistive technology (WLAC College catalog). Students with special needs due to physical, communication, or learning challenges need to contact the DSPS to enquire about eligibility for special accommodations such as tutoring, test proctoring, extended exam hours, or other

accommodations. I must receive documentation from DSPS regarding what accommodations you require. You must meet with me to discuss any arrangements during the first week of class.

Tutoring

The Learning Resource Center offers tutoring in Bio 3B. They are located on the first floor of the HLRC. For more information, you can contact them at: 310-287-4404. Please refer to their website for the tutoring schedule:

<http://www.wlac.edu/Library/LearningCenter.aspx>

Library Services

Heldman Learning Resources Center (HLRC) | (310) 287-4269 & (310) 287-4486 The WLAC Library provides instruction on how to use the online catalog, periodical and research databases. In addition to a large collection of books, periodicals and videos the WLAC Library has course textbooks which students may use while in the Library. Web access is available in the Library Instructional Research Lab (LIRL) as well as meeting rooms. For more information, see: <http://www.wlac.edu/library/services/LIRL.aspx>

Campus Sherriff's Office (Emergency Preparedness)

C3 Building, Parking Lot 5 | (310) 287-4311 & (310) 287-4314

For more information, refer to:

<http://www.wlac.edu/Sheriff/Index.aspx>

The Sherriff's Office website includes information about drill or emergency building evacuations, Title IX resources (if you have been the victim of Sexual Harassment; Sexual

Violence and/or Gender-Based Discrimination), and what do to in the event of a lock-down or active shooter situation.

XV. ATTENDANCE:

Attendance: In order to be successful in the course, you must come to class! You are expected to come to class, be on time, and stay through the length of the class. There will be a sign-in sheet every morning in the front of the class. The sign in sheet will be collected when lecture starts, once this happens you will not be allowed to sign in. If you miss 3 or fewer sign ins, you will have an opportunity to complete an extra credit assignment that will help boost your grade at the end of the term. Please only sign for you name. If you are caught signing someone else's name, you and that person will forfeit all extra credit opportunities for the semester.

Drop dates: All enrollment procedures are now done on-line. **YOU** are responsible for your enrollment status in this course and in all others!!! So be aware of drop dates. I will NOT drop you from the course. Therefore – if you choose to leave the class and do not drop – you will receive a failing grade at the end of the semester. Be responsible! Please do NOT assume I will take responsibility for maintaining your enrollment status, because I will not.

XVI. METHODS OF EVALUATION: Your course will consist of 3 practical exams and 3 written exams. Additionally, there will be 5 quizzes taken on canvas and a lab report

Practical Exams: Since anatomy is about learning structures, you will also have 3 practical exams. These practical exams will be done during class time and will be based off the lab portion of this course – i.e. identification of anatomical structures on human models. These practical exams are timed (50 mins) and are done in sessions signed up for in advance. It is extremely important you are not late for these exams. You lose exam time by being late and you are a distraction to the other students when you come in late. I will lock the door once the exam session starts and you will only be able to take it during a later session IF there is space. DO NOT BE LATE! Because the lab must be set up for these exams there are no make-up exams!

Written Exams: You will have 3 written exams made up of a combination of multiple-choice, true/false, short answer questions and will cover the anatomical, physiological, and histological concepts covered in lecture. The last written exam will serve as the final, it will be a little longer than the first two and will be cumulative. You will need to bring a scantron (form 882-E) for these exams

Canvas Quizzes: There will be 5 quizzes throughout the semester that will be taken online via canvas. These quizzes will be based on the lecture portion of the course and are intended to help you keep up with the content of this class. These questions will be a combination of multiple choice, true/false, and matching. These quizzes are considered individual work (you can study together but do not take the quizzes together) and they will be timed (10 mins). They will be available to take for 24 hours after they open, however, you will only get one attempt for each. If you do not take the quiz during the given time frame, there are no make ups!

Lab Report: There will be multiple dissection opportunities throughout the term. You must participate in at least one of them. For one of these dissections, you will write a short lab report to be turned in. The guidelines for the lab report will be posted on canvas before the first dissection.

