

**Biomedical Sciences 146 - Human Form and Function**  
**Santa Barbara City College**  
**Fall 2023 Syllabus and Weekly Schedule**  
**August 28 – December 11**

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**Office hours:** M 1:00-2:00 p.m., W 9:00 – 10:00 a.m. in EBS 324. T, Th by Zoom appointment  
Access Zoom within Canvas

CRN31001

CRN 37986

**Required Text:** Seeley's Essentials of Anatomy and Physiology, 11th Edition with **Connect**.

Published by McGraw-Hill: ISBN 978-1-264131259

This is an electronic book that comes with **McGraw-Hill Connect**. McGraw-Hill **Connect** is required for this course. You must have **Connect** in order to access the exams, quizzes, and online information. This ebook and **Connect** Code are available through the SBCC bookstore. Make sure that you order the 'Essentials' textbook which is about 600 pages long whereas the authors have the 'Main' book which is just titled 'Seeley's Anatomy and Physiology' and it is about 1200 pages long. Get the Essentials book.

**Optional Text:** I have listed the Anatomy Coloring Book by Stephanie McCann and Eric Wise published by Kaplan ISBN-13: 978-1-5062-7640-3 as previous students have found it beneficial for their study.

**Materials Needed:** Computer with web cam, adobe PDF reader software (free download).  
You must use Google Chrome as other browsers do not work well in **Canvas** or not at all.

**Student Learning Outcomes (SLOs)**

Upon completion of this course, students will be able to:

1. Identify aspects of the anatomy of the human body.
2. Recognize the general features of the physiology of the human body.

**Course Introduction**

Welcome to BMS 146, Human Form and Function! For this online course we will use **Canvas** (located in SBCC's Pipeline website) and **McGraw-Hill Connect**. When you sign up for **McGraw-Hill Connect**, please use the same name that is associated with your K# and your SBCC student records. If you change your name please let me know.

During the first 3 days of class, please submit your **biography** in the **Discussion Section** in **Canvas**. The **Canvas** posts go out to all students so make sure that what you post is acceptable to be read by your fellow classmates. If you have things of a private nature to tell me please use your **pipeline** account to send me an email. SBCC *requires* that we communicate by the pipeline account (SBCC email) so please

do not use a private email account. I cannot reply to your private email account so check your SBCC account regularly. You can also forward some material in Canvas to your private email. Here is a sample of the Canvas webpage and where most of the links are that you need.

Take a look around the [McGraw-Hill Connect](#) website. Print out or download a copy of this syllabus and the course schedule and keep them in a convenient location so you can refer to them often. We have **six** exams in this course and you want to make sure to mark the exam due dates on your calendar as soon as possible. The exam due dates are not negotiable so be sure you are available on those dates. In the event that the SBCC [Canvas](#) site goes down (and it has in the past, which of course happened during the exam time) you can access [Connect](#) directly through McGraw-Hill. You will need your CRN (course registration number). McGraw-Hill Customer Support: <http://mpss.mhhe.com/>

Below is a sample of a [Connect](#) page (from a previous semester). I opened up Section 1 (you can see Section 2 is not opened at the bottom of the page). Once you finish reading this syllabus, open [Connect](#) and take the **Orientation Quiz** seen at the top of the page. You may use your syllabus to take the quiz. Taking the quiz shows me you are ready to get started and succeed in BMS 146. If you miss any questions in the orientation quiz, please go back and refer to the section of this syllabus covering that material. The quiz shows me you have visited the essential components of the course website and you are aware of the important course policies. I also use the orientation quiz and biography to take roll in the course during the first few days of class.

When you open up [Connect](#) you will find all six Sections listed.

Read the **Chapter Notes for Exam 1** and **Exam 1 Prep** first. In the chapter notes you will find the page numbers that you should read for the book for each chapter and a YouTube link where I will introduce the material. Once you have studied the material, take the **Feedback Quizzes**.

The screenshot displays the Canvas LMS interface for course BMS 146. The top navigation bar is blue with the course ID 'BMS 146' and a 'MENU' icon. The left sidebar contains several sections: 'Instructor' with a profile for Eric Wise; 'Course materials' with options to 'Rent the book' or 'Purchase a discounted loose leaf copy'; 'Study | SmartBook and LearnSmart' featuring 'Seeley's Essentials of Anatomy & Physiology (SmartBook)'; 'Read' with an eBook 'Practice Atlas for Anatomy & Physiology'; and 'Resources' with 'Anatomy & Physiology Revealed'. The main content area is titled 'Assignments' and shows a list of items: 'Orientation Quiz' (Quiz), 'Section 1' (6 items) containing 'Chapter Notes for Exam 1' (File Attachment), 'Exam 1 Prep' (File Attachment), 'Chapter 1 Feedback Quiz' (Practice), 'Chapter 3 Feedback Quiz' (Practice), and 'Chapter 4 Feedback Quiz' (Practice); and 'Section 2' (7 items) containing 'Exam 1' (Exam).

