

BIOL 2301: Human Anatomy and Physiology 1
3 Semester Credit Hours
BIOL 2101: Human Anatomy and Physiology I Lab
1 Semester Credit Hour

CLARENDON COLLEGE
Division of Science and Health
Course Syllabus
Fall 2025

Lecture: Monday - Friday 2:08 PM – 2:51 PM

Lab: Monday - Friday 2:51 PM – 3:38 PM

Instructor: Kelli Bird

Office Hours and Location: M-F 9:510 – 10:36 AM, Wheeler High School

Phone: 806-826-5241

Email: kelli.bird@wheelerschools.net

Mailing Address: PO Box 1010, Wheeler, TX, 79096

BIOL 2301 Course Description: This course is an introduction to basic human biological principles. It encompasses detailed studies of the human body, including cellular structures and tissues of the integumentary, skeletal, muscular, nervous, and endocrine systems.

BIOL 2101 Course Description: The Laboratory provides a hands-on learning experience for exploration of human system components and basic physiology. Systems to be studied include cytology, histology, integumentary, skeletal, muscular, nervous, and special sense systems.

Statement of Purpose: Human Anatomy and Physiology I partially satisfies the requirements for the Associate's Degree at Clarendon College and is designed for transfer to a senior college.

BIOL 2301 Required Texts: The *Anatomy and Physiology* textbook authored and published by OpenStax College can be viewed online and downloaded for free on www.openstax.com.

A print version of this textbook is also available via the campus bookstore or directly from OpenStax if that is preferable.

Anatomy and Physiology from OpenStax, Print ISBN 1938168135, Digital ISBN 1947172042, www.openstax.org/details/anatomy-and-physiology.

BIOL 1106 Required Texts: *Human Anatomy and Physiology Laboratory Manual, Cat, 13th Edition* by Elain N. Marieb and Lori A. Smith. (Print ISBN 978-0-13-463233-9)

Supplies: Students are required to bring textbook, 3-ring binder for notes, index cards, pencils, colored pencils, and latex/nitrile gloves for dissection.

Methods of Instruction: This course will utilize lecture/discussion, audience response, audio-visual materials, and individualized laboratory instruction.

Students Rights and Responsibilities:

<http://www.clarendoncollege.edu/Resources/Student%20Services/StudentRightsResponsibilities.pdf>

Core Objective Statement: In accordance with recommendations from the Texas Higher Education Coordinating Board, all life and physical science courses at Clarendon College will address the following core objectives:

- **Critical Thinking Skills** – including creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information.
- **Communication Skills** – including effective written, oral, and visual communication.
- **Empirical and Quantitative Skills** – including application of scientific and mathematical concepts.
- **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 for Lecture: Upon successful completion of Human Anatomy & Physiology I, the student should demonstrate these core objectives by being able to...

Critical Thinking Skills

- Identify the chemical structures, synthesis, and regulation of nucleic acids and proteins.

Communication Skills

- Describe the characteristics of life and the basic properties of substances needed for life.
- Describe the reasoning processes applied to scientific investigations and thinking.
- Describe human physiology and homeostasis as maintained by organ systems.

Empirical and Quantitative Skills

- Describe the structure of cell membranes and the movement of molecules across a membrane.

Student Learning Outcomes for Lab: Upon successful completion of Human Anatomy & Physiology I, the student should demonstrate these core objectives by being able to...

Critical Thinking Skills

- Identify the chemical structures, synthesis, and regulation of nucleic acids and proteins
- Describe the characteristics of life and the basic properties of substances needed for life.
- Describe human physiology and homeostasis as maintained by organ systems.

Communication Skills

- Describe the reasoning processes applied to scientific investigations and thinking.

Empirical and Quantitative Skills

- Describe the structure of cell membranes and the movement of molecules across a membrane.
- Be able to apply scientific reasoning to investigate questions, and utilize scientific tools such as microscopes and laboratory equipment to collect and analyze data.

Teamwork

- Communicate effectively the results of investigations.
- Use critical thinking and scientific problem-solving to make informed decisions in the laboratory.

Grading Policies: You will receive one letter grade for BIOL 1306 and one letter grade from BIOL 1106. That grade comes from the components described below.

BIOL 2301 Grading Policies

1. **Class participation and daily activities will count as 20%** of your final course grade.
 - a. This grade comes from your participation in class discussions and exercises.
 - i. If you choose not to participate in class discussions, you will receive no credit.
 - b. For every three unexcused absences (either to lecture or lab) you will have 10 points deducted from your class participation grade.
 - i. If you leave during class, you will receive an unexcused absence.
 - ii. If you arrive late to class, you will receive an unexcused absence.
 - iii. If you are asked to leave class due to disrespectful behavior, you will receive an unexcused absence.

