

### Course Syllabus

LEVELLAND CAMPUS

**COURSE:** SCIT 1407 Applied Anatomy I (4:3:3)  
**SEMESTER:** Fall 2024  
**CLASS DAYS:** M/W  
**CLASS TIMES:** 1:00-3:00

#### INSTRUCTOR INFORMATION

Name	Phone Number	Email	Office	Office Hours
Jackie Underwood	806.716.2470	<a href="mailto:junderwood@southplainscollege.edu">junderwood@southplainscollege.edu</a>	AH 103B	As Posted

“South Plains College improves each student’s life.”

#### GENERAL COURSE INFORMATION

\*It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus. \*

#### COURSE DESCRIPTION

An applied systematic study of the structure and function of the human body. Includes anatomical terminology, cells, tissues, and the following systems: integumentary, skeletal, muscular, nervous, and endocrine. Emphasis on homeostasis.

**COREQUISITE COURSES Required for application to the PTA Program:** Math 1314, ENGL 1301, HUMA

#### STUDENT LEARNING OUTCOMES

At the completion of the semester students will: Identify the structure and explain the function of cells and tissue; identify the components and explain the physiological mechanisms of the following body systems: integumentary, skeletal, muscular, nervous, and endocrine; and apply anatomical terminology to describe the processes these systems use to maintain homeostasis of the human body.
1. Construct, define, and utilize medical terms related to anatomy & physiology using word roots, suffixes, prefixes.
2. Explain anatomical planes, positions and movements related to anatomy & physiology
3. Describe the basic function of the cardiovascular and respiratory systems. <ol style="list-style-type: none"> <li>Identify the anatomy of the human heart</li> <li>Describe the path the blood takes through the vascular system</li> <li>Differentiate between arterial and venous components of the vascular system</li> <li>Explain the blood flow through the heart</li> <li>Identify the basic components of the respiratory system</li> <li>Describe the various skeletal structures related to the respiratory system</li> <li>Explain the process of breathing</li> </ol>
4. Describe the basic function of the integumentary system. <ol style="list-style-type: none"> <li>Explain the importance of our skin</li> <li>Identify the components of the skin and the major structures within it</li> </ol>
5. Describe the basic function of the Endocrine system. <ol style="list-style-type: none"> <li>Explain the importance of our hormones</li> <li>Identify the major producers and effects of hormones</li> </ol>
6. Describe the basic function and anatomy of the neuro-muscular system <ol style="list-style-type: none"> <li>Identify the major structures of the nervous system</li> <li>Differentiate between sensory, motor and autonomic nerves and their role in physiology</li> <li>Differentiate between the central and peripheral nervous systems</li> </ol>
7. Identify the major bones and muscles and their actions related to movement of the body regions. <ol style="list-style-type: none"> <li>Identify the bones by name and location of the head / neck, back, upper extremity and lower extremity.</li> <li>Recognize important surface anatomy and landmarks associated with all the regions of the body.</li> <li>Demonstrate action of the muscles of the head / neck, back, upper extremity, and lower extremity.</li> <li>Identify the origin &amp; insertion of each of the muscles</li> <li>Identify the innervation of each of these muscles.</li> </ol>

8. Identify the innervations of the muscles of the body's regions including head/neck, back, lower extremity, and upper extremity.
  - a. Identify nerves making up the Brachial Plexus
  - b. Identify innervations for the upper extremities and lower extremities
  - c. Demonstrate knowledge of cranial nerves

**OUTCOME ASSESSMENT METHODS**

Computer-based exams, written exams, written assignments, quizzes, Lab exams/quizzes, and other assignments and projects as assigned.

