Syllabus: Body Systems
Course Number: NURA 1407
Semester & Year: Spring 2014

Instructor Information:

Name: Cheryl Waloshin, RN
Office: CDC Room 500
Telephone: 903-824-1390
E-mail: Cheryl.Waloshin@TexarkanaCollege.edu
Office Hours: Tu & Th 2:30-4:00; Fr 12:00-3:00. **Call for an appointment**

\*\* Please feel free to contact me concerning problems experienced in this course. Do not wait until you have received a poor grade before asking for assistance. Your performance in this class is important to me.

Textbook Information:

Title: *Anatomy and Physiology for Health Professionals*

Author: Jahangir Moini

ISBN 13 9-781449-679392

Publisher: Jones & Bartlett Learning

Course description

This course covers a basic study of the structures and functions of the human body.

 Student Learning Outcomes for the Course:

Upon successful completion of this course, the student will be able to:

1. Identify the structures of body systems.

2. Describe the purpose and functions of each body system.

3. Discuss correlation among body systems.

4. Describe the effects of aging on each body system.

5. Describe how various disease processes affect body systems.

6. Identify developmental and functional problems affecting body systems.

## Course Content Outline

| Date | Unit/Chapter | Content |
| --- | --- | --- |
|  | No class | MLK Day |
|  | Class begins | Orientation |
|  | Ch. 1-2 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 3-4 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 5 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 6 & 7 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 8 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 9 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 10 & 11 |  |
|  |  | Oral presentation handout due to instructor |
|  | No Class | Spring Break |
|  | Oral Presentations | Student Presentations in Class |
|  | Chapters 1-11 | Midterm Exam |
|  |  | Body system project topic due to instructor for approval  |
|  | Ch. 12 & 14 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 13 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 15 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 16 & 17 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 18 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 19 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  | Ch. 20 | Lectures, weekly quizzes, skills assignments/practice/assessments |
|  |  | Body system project due |
|  | Ch. 1-20 | Final Exam |

Oral Presentation:

This course will cover many aspects of human body systems. Each student will be responsible for developing a 10 minute presentation related to the anatomy and physiology of a human body system. The topic will cover an aspect of human and physiology and must be approved by the instructor by **February 1st**. Presentations will be given the week of **March 18th**.

The students must develop a handout to go along with the presentation. The handout can be an illustration, outline, PowerPoint, fact sheet, FAQ sheet, etc., and MUST be turned in the instructor **no later than March 8th**. The instructor will copy handouts for classmates before the presentation date.

Body System Project

The students must get their semester project topic approved by the instructor by **March 29th**. The project is due by **May 10th**. The semester project must cover a topic related to a disease process, developmental or functional problem affecting a body system.

The paper must be four (4) full pages double-spaced using Times New Roman or Arial type face in 12 font. A minimum of 3 (three) resources must be used as references. The reference page does not count as part of the body of the paper. Research your topic and discuss how the problem you chose affects the body system.

Course Requirements

1. **Attendance**

Attendance will be taken at the beginning of each class period. A student who is up to 15 (fifteen) minutes late for class will be given a tardy. Students who are late will be required to sign in on instructor’s attendance folder with time of arrival. After 3 (three) tardies, one absence will be assigned. Students who are more than 15 (fifteen) minutes late for class will be counted absent.

Absences from scheduled classes maybe detrimental to the academic performance of the student. Students will be allowed 5 (five) absences

and on the 6th (sixth) absence, students may be dropped from the class. The reason at the 6th absence is at the discretion of the instructor. Material missed is the responsibility of the student to go over on their own time.

Classroom Conduct

All students are required to practice courteous, respectful, and cooperative behavior at all times. This is the norm in higher education and workplace environments.

Food and drink in classroom is at the discretion of the instructor.

Cursing or use of foul or derogatory language will not be permitted in the classroom, in the building, or on campus. Use of these may result in immediate dismissal from the course, program and/or Texarkana College.

Cell phones must be on silent and not used in the classroom. Using a phone in class (this includes texting) will result in a warning the first time. For every incident following the warning, the student will be asked to leave classroom, which will be **counted as an absence**. If a test or quiz is interrupted by a ringing phone, the student will also be asked to leave which will constitute **a grade of “0” (zero) on the test or quiz as well as an absence.**

There will be no talking during lecture time. The student may be dismissed from the classroom with a **resulting absence**.

Students laying their head down or closing their eyes will be counted absent. They will not be awoken to avoid disrupting the class. Participation and attention are imperative for success in class.

Students are expected to dress in a professional manner for class. **No pajamas, slippers, or revealing clothing is allowed**. This means cleavage, abdomens and buttocks should be completely covered at all times.

Students are to address all instructors, agency personnel, visitors, guests, and classmates with respect and in a professional manner. This is the RULE not the EXCEPTION.

Students may not leave the room without permission from the instructor. **Leaving without permission will result in an absence**.

Students must have books for class.

No electronic devices (computers, iPads, MP3 players, etc.) will be allowed in classroom without permission from the instructor.