2. **Quizzes will count as 20%** of your final course grade.
 - a. Each quiz covers the material covered since the last test (not comprehensive).
 - b. The tests will utilize a variety of question formats (objective, matching, multiple choice, true/false, etc.)
 - c. Quizzes must be taken in class in the presence of the instructor.
3. **Lecture exams will count as 60%** of your final course grade.
 - a. Students will not be allowed to take exams until they have signed a course contract.
 - b. All lecture tests, including the final, will be weighted equally.
 - c. Each test covers the material covered since the last test (not comprehensive).
 - d. The tests will utilize a variety of question formats (objective, matching, multiple choice, true/false, etc.)
 - e. I will drop your lowest lecture test grade, excluding the final which must be counted.

BIOL 2101 Grading Policies:

1. **Lab participation and forum discussions will count as 15%** of your final lab grade.
 - a. This grade comes from your participation in lab discussions and exercises.
 - i. If you choose not to participate in lab discussions, you will receive no credit.
 - b. For every three unexcused absences (either to lecture or lab) you will have 10 points deducted from your class participation grade.
 - i. If you leave during class, you will receive an unexcused absence.
 - ii. If you arrive late to class, you will receive an unexcused absence.
 - iii. If you are asked to leave class due to disrespectful behavior, you will receive an unexcused absence.
2. **Lab reports and daily exercises will count as 45%** of your final grade.
 - a. This grade comes from your accurate completion of lab reports and exercise questions.
 - i. If you choose not to complete lab reports, you will receive no credit.
 - b. All lab reports, exercise questions, and quizzes will be weighted equally.
3. **Lab practicals will count as 40%** of your final grade.
 - a. All lab practicals will be weighted equally.
 - b. Each practical covers the material covered since the last exam (not comprehensive).

- c. The lab practicals will utilize a variety of question formats (objective, matching, multiple choice, true/false, etc.)
- d. I will drop your lowest lecture test grade, excluding the final which must be counted.

Grading Scale for the course:

89.5% - 100%	A
79.5% - 89.4%	B
69.5% - 79.4%	C
59.5% - 69.4%	D
59.4% and below	F

Academic Integrity: An Excerpt from Clarendon College's Student Handbook

Failure to comply with lawful direction of a classroom instructor is a disruption for all students enrolled in the class. Cheating violations include, but are not limited to: (1) obtaining an examination, classroom activity, or laboratory exercise by stealing or collusion; (2) discovering the content of an examination, classroom activity, laboratory exercise, or homework assignment before it is given; (3) using an unauthorized source of information during an examination, classroom activity, laboratory exercise, or homework assignment; (4) entering an office or building to obtain unfair advantage; (5) taking an examination for another person; (6) completing a classroom activity, laboratory exercise, homework assignment, or research paper for another person; (7) altering grade records; (8) using any unauthorized form of electronic communication device during an examination, classroom activity, or laboratory exercise; (9) Plagiarism. Plagiarism is the using, stating, offering, or reporting as one's own, an idea, expression, or production of another person without proper credit.

Disciplinary actions for cheating in a course are at the discretion of the individual instructor. The instructor of that course will file a report with the Dean of Instruction when a student is caught cheating in the course, whether it be a workforce or academic course. The report shall include the course, instructor, student's name, and the type of cheating involved. Students who are reported as cheating to the Dean of Instruction more than once shall be disciplined by the Dean. The Dean will notify all involved parties within fourteen days of any action taken.

Classroom Conduct

I will show you the respect you deserve as a student. I, in return, expect respectful behavior from you. Because the following actions cause disruption in the classroom and therefore affect the ability of students to learn, I have strict policies concerning them.

Disrespectful behavior on your part will result in deductions from your class participation grade.

Disrespectful behavior includes...

- **Arriving late.**
- **Leaving the room during class time.** Plan restroom visits before or after class—not during class. If special needs exist, please make prior arrangements.
- **Using electronic communication devices.** This includes cell phones, pagers, iPods, etc. These are not allowed during class time. If special needs exist, please make prior arrangements.
- **Sleeping in class.**
- **Talking in class.** Class time is not the time to visit with your fellow classmates. If you do, I will ask you to leave the classroom.
- **Using headphones.** If you do, I will ask you to leave the classroom.
- **I do NOT allow abusive, obscene, or offensive clothing, jokes, or behavior.**

Class Policies:

Absences: Please take class attendance seriously. You are here to learn all you can learn, to build a body of knowledge to help you in your career and/or to give you satisfaction in the future. Students who are motivated come to class. ***You are responsible for the material covered in class (lecture or lab) even if you are absent.*** *Unexcused absences will count against your class participation grade as discussed in the grading policies.*

Excused absences: Make-ups for tests will be allowed *only* if absences are excused. Excused absences can result from...

1. illness on the part of the student
2. severe illness or death in your *immediate* (not extended) family
3. college sanctioned extracurricular events
4. unfavorable weather conditions that prevent students from reaching the college
5. If you wish for your absence to be excused, you should telephone or e-mail me *in advance* of the absence (leave a message if necessary). Even in emergencies, it usually is possible for you to get word to me about an absence. When you return, you must furnish proof of the reason for your absence if you wish for it to be excused.

Make-up work: Late or unexcused work will not be accepted. Students who have excused absences MUST let me know ***before*** the test is given that we need to schedule a make-up. In most cases, the tests must be taken PRIOR to the absence in order to receive full credit. *****If you take the test after it has been given to the class, you will receive a 10% penalty per school day that passes until you take the make-up.***** To avoid the penalty, MAKE SURE YOU TAKE A MAKE- UP TEST BEFORE YOU LEAVE.

There will be NO make-up lab practicals. Because these tests involve practical sections, they can't be set up time & again. If you miss one of these tests, you will have to take an essay test. The take home message is: PLAN TO ATTEND THESE DAYS!

Final Exams: Students must take a final for each of their academic courses. The schedule of final exam times is published at the beginning of the semester. Do not make plans to leave school before your scheduled final exam. I will not give any early finals except in extreme emergencies after students have provided documentation of said emergency.

Scholastic Honesty: I adhere to a strict policy regarding academic honesty. Anyone who is dishonest in any way will receive a zero on that assignment or exam with no opportunity to make up the zero and may be dropped from the course with a grade of F. Note that dishonest behavior includes both the act of copying someone else's work as well as allowing someone to copy your work. Both students are equally guilty and will be equally punished.

Electronic Communication/Entertainment Devices: Below is an excerpt from Clarendon College Policy 1541.

...Cell phones, pagers, and other personal electronic devices must be off and out of sight in classrooms, laboratories, the library, study spaces, and other academic settings and during such events as plays, concerts, lectures, and College ceremonies...These electronic devices may be turned on and set on silent mode only with the expressed consent of the instructor...faculty members may have individual policies related to cell phones, pagers, and other personal electronic devices outlined in their syllabi...(that) may include penalties for violation...

Cellphones: Cellphone use is prohibited. They must be turned off or on silent and in your backpack, purse, or pocket. No calls, no texting, and no internet access is permitted unless prior arrangements have been made with me.

Laptops/tablets: Laptops and tablets may be used in class only for appropriate purposes i.e. following the lecture powerpoint or taking notes. Inappropriate use, i.e. Pinterest, Facebook, or Twitter, will forfeit your privilege of using electronic devices. These devices will not be allowed during any exam or quiz. You will not be allowed to plug in a charger for any device during class. These devices are not necessary. All lecture powerpoints and notes will be posted under Course Documents on the class website of the Student Portal. You may print them and bring these pages to class.

Failure to comply with these rules will forfeit your privilege to use technology in the classroom and is grounds for dismissal from the class. You will receive a grade of F. A first offense will result in confiscation of the device for one day. A second offense will result in loss of the device for one week. A third offense will result in loss of the device for the remainder of the semester.

Accommodations: REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT: In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, any student who feels that he or she may need any special assistance or accommodation because of an impairment or disabling condition should contact the Associate Dean of Enrollment Services at 806-874-4837 / janean.reish@clarendoncollege.edu or visit the Clarendon campus at Clarendon College. It is the policy of Clarendon College to provide reasonable accommodation as required to afford

equal educational opportunity. It is the student's responsibility to contact the Associate Dean of Enrollment Services.

Nondiscrimination Policy: Clarendon College, in accordance with applicable federal and state law, prohibits discrimination, including harassment, on the basis of race, color, national or ethnic origin, religion, sex, disability, age, sexual orientation, or veteran status. It is the policy of Clarendon College not to discriminate based on gender, age, disability, race, color, religion, marital status, veteran's status, national or ethnic origin, or sexual orientation. Harassment of a student in class, i.e., a pattern of behavior directed against a particular student with the intent of humiliating or intimidating that student will not be tolerated. The mere expression of one's ideas is not harassment and is fully protected by academic freedom, but personal harassment of individual students is not permitted.

Withdrawal: If you decide that you are unable to complete this course or that it will be impossible to complete the course with a passing grade, you may drop the course and receive a "W" on your transcript instead. Withdrawal from a course is a formal procedure that you must initiate. If you do not go through the formal withdrawal procedure, you will receive a grade of "F" on your transcript. A student is permitted to drop a course if he/she obtains an official drop slip from the office and has the instructor sign the slip before the 12th class week.

Remember, a student is only allowed to drop the same class twice before he/she will be charged up to triple the tuition amount for taking the class a third time or more. Furthermore, beginning with the Fall 2007 semester, students in Texas may only drop a total of 6 courses throughout their entire undergraduate career. After 6 courses, he/she will no longer be able to withdraw from any classes.

If you think you need to drop this course, please talk with me about it first. It is possible that there is something you can do to still pass the course. Don't hurt your chances for a passing grade in the course by not attending labs or taking exams before we have discussed your situation.

The last day to withdraw from this course with a "W" is November 13th.

Studying: This course covers a lot of material and will move fast! Make sure that you do not get behind and schedule for regular study time. Needed study time will vary individually, but at least 8-10 hours per week is recommended outside of class. The purpose of lecture is to further explain and reinforce comprehension of the reading material. It is in your best interest to complete reading assignments before coming to class. If you are having trouble with a topic or particular problems, please contact me for an appointment during office hours.

Grievances/Appeals: If you have a dispute concerning your grade or policies in this class, it is the student's responsibility to contact the instructor to discuss the matter. Should things remain unresolved, please follow the procedures described in the Clarendon College Student Handbook or College Policy Manual.

Anatomy and Physiology I – Fall 2025

Week of	Lecture Topics	Lab Activities
Aug 25 th	Class begins August 25th. Welcome to Class, Syllabus, Introduction to Student Portal, and First Assignment. Course Contracts Due on August 25th. Quiz: Lab Safety Chapter 1: An Introduction to the Human Body (Sections 1.1 – 1.3)	Lab Safety and Protocol Exercise 1: The Language of Anatomy
Sep 2 nd	Ch 1: An Introduction to the Human Body (Sections 1.4 – 1.7) Quiz: An Introduction to the Human Body	Exercise 2: Organ System Overview
Sep 8 th	Ch 3: The Cellular Level of Organization Quiz: Cellular Level of Organization	Exercise 3: The Microscope Exercise 4: The Cell – Anatomy and Division <u>Lab Practical 1</u>
Sep 15 th	Ch 4: The Tissue Level of Organization Quiz: The Tissue Level of Organization <u>Unit 1 Exam (Chapters 1-3)</u>	Exercise 6: Classification of Tissues
Sep 22 nd	Ch 5: The Integumentary System Quiz: The Integumentary System	Exercise 7: The Integumentary System <u>Lab Practical 2</u>
Sep 29 th	Ch 6: Bone Tissue and the Skeletal System Ch 7: The Axial Skeleton Quiz: Bone Tissue and the Skeletal System	Exercise 8: Overview of the Skeleton Exercise 9: The Axial Skeleton

Oct 6 th	Ch 8: The Appendicular Skeleton Quiz: The Appendicular Skeleton	Exercise 10: The Appendicular Skeleton
Oct 13 th	Ch: 9: Joints Quiz: Joints	Exercise 11: Articulations and Motions <u>Lab Practical #3</u>
Oct 20 th	Ch 9: Muscular Tissue Quiz: Muscular Tissue	Exercise 12: Microscopic Skeletal Muscle
Oct 27 th	Ch 11: The Muscular System Quiz: The Muscular System <u>Unit 2 Exam (Chapters 4-9)</u>	Exercise 13: Gross Anatomy of the Muscular System
Nov 3 rd	Chapter 12: The Nervous System and Nervous Tissue Quiz: The Nervous System	Exercise 15: Histology of Nervous Tissue
Nov 10 th	Ch 13: Anatomy of the Nervous System Quiz: Anatomy of the Nervous System <u>Unit 3 Exam (Chapters 10-12)</u>	Exercise 17: Gross Anatomy of the Brain and Cranial Nerves Exercise 19: The Spinal Cord and Spinal Nerves
Nov 17 th	Ch 14: The Somatic Nervous System Quiz: Somatic Nervous System	Exercise: Sheep Brain Necropsy
Dec 1 st	Ch 15: The Autonomic Nervous System Quiz: The Autonomic Nervous System <u>Unit 4 Exam (13-15)</u>	<u>Lab Practical #4</u>
Dec 8 th	Final Exam	

Clarendon College

Division of Science and Health

BIOL 2301 and BIOL 2101:

Biology for Science Majors I

Class Contract



I, _____, have printed and have read the syllabus for **BIOL 2301 and BIOL 2101: Anatomy and Physiology I** taught during the Fall 2025 semester by Kelli Bird and agree to abide by the policies written in it. I understand the policies of class attendance, lab attendance, dropping the course, academic honesty, and general class behavior and understand the consequences of failing to comply with these policies.

Student Signature

Date