Course Break-down:

Canvas Quizzes:	5 quizzes @ 20 points	100 points
Lab Report	1 report @ 50 points	50 points
Practical exams:	3 exams @ 100 points	300 points
Written exams:	2 exams @ 50 points	100 points
Final exam:	1 exam @ 100 points	100 points
TOTAL		650 points

Course letter grades will be based on the following scale.

90 – 100% = A

80 – 89% = B

70 – 79% = C

60 – 69% = D

XVII: COURSE MATERIALS:

Materials Needed:

1. Course Textbook
2. Lecture notes and handouts
3. Scantrons for written exams. These may be purchased in packets from the bookstore.
4. Number 2 pencils for the scantrons

XVIII: CONTACT INFORMATION:

Email: The best way to contact me is via email: AbrahaLM@wlaac.edu Be sure to put “Anatomy 001” followed by the subject of the email in the subject line. I try to be very active with my email and will try to respond within 24 hours (most likely sooner). However, please do not flood my inbox with your emails if I don’t respond immediately. If you haven’t heard back from me in 24 hours, then feel free to send me another email. Additionally, please use either your West LA College email address or your district email address to contact me. Do not use your personal email.

Phone: I do not have a West Los Angeles College phone number, so I am not available by phone. Please contact me via email.

Office hours: Office hours will be held during the following times or by appointment in the Group Science Room (MSB 211):

- Tuesdays 8:45 – 9:35 AM
- Thursdays 12:50 – 1:30 PM

XIX. Keys to Success in Anatomy:

Here are some tips for you all to be successful in this class:

- Come to class (and stay the whole time)! – Class time is your best opportunity to go over the models and practice identification for the practical exams. We no longer have open lab, so your best opportunity to study for the practical exams is your lab time. The library has models as well but that is open to all the anatomy classes so it may be more crowded. Make the most of your time in class!
- Take a lot of pictures/videos – Since you are not able to take the models home with you, taking pictures and videos of the models to look over at home can be a very useful strategy to study for the practical exams. Use the sticks as pointers and make sure to either label the photos or say on video what structures are being indicated.
- Study in groups – I realize that this may not be for everyone as you all have your own schedules with work, family, other classes etc. However, if you're able to, partner up with someone (or a few people) from class and study together. You can teach each other different things, quiz each other, etc as well as share videos and study tips.
- Time – There is no way around this bit of truth: This class requires a significant amount of your time and attention. Waiting until the last minute to study for the exams will not work for this class! The best way to be successful is to devote some time every day to studying. Be sure you have enough time and energy to devote to this class.

ANATOMY 001: Human Anatomy

Schedule of Topics

Spring 2018

Week	Date	Topic
1	2/5 2/7	Introduction to Anatomy Tissues of the Human Body
2	2/12 2/14	The Integumentary System Skeletal System: Osseous (Bone) Tissue
3	2/19 2/21	Skeletal System: The Axial Skeleton (Quiz 1) Skeletal System: The Appendicular Skeleton & Joints
4	2/26 2/28	Review Session Practical Exam 1 (Intro → Bones)
5	3/5 3/7	Muscular System: Muscle Tissue Muscular System: Axial Muscles (Quiz 2)
6	3/12 3/14	Muscular System: Appendicular Muscles Written Exam 1
7	3/19 3/21	Nervous System: Nervous Tissue Nervous System: CNS
8	3/26 3/28	Nervous System: PNS Nervous System: Senses (Quiz 3)
9		Spring Break
10	4/9 4/11	Nervous System: Senses cont. Review Session
11	4/16 4/18	Practical Exam 2 (Muscles & Nervous System) Cardiovascular System: Heart
12	4/23 4/25	Cardiovascular System: Blood Vessels (Quiz 4) Digestive System
13	4/30 5/2	Digestive System cont. Study Day (no class)
14	5/7 5/9	Respiratory System Written Exam 2
15	5/14 5/16	Urinary System Reproductive System (Quiz 5)
16	5/21 5/23	Review Session Practical Exam 3 (Cardiovascular → Reproductive Systems)
	5/28	Final Exam (10:15AM – 12:15PM)

This schedule is a TENTATIVE schedule of topics. Topic and exam dates may be changed to accommodate time needed.