



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** BIOL 2010 Human Anatomy and Phys I

**Section ID:** 80609.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 3

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** CON - Conventional Methodology

**Catalog Course Description:** < A study of the structure and function of the human body. The topics studied include a general introduction to anatomy & physiology; including terminology, basic chemistry, cell structure and function, nutrition and metabolism, and the skeletal, muscular, and nervous systems. Pre/Co-requisite: BIOL 2011 **F,S,Su**

**General Education Course Designation:** General Education Course

**Meeting Details:** TR; 11:10AM - 12:35PM; MMH 217

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Dr. William Sproat Jr.

**Role:** Professor

**Office Location:** MMH 217A

**Office Hours:** Posted

**Office Phone:** 865-774-5855

**Email:** [william.sproat@ws.edu](mailto:william.sproat@ws.edu)

**Supervisor Name:** Dr. Matthew Smith, Dean Natural Science Division

**Supervisor Phone:** 423-585-6865

### Required Textbook(s) and Materials

No required text

### **Additional Information**

Students may use any college level Anatomy and Physiology textbook approved by their instructor. Course materials (notes, supplements, videos) are electronic and accessible via d2L/eLearn. An electronic device (computer, laptop, tablet) to access these materials outside of class will be needed

## **Student Learning Outcomes/Objectives**

- Introduction and Orientation: Applying basic terminology to the structural organization of the bodily systems and their relationships.
- Chemistry: Learning basic chemical concepts as they relate to the study of human anatomy and physiology.
- Cell Structure and Function: Identifying cell structure and discussing cell functions such as cell transport, cell division, and cellular communication.
- Skeletal System: Describing the growth, development, structure, and function of the skeletal system.
- Muscular System: Recognizing the anatomical structures and explaining the physiological processes of the muscular system.
- Nervous System: Understanding the anatomy and physiology of the central and peripheral nervous systems to include the autonomic and somatic divisions.
- Metabolism: Understanding the importance of diet and nutrition and defining the steps of cellular respiration and their relevance to cell function.

## **Instructional Approach and Methods**

Instructional and Evaluation Methods:

1. All material will be delivered in class

Lecture Topics

Introduction

Chemistry

Cellular Structure

Metabolism

The Skeletal System

The Muscular System

The Nervous System

**The Student Can Expect from the Instructor:**

1. Email response within 24 hours during the normal work week. Holidays and vacations excluded.
2. Email during the weekend will be answered on Monday.
3. Exams to be graded and returned in a timely manner.
4. Enthusiasm for the subject and encouragement to help you when you need it.
5. A fair grading system with feedback.
6. Learning that ties concepts into the real world around us.
7. Respect for you as a learner.

## Assessment, Evaluation and Testing Procedures

### Testing Procedures

Assignments and exams will be online via d2L/eLearn or in class. For those administered online through d2L/eLearn, students may be required to use a virtual proctoring program like Respondus Lockdown Browser with Monitor. Virtual proctoring programs will require a compatible device, microphone, and webcam. In the event that the student does not use the specified requirements or the entire assignment or exam is not completely proctored, this could result in a grade of zero "0" for the assignment or exam. Students will be provided specific testing procedure and assignment completion information directly from the instructor.

### Exam Policy:

1. ALL exams are to be taken at times scheduled by the instructor.
2. ALL exams scheduled in the course by the instructor must be taken or the student will fail the course. Any exceptions must be approved by the Academic Dean and the Vice President of Academic Affairs.

3. Make-up exams will be given for excused absences only (excused absences include illness with a doctor's note, death in family, and military or jury duty).
4. Make-up exams must be taken before the next scheduled exam.

## Grading Scale

A	above 90%
B	80-89%
C	70-79%
D	60-69%
F	below 60%

Lecture Tests	90%
1 Comprehensive Final	10%
Total	100%

## Assignments

All exams, quizzes and assignments including any bonus assignments will be given and completed either on-ground or online. Exams given online will require Respondus lock down browser.

## Class Participation

Students enrolled in on-ground or online courses must follow the course attendance policy defined for on-ground or online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.

## Course and Class Policies/Procedures

### EXAM Policy:

1. ALL exams are to be taken at times scheduled by the instructor.

2. ALL exams scheduled in the course by the instructor must be taken or the student will fail the course. Any exceptions must be approved by the Academic Dean and the Vice President of Academic Affairs.
3. Make-up exams will be given for excused absences only (excused absences include illness with a doctor's note, death in family, and military or jury duty). Makeup exams may be different from exams taken at scheduled times.
4. Make-up exams must be taken before the next scheduled exam.

#### Extra Credit:

Each professor has the **option** to offer the opportunity to earn up to **25** additional points through the semester. Examples include, but are not limited to, bonus questions on exams, in class quizzes, attending a scientific event, etc. The instructor's policy will be explained in detail on the first day of class. In no instance, will credit be provided for any activity not related to the scope of the course. The aim of the class is to get a solid understanding of anatomy & physiology so that grades reflect our abilities to communicate the material and not a supplementary assignment or task. All students especially those that feel they are struggling with the material, are strongly encouraged to use office hours, send emails, make appointments for extra help, etc. throughout the semester.

## Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
  - a. Using cut/paste tool from original document with no references given.
  - b. Copying another student's work and submitting it as one's own.
  - c. Forging or otherwise altering signatures.
  - d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
  - a. Utilizing old tests, projects, notes or written papers.

- b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
  - e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

## Student Resources

### TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

[Walters State English Learning Lab \(opens in new window\)](#)

[ws.edu/academics/humanities/writing-lab](https://www.walters.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](https://www.waltersstate.edu/academics/mathematics/learning-lab)  
[ws.edu/academics/mathematics/learning-lab](https://www.waltersstate.edu/academics/mathematics/learning-lab)

## **TECHNOLOGY SUPPORT**

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](https://www.waltersstate.edu/helpdesk)  
[helpdesk.ws.edu](https://helpdesk.ws.edu)

## **STUDENTS WITH DISABILITIES SUPPORT SERVICES**

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](https://www.waltersstate.edu/student-services/disability/)  
[ws.edu/student-services/disability/](https://www.waltersstate.edu/student-services/disability/)

## **SUICIDE PREVENTION STATEMENT**

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

# **College Policies**

## **STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT**

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of

the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](#)  
[catalog.ws.edu/](http://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](#)  
[ws.edu/admissions/registration/](http://ws.edu/admissions/registration/)

## **PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS**

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

## **COURSE GROUND RULES**

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not



produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

## **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

[ws.edu/home/](http://ws.edu/home/)

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#)

[ws.edu/set/](http://ws.edu/set/)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

## **LEARNING MANAGEMENT SYSTEM**

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)