Make your posts and replies in the discussion tab in **Canvas** early and take exams early. With so much internet traffic where everyone is online, systems go down, so you want to give yourself plenty of time in case there is a glitch. If **Canvas** does go down, that system is independent of the Pipeline email system. You can email me through Pipeline in the event that **Canvas** is not working.

**FIRST WEEK ATTENDANCE REQUIREMENT:** By **Wednesday** of the **first week** of the semester, you must submit a biography and take the orientation quiz. If you do not complete these assignments, you may be dropped from the course without notice. This would be like not showing up to class the first week.

Online instruction is not for everyone (and that is okay). Online instruction is not easier than traditional instruction. You need to be self-motivated to succeed in this course. Anatomy and physiology are challenging, yet fascinating, topics and require many hours of studying each week. This is a 3.0 unit course and you are expected to do 9 hours of work per week during the regular semester. You may feel the need to spend more time on the material and that is fine. If you are busy with work, family, or other commitments, and cannot dedicate the time, you may want to consider taking this class in the future.

I want this class to be flexible and so I don't require a lot of busy-work assignments, however, you need to check the **Announcements** in **Canvas** a couple of times each week for course updates. You should have these announcements set up to send to your email account. It is also beneficial to ask me questions or provide feedback to feel more involved in the course. I will use the discussion board in **Canvas** on a regular basis to check in with you.

Please read through all the material at the *SBCC Distance Education* website at your earliest convenience (<https://sbcc.edu/distanceeducation>). This includes *Technical Support* and *Policies and Procedures* as well as other important links for participating in Distance Education at SBCC. You can find a copy of the net etiquette at <http://www.sbcc.edu/distanceeducation/netiquette.php>.

### Course Timelines

Refer to the course syllabus for your weekly reading assignments and the exam dates. There are **six sections** in this course and **each section consists of three chapters** in the textbook.

For each section you need to read the chapter notes and exam preps I post and read the relevant chapters in the textbook. These sections are found in the **Connect** site. I encourage you to use the **feedback quizzes** to prepare for exams. The feedback quizzes are not graded but reflect questions that are similar to ones on the exam. I also take attendance by looking at the activity on the quizzes. If you do not keep up in the course, you run into trouble with trying to cram the assignments in before you take the exam. The course moves at a quick pace each week and the exams are frequent. You need to be organized and think ahead. It is never too early to start preparing for an upcoming exam. If you do not access the course in **Connect** or **Canvas** on a regular basis (at least twice a week) before the drop deadline you may be dropped from the course without notice.

Once an exam closes, check your score in the **Grades** tab of **Canvas** or **Connect**. Email me within 48 hours after the exam closes if there is a discrepancy. There are 80 points per exam but your top score is limited to 75 points. Therefore, if you got all the questions correct you would see 80 points in the **Connect** score but your score would be recorded by me as 75. Your chapter posts and replies take longer for me to grade but I should post your scores within a week after their submission.

**Internet access is required for this course.** This has always been an online course. There have never been face-to face sections. You must have at least one backup mechanism for accessing the course materials in the event that your primary means of internet access is unavailable. For example, if your computer crashes, you cannot get internet access, or the place where you use computers is closed, I expect you to have a way to access (and have a backup plan for) each exam during the scheduled time.

I periodically check your attendance by viewing your website usage and the time of your last login. You risk being dropped from the course **without notice** if I see that you have not accessed the course in **Connect** or **Canvas** for a week, unless you have given me a reason that I approve ahead of time. You also risk being dropped without notice if you miss an exam and do not get in touch with me before the exam due date. The responsibility to drop, however, lies first and foremost with you.

### General Study Information

Study habits are a personal decision but with this course there are a few things you may want to consider. For each section I would read the three **Chapter Notes**, read the **Exam Prep**, and watch the **YouTube videos** before I read the material in the textbook. Although these materials are not comprehensive in terms of everything you need to know, they do provide you with a good overview of what are the most important topics. You may want to write down/download the most important areas

of study so that when you read the material in the chapter of your Essentials textbook, you will be able to focus your studies to the guided material. I have listed the assigned pages in the Essentials textbook so *you do not have to read the entire chapter*. Some great stuff is in the chapter that is not in the assigned reading and you may want to look at it but you will not be tested on it.