Children are not allowed to come to class with parents. Children are not allowed to sit in hallways or common areas and wait on parents.

Students are not allowed to put their feet up on chairs or other furniture.

Cheating or copying work will not be tolerated. Any student caught cheating or copying another student’s work will be subject to disciplinary action after investigation by the Dean of Students. Proven violations will result in the student being dropped from the class with an “F” average. A student who gives their work to another student to copy will receive a “0” (zero) on the assignment.

Violations of classroom and college policies will result in a documented write-up on an Incident Form. Each student will be allowed 3 (three) write ups. After 4 (four) incidents the student may be dropped from the course. All incidents are forwarded to the Dean of Students who may schedule a meeting to discuss the incident.

For additional information on college policies, see the Texarkana College Student Handbook.

1. **Drop Date**

The drop date will be announced in class and can be obtained from the Admission’s Office in the Administration Building.

1. **Classroom Evaluation**

Students will be required to be in class as outlined by program schedule and attendance policy above.

Students must complete homework, projects, and assignments on time to be graded. Late work may result in a grade of “0” (zero). Acceptance of late assignments is at the discretion of the instructor.

If a student misses an assignment, quiz, etc. due to an absence, it is the student’s responsibility to contact the instructor to get the due date. All missed assignments must be completed and handed as directed by the instructor. Failure to do so will result in a “0” (Zero).

Weekly quizzes are an evaluation of content given in class. Quizzes may or may not come with advance notice. If a student misses a quiz or exam due to absence, it is the student’s responsibility to contact the instructor about scheduling a make-up time. Missed quizzes or exams must be made-up at the time designated by the instructor.

The midterm exam will be comprehensive analysis and include all subject material covered in the first half of the course. This exam will be given the week of March 18th. Exact date will be announced in class.

The final exam will be a comprehensive analysis and include all subject material covered in the entire course. The final will be given the week of May 13th. The exact date will be announced in class.

1. **Grade Calculation**

**The student’s final grade for the semester will be determined by the following**:

| **Activity** | **Percentage** |
| --- | --- |
| Quizzes, exams, classroom work, homework assignments | 40% |
| Oral Presentation | 15% |
| Body System Project | 15% |
| Mid-term exam | 15% |
| Final exam | 15% |
| Total | 100% |

**Grading Scale:**

| Grade  | Points |
| --- | --- |
| A | 90-100 |
| B | 80-89 |
| C | 70-79 |
| D | 60-69 |
| F | 59-below |

Security

Please keep your vehicle locked whenever you are away from it. Make sure you don’t leave any valuables in plain sight (purse, phone, and laptop). We want you to be safe. You must acquire a TC parking permit and display it in your vehicle. You must also have a TC student ID badge and keep it with you at all times.

**Campus police EMERGENCY line: (903) 798-3330**

Academic Integrity Statement

Scholastic dishonesty, involving but not limited to cheating on a test, plagiarism, col­lusion, or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped

This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including dual credit campuses. This information can be found in the [Student Handbook](https://texarkanacollege.edu).

Disability Act Statement

Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Larry Andrews at 903.823.3283, or go by the Recruitment, Advisement, and Retention Department located in the Administration building for personal assistance.

If you have an accommodation letter from their office indicating that you have a disability which requires academic accommodations, please present it to me so we can discuss the accommodations that you might need for this class. *It is best*

*to request these changes at the beginning if not before the start of class* so there is ample time to make the accommodations.

For more information checkout [Assistance for Students with Disabilities](https://www.texarkanacollege.edu/ada-assistance/) on the college’s website.

Financial Aid

**Attention:** Dropping this class may affect your funding in a negative way!! You could owe money to the college and/ or federal government. Please check with the Financial Aid office before making a decision.

STUDENT RETETION AND SUPPORT

A student retention specialist is available for every student enrolled in the Certified Nurse Assistant program. Susan Fratangelo will help you with study skills, referral to Student Support Services, resume writing, job interview skills, direction to social support programs, and other services. Mrs. Fratangelo can be contacted at Susan.Fratangelo@TexarkanaCollege.edu or at 903-823-3412. Her office is located in the Health Occupations building.

Student Support Services’ Information

Student Support Services is a federally funded program designed to give a helping hand to Texarkana College students who show potential for success in college, but who need assistance in their efforts. Students entering the program have a variety of needs encompassing economic, academic, cultural, and handicapped challenges. Student Support services can help you by offering career information, tutoring, study skills, and college transfer information.

Student Support Services
Career Education Center, Room 106
2500 N. Robison Road
Texarkana, Texas 75501

903-823-3381

Office Hours
8:00am to 5:00pm, Monday - Friday

“This workforce solution was funded by a grant awarded by the U.S. Department of Labor’s Employment and Training Administration. The solution was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.”

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# SYLLABUS AGREEMENT

If you have any questions about this syllabus or the course in general, ask the instructor before you sign this document.

HPRS 1304 Basic Health Professions Skills

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, (print name) have read the course syllabus, the course outline, schedule, course grading requirements, and methods of evaluation. I have had each explained to me by the instructor either verbally, or