FORMATIVE ASSESSMENTS INCLUDE

- ❖ Classroom and Lab participation
- ❖ Weekly assessment
- ❖ Pop quizzes
- ❖ Assignments

SUMMATIVE ASSESSMENTS

- ❖ 4- Lecture exams

**GRADING FORMULA**

<b>Assignment Totals</b>	<b>Average of all course assignments</b>	<b>5%</b>
<b>Lecture Exam Totals</b>	<b>Average of Lecture Exams + Weekly &amp; Pop quizzes</b>	<b>90%</b>
<b>Professionalism</b>	<b>Score based on Professionalism Rubric</b>	<b>5%</b>
	<b>Total</b>	<b>100%</b>

<b>Percentage</b>	<b>Grade</b>
<b>90-100%</b>	<b>A</b>
<b>80-89%</b>	<b>B</b>
<b>70-79%</b>	<b>C</b>
<b>74.9% and Below</b>	<b>F</b>

**Grading Policy**

Students who fall below 70% of the passing requirements will not be eligible to apply to the PTA program.

**ASSIGNMENT POLICY**

All assignments must be completed by the assigned due date. Late and/or incomplete work may be accepted, but with grade deduction per day up to 3 days and a grade of zero will be recorded at that time. Assignments, quizzes, exams, and skills checks missed due to an unexcused absence will be made up only with advanced notification of illness or emergency situation. Assignments are due by the assigned dates and times in Central Standard Time (CST) on the class schedule. Students should contact faculty prior to the due date and time if they anticipate material will be late. Please note contacting faculty will not guarantee the receipt of an extension for the assignment. Please allow enough time for preparation and submission of each assignment prior to the scheduled due date to avoid issues with technology. Failure to complete any assignment by the due date will result in professional point deductions on final grade. Assignments must be uploaded to Ultra as a Word Doc or PDF and labeled with assignment title and student name.

**EXAMS POLICY**

The lecture exams will be administered via computer to prepare students for the rigor of the PTA Program. Possible pop quizzes may be handwritten which will encourage memory and mastery of the material.

Additionally, many exam questions will be constructed to engage in critical thinking, allowing students to prepare for the rigors of high stakes testing format.

**ASSESSMENT USED BUT NOT LIMITED TO:**

1. Lecture Exams
2. Quizzes
3. Comprehensive final exam

**The exam policy includes the following:**

- ❖ All summative assessments will be proctored by SPC faculty/Staff
- ❖ Personal belongings are not allowed to be open or on the desk during testing.
- ❖ Pencils and scratch paper will be issued to students prior to the exam. These items must be returned prior to the exiting testing area.
- ❖ Cell phones and/or smart watches will be placed in a basket at the front of the room during testing.
- ❖ Students must adhere to testing rules.
- ❖ Hats or hoodies may not be worn.
- ❖ Talking will not be permitted; questions will be answered by an instructor.

- ❖ Any action interpreted as cheating by facilitating instructor may result in immediate removal from testing lab, a zero recorded for the test grade and possible restrictions on applying to the PTA Program.

## SPC CAMPUS STATEMENTS

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, and Campus Concealed Carry, please visit: <https://www.southplainscollege.edu/syllabusstatements/>

## STUDENT CONDUCT

### Academic Integrity

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

- ❖ **Cheating** - Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.
- ❖ **Plagiarism** - Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.
- ❖ Complete honesty is required throughout all aspects of coursework, including quizzes, final examinations, and any assignment/work used to assess knowledge and skill. Any assessment receiving a score of 0 or F due to cheating may result in the student being dropped from the course.

### Class/Lab Attendance Policy

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

- ❖ When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.
- ❖ Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.
- ❖ It is the student's responsibility to verify administrative drops for excessive absences through Texan Connect using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

[http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class\\_Attendance](http://catalog.southplainscollege.edu/content.php?catoid=47&navoid=1229#Class_Attendance)

- ❖ Absence-
  - ❖ If student misses more than 30 minutes of scheduled class time the student will be counted absences.
    - Excessive Absences – >3 with counseling after 2<sup>nd</sup> absences
  - ❖ Tardy-
    - any time after class starts or returns from break. Notification prior to official class time will be considered on an individual basis.
    - 2 tardy = 1 absence
  - ❖ Any absence from class should be reported to the instructor in advance whenever possible, or as soon as possible after the absence. This allows instructors to provide necessary support and address any missed coursework.