### **Exam Information**

There are 6 exams in this course. Each exam consists of 40 multiple choice questions. Each question is worth 2 points. Even though there are 80 points possible on each exam, I count a maximum of 75 points toward your grade. That means that each exam has some extra credit associated with it. Exam 6 is the last exam covering only section 6 and it is NOT a comprehensive final for the entire course. Also, Exam 6 is due on Monday (not the usual Saturday) as the semester ends for us on Monday, Dec. 11. The course is over on that date and I cannot offer any exam extensions after that date.

You generally have a window of two days to take the exam so plan accordingly. Because there is a window when the exams are open, you can take an exam on either of those two days. If you have personal reasons, religious reasons, or other conflicts on one of those exam days then plan on taking the exam on the other open day. This is your responsibility to schedule when to take the exam during the open times. Mark these exam days on a calendar so you make time to take the exam.

Once you start the exam, however, you have 60 minutes (one hour) to complete it. **You cannot save part of an exam and come back to it later.** Once you start the exam, the clock continues to run for 60 minutes. Do not wait until the last possible hour in the allotted window to take the exam. Make sure that you press the **submit** button at the end of your exam but do NOT hit the submit button **until** you have finished your exam! If you start taking the exam at 11:58 when the exam is due at 11:59 then you only have one minute to take the exam. The exam has a hard closure and closes at the end time. Also, unexpected things happen. So you should give yourself a buffer and take the exam earlier rather than later.

Do NOT discuss questions that you have on the exam in the discussion section in **Canvas**. The questions come from a test bank and your exam is not like other exams. Discussing questions in the Discussion section tends to freak out other students so any questions that you may have should be sent to me by email. I will wait until the entire exam closes before I answer your question. Please do not violate this condition as I do not want to deduct points from your score.

You have over one minute per question so read each question thoroughly before answering. If you spend one minute per question you still have 20 minutes to go back and review your answers. You, and only you, are allowed to complete the exam. You are NOT permitted to use your textbook, notes, or any other resource when taking an exam.

**You must complete each exam in this course.** The exam dates are non-negotiable and I cannot guarantee that I can make accommodations to take an exam at a time other than the one listed in the course schedule. Make-up exams are reviewed on a case-by-case basis. In some cases, due to unforeseen emergencies (such as hospitalizations) there is no penalty for taking an exam late however, *you must be prepared to show documentation of the emergency*. In other cases, and at my discretion, an

exam taken at another time will include a point deduction. You have the course schedule and know when each exam will be available. Clear your schedule now and set aside some time when you are not going to be distracted so you can focus as you take the exams. If you do not take an exam and I do not hear from you before the exam is due, you may receive a score of zero on that exam. Generally an exam score of zero will lower your overall course grade by one letter grade. This is particularly true after the drop deadline as seen in the following calendar.

### Fall 2023 Important Dates

Mon. Aug 28	Class Begins
Mon. Sep 4	Labor Day Holiday
Sat. Sep 9	Last Day to Drop without a 'W' (with refund)
Sun. Sep 10	Last Day to Drop without a 'W' (without a refund)
Fri. Oct 27	Last Day to Withdraw from classes
Fri. Nov. 10	Veteran's Day Holiday
Thurs. Nov. 23	Thanksgiving Holiday
Fri. Dec. 8	Last Day to Petition for Pass/No Pass Grading
Mon. Dec 11	Exam 6 due – End of Semester

### Chapter Feedback Quizzes

Even though they are not counted as part of your grade, the chapter feedback quizzes are an essential study tool for this course. They are meant to help you get comfortable with the format and submission mechanism of the exams. Also, you can get a feel for the type of questions that will be on the exams. Some of the exam questions are similar to or taken directly from the questions on the chapter feedback quizzes. [Connect](#) also has additional study aids such as **SmartBook**. Some students love this program as a way to study. Investigate the options in [Connect](#) to see what works best for you.

### Posts and Responses

For each **Section** (a section covers three chapters) I want you to post two short impressions of your studies in the **Discussion Board** in [Canvas](#). You should post one impression for one chapter and another impression from another chapter. These could be interesting observations, challenges that you had in learning the material, study hints that you developed to help you learn the material, other websites that explain things in a way that works for you, etc. Therefore you should have posts for two of the three chapters in each section. You can post material early so you should not wait for the deadline.