## COMMUNICATION

Electronic communication between the instructor and students in this course will utilize the South Plains College “My SPC” and email systems. Text messaging may also be used for communication. The instructor will not initiate communication using private email accounts. Students are encouraged to check their SPC email on a regular basis, ideally daily, and respond to emails and text messages promptly, within 24 hours. Students will have access to assignments, web links, handouts, and other vital course material delivered via Ultra and other electronic means.

- ❖ If any student encounters difficulties accessing the Ultra or their email, they should promptly contact the instructor for guidance. The instructor is committed to working with students to ensure they have access to the necessary class content located on the course website and other electronic platforms.
- ❖ This policy aims to facilitate effective and efficient communication between the instructor and students, promoting a seamless learning experience.
- ❖ If experiencing technical issues, the student can contact the Help Desk by calling 806-716-2600

## EMAIL

Students are required to use their official South Plains College (SPC) email addresses for all college-related communications. Official SPC email addresses are provided to each student upon enrollment and are the primary means of communication between students, faculty, and the college.

- ❖ **Email Etiquette:**
  - Students are expected to maintain a professional and respectful tone in all email communications with faculty, staff, and fellow students. Offensive, disrespectful, or inappropriate language in emails is strictly prohibited.
- ❖ **Email Security:**
  - Students should take steps to protect their email accounts. This includes using strong, unique passwords and not sharing email login credentials. If students suspect their email accounts have been compromised, they should report it immediately to the college's IT department.
- ❖ **Check Email Regularly:**
  - Students are encouraged to check their official SPC email accounts regularly. Important announcements, updates, and notices from instructors, administrative departments, and the college as a whole are communicated through these accounts.
- ❖ **SPC Alerts:**
  - Students are automatically enrolled in SPC Alerts, which is an emergency notification system. Students are encouraged to ensure their contact information is up to date in SPC Alerts to receive important safety and emergency notifications.
- ❖ **Email Support:**
  - If students encounter technical issues with their SPC email accounts or need assistance with email-related concerns, they should contact the college's IT support services for assistance. A social media policy for health sciences students should help students understand the responsible and professional use of social media platforms, especially given the sensitive nature of healthcare and patient information. Here is a sample social media policy for health sciences students:

## SOCIAL MEDIA

The PTA program has a Facebook page at <https://www.facebook.com/South-Plains-College-PTA-270314052992426/?ref=bookmarks> In addition to the South Plains College website; this Facebook page will be used to keep students up-to-date on program activities, weather delays, South Plains College announcements and will help with program recruitment. “Liking” the South Plains College PTA Facebook page is not mandatory, nor are personal Facebook accounts, to access this page.

- ❖ Clinical site and patient information should not be shared on any social media platform. Sharing this information can lead to dismissal from the PTA program.

## CELL PHONE/SMART WATCHES

- ❖ Cellphones must be put away and turned **OFF** or put on **silent** during scheduled class/lab periods unless prior approval has been given by the instructor. Cell phones are to be used **outside** of the classroom while class is in session. This includes text messaging and internet browsing.
- ❖ Students will be dismissed from class/lab and sent home if a phone continuously rings/vibrates or if the student is discovered texting or browsing the internet. If dismissed from class, the student will receive an **absence** for the day.
- ❖ **EMERGENCY MESSAGES:** In the event of an emergency during normal class schedule, the student should notify their family to call the Nursing Office at (806) 716-2391 or (806) 716-2193. Class will not be interrupted unless it is an emergency, so the family members must identify themselves and state that it is an emergency to get immediate action.
- ❖ For emergencies during clinical rotations, the student should notify their family to call and leave a message or text (identifying who they are and who they need to get in touch with for an emergency) to the number or numbers provided in the clinical course syllabus and/or on the clinical course schedule.