In addition to that, I want you to reply (make a response) to another student's post. Therefore you should have two posts of your own thoughts and one reply to another student's post. This can be either a positive response to what the student wrote or a constructive criticism of the same post. Make sure that if you do make a constructive criticism, you do so in a positive way. We need to maintain a great community structure in this class. These two posts and one reply are worth 10 points for each section for a total of 60 points total as part of your course grade. Each of these sections has a date limit as to when it can be posted so be aware that posts attempted after the deadline will not be accepted. These

posts are to involve questions from the reading material in that section. Make sure that you keep to the topic covered and don't post random thoughts that do not pertain to the section material.

### **Biography Instructions:**

Submit a quick biography of yourself. Please include why you are taking this class and how you found out about it. Also, please include your planned weekly study schedule for this course. To receive credit for your biography (10 points toward your final grade), you must submit it in **Canvas** by Wednesday of the first week of classes.

### **Instructor Contact**

The best way to contact me is via SBCC Pipeline email. Do not use your private email to communicate with me. It is SBCC policy to use your pipeline account. In your email, be sure to include the CRN of the course you are enrolled in as I have more than one section of BMS 146 this semester and more than one class that I teach. If you contact me during the week, expect a response within 24 hours. On weekends, I will most likely get back to you on the next working day.

It is my job to teach you about the human body and help you succeed in this course. Please feel free to email me if you have any questions about the course material or course policies. If you have other questions that do not pertain directly to the course, the internet is a great resource for off-topic questions.

### **Accommodations for Students with Disabilities:**

Disability Services and Programs for Students (DSPS) coordinates all academic accommodations for students with documented disabilities at Santa Barbara City College. If you have or think you might have a disability that impacts your educational experience in this class, contact DSPS to determine your eligibility for accommodations. DSPS can be reached by phone or email. The phone number is 805-730-4164 or send email to [dsps@sbcc.edu](mailto:dsps@sbcc.edu).

If you have already registered with DSPS, please submit your accommodation requests via the 'DSPS Online Services Student Portal' as soon as possible. This needs to be done each semester. If you have any questions or concerns about your accommodations, make an appointment with a DSPS Counselor. Please complete this process in a timely manner to allow adequate time to provide accommodations.

### **Course Grade**

6 Exams @ 75 points each	450 points
Orientation quiz	10 points
Biography	10 points
Chapter Posts and Responses	60 points
Total	530 points

**Final Grade Distribution\***

A: 477-530 points	(90-100%)
B: 424-476 points	(80-89%)
C: 344-423 points	(65-79%)
D: 265-343 points	(50-64%)
F: 0-264 points	(0-49%)

\*If you miss an exam and receive a score of zero, your overall course grade will probably be lowered by one letter grade. If you take this class for Pass/No Pass, you must earn a score of 65% (344 points) or above to receive a Pass for the course.

**Grade Distribution for Each Exam by Point Value**

A: 67-75
B: 60-66
C: 48-59
D: 37-47
F: 0-36

*Refer to the grade distributions above for your letter grade earned on each exam and your final grade in the course based on your overall points.*

**Help with the Course**

Difficulties with **Canvas** can be addressed to the student help support at:

<http://www.sbccc.edu/it/studenttechsupport.php>.

If you experience technical difficulties related to textbook content, please contact McGraw-Hill Customer Support: <http://mpss.mhhe.com/>

You will need a computer, Ipad, Chromebook, or similar device to access the course. Smart phones will not work for this course so you will need to have a larger device on hand. You can find out information about Chromebook loans at <https://libguides.sbccc.edu/chromebooks>

To get help with details about Canvas you can use the following link.

[http://www.sbccc.edu/distanceeducation/canvas\\_student\\_tutorials.php](http://www.sbccc.edu/distanceeducation/canvas_student_tutorials.php)

If you are feeling overwhelmed or if you want to check out the other services that SBCC offers you can click on the student services link at: [http://www.sbccc.edu/student\\_services/](http://www.sbccc.edu/student_services/)

**Syllabus Change Policy**

Except for changes that substantially affect implementation of the evaluation (grading) statement, this syllabus is a guide for the course and is subject to change with advance notice.



## BMS 146 Fall 2023 Schedule

### Week of August 28

Orientation and access of website

Assignments: **Submit a biography** (10 points) - **Due Wednesday, August 30**

Submit the biography in Canvas Discussion Section

Take the **orientation quiz in Connect** (10 points) - **Due Wednesday, August 30**

Read the **chapter notes** and the **exam prep** for Section 1 (chapters 1, 3 and 4)

Reading in Textbook: Chapter 1 - The Human Organism (pgs 10-29)

We are NOT covering Chapter 2

Reading in Textbook: Chapter 3 - Cell Structures and Their Functions (pgs 58-84)

Friday, Sept. 1: Enter at least one Post for Section 1 (Chapters 1, 3, or 4)

### Week of Sept. 4

Reading in Textbook: Chapter 4 - Tissues (pgs 86-110)

Thurs. Sept. 7: Assignments: Section 1 - **Posts and Responses Due**

Sept. 8-9: **EXAM 1** (Chapters 1, 3, 4) - 75 points

Sept. 9: Last Day to Drop without "W" with refund

Sept. 10: Last Day to Drop without a "W" (without refund)

### Week of Sept. 11

Assignments: Read the **chapter notes** and the **exam prep** for Section 2 (chapters 5, 6, and 7)

Reading in Textbook: Chapter 5 - Integumentary System (pgs 112-126)

Thurs. Sept. 14: Enter at least one Post for Section 2 (Chapters 5, 6 or 7)

### Week of Sept. 18

Reading in Textbook: Chapter 6 - Skeletal System: Bones and Joints (pgs 128-172)

### Week of Sept. 25

Reading in Textbook: Chapter 7 - Muscular System (pgs 174-222)

Thurs. Sept. 28: Assignments: Section 2 - **Posts and Responses Due**

Sept 29 – 30: **EXAM 2** (Chapters 5, 6, 7) - 75 points

### Week of Oct. 2

Assignments: Read the **chapter notes** and the **exam prep** for Section 3 (chapters 8, 9, and 10)

Reading in Textbook: Chapter 8 - Nervous System (pgs 224-270)

Thursday, Oct. 5: Enter at least one Post for Section 3 (Chapters 8, 9, or 10)

### Week of Oct. 9

Reading in Textbook: Chapter 9 - Senses (pgs 272-295)

Reading in Textbook: Chapter 10 - Endocrine System (pgs 297-330)

### Week of Oct. 16

Reading in Textbook: Chapter 10 - Endocrine System (pgs 297-330)

Thur. Oct 19: Assignments: Section 3 - **Posts and Responses Due**

Oct 20-21: **EXAM 3** (Chapters 8, 9, 10) - 75 points

**Week of Oct. 23**

Assignments: Read the **chapter notes** and the **exam prep** for Section 4 (chapters 11, 12, and 13)

Reading in Textbook: Chapter 11 - Blood (pgs 331-352)

Reading in Textbook: Chapter 12 - Heart (pgs 354-383)

Thurs. Oct 26: Enter at least one Post for Section 4 (Chapters 11, 12, or 13)

Fri. Oct 27: Last Day to Withdraw from Classes/College

**Week of Oct. 30**

Assignments: Reading in Textbook: Chapter 13 - Blood Vessels and Circulation (pgs 385-417)

Thurs. Nov. 2: Assignments: Section 4 - **Posts and Responses Due**

Nov 3-4: **EXAM 4** (Chapters 11, 12, 13) - 75 points

**Week of Nov. 6**

Assignments: Read the **chapter notes** and the **exam prep** for Section 5 (chapters 14, 15, and 16)

Reading in Textbook: Chapter 14 - Lymphatic System and Immunity (419-445)

Reading in Textbook: Chapter 15 - Respiratory System (447-481)

Thurs. Nov 9: Enter at least one Post for Section 5 (Chapters 14, 15, or 16)

**Week of Nov. 13**

Reading in Textbook: Chapter 16 - Digestive System (pgs 483-519)

Thurs. Nov 16: Assignments: Section 5 - **Posts and Responses Due**

Nov 17-18: **EXAM 5** (Chapters 14, 15, 16) - 75 points

**Week of Nov. 20**

Assignments: Read the **chapter notes** and the **exam prep** for Section 6 (chapters 17, 18, and 19)

Reading in Text: Chapter 17 - Nutrition (pgs 521-529, 540-542, skip sections 17.2 and 17.3)

Thurs. Nov. 23 Thanksgiving Holiday

**Week of Nov. 27**

Reading in Text: Chapter 18 - Urinary System and Fluid Balance (pgs 544-566, 574-576, skip sections 18.6-18.8)

Nov. 30: Enter at least one Post for Section 6 (Chapters 17, 18, or 19)

**Week of Dec 4**

Reading in Text: Chapter 19 - Reproductive System (pgs 578- 611)

Thurs. Dec 7: Assignments: Section 6 - **Posts and Responses Due**

Fri. Dec. 8: Last Day to Petition for Pass/No Pass Grading

Dec 9-11: **EXAM 6** (CHAPTERS 17, 18, 19) - 75 points

**NOTICE THAT THE LAST DAY OF CLASS IS MONDAY, Dec 11. EXAM 6 IS DUE ON THAT DATE!**