## RESOURCES

### Text Book

ISBN #: 978-0-9982663-6-7: Applied Anatomy & Physiology for Manual Therapists,

ISBN #: 978-0-9987850-6-6: Trail Guide to the Body

### COURSE SUPPLIES

- ❖ Technology and access to internet
- ❖ Washable crayon markers and baby wipes

### SCIT 1407 Applied Anatomy and Physiology 1 [2024]

M / W 1:00-3:00

DATE	TOPIC- Monday	TOPIC Wednesday	READING Applied Anatomy for the Manual Therapist	ASSIGNMENTS & Due Sunday 11:59 PM
		Exam 1 materials		
<b><u>WEEK 1</u></b> <b><u>8/26-9/1</u></b>	Syllabus Review Schedule Review Ultra-Review	Introduction to A & P and Terminology	Chapters 1-2 Getting started The basics Tissues	Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 2</u></b> <b><u>9/2-9/8</u></b>	Labor Day Holiday	Chemistry, Cells and Tissues; Body Membranes and Integumentary System	Chapter 3-4	RQ week 2 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 3</u></b> <b><u>9/9-9/15</u></b>	Skeletal System	Skeletal Lab Day	Chapter 5	RQ Week 3 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 4</u></b> <b><u>9/16-9/22</u></b>	Muscular system [you will need the Trail Guide to the Body]	<b>Exam 1</b> <b>9/20 1-3 PM</b>	Chapter 6	RQ week 4 Using the learning objectives at the beginning of each chapter create reading summary
		Exam 2 materials		
<b><u>WEEK 5</u></b> <b><u>9/23-9/29</u></b>	LE Muscles	LE Muscle Lab	Chapter 6- Muscle grouping charts	RQ Week 5 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 6</u></b> <b><u>9/30-10-6</u></b>	Trunk and Neck	Trunk and Neck Lab	Chapter 6 – Muscle grouping	RQ Week 6 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 7</u></b> <b><u>10/7-10-13</u></b>	UE	UE Lab	Chapter 6 Muscle groupings	RQ Week 7 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 8</u></b> <b><u>10/14-10/20</u></b>	Nervous system	<b>Exam 2</b> <b>10/18 1-3 PM</b>	Chapter 7	RQ Week 8 Using the learning objectives at the beginning of each chapter create reading summary
		Exam 3 Materials		
<b><u>WEEK 9</u></b> <b><u>10/21-10/27</u></b>	Neuromuscular and Myofascial connection	Lab time	Chapter 8	RQ Week 9

				Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 10</u></b> <b><u>10/28-11/3</u></b>	Endocrine	Lab time	Chapter 9	RQ Week 10 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 11</u></b> <b><u>11/4-11/10</u></b>	Cardio Vascular/ Lymphatic system	Lab Time	Chapter 10-11	RQ Week 11 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 12</u></b> <b><u>11/11-11/17</u></b>	Immunity and healing	<b>Exam 3</b> <b>11/15 1-3 PM</b>	Chapter 12	RQ Week 12 Using the learning objectives at the beginning of each chapter create reading summary
		Exam 4 Materials		
<b><u>WEEK 13</u></b> <b><u>11/18-11/24</u></b>	Respiratory system	Thanksgiving	Chapter 13	RQ week 13 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 14</u></b> <b><u>11/25-12/1</u></b>	Digestive System	Open Lab Day	Chapter 14	RQ Week 14 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>WEEK 15</u></b> <b><u>12/2-12/8</u></b>	Urinary System	Review	Chapter 15	RQ Week 15 Using the learning objectives at the beginning of each chapter create reading summary
<b><u>Week 16</u></b> <b><u>12/15-12/22</u></b>	<b>Exam 4</b> <b>Comprehensive</b> <b>Final 12/11 1-3</b> <b>PM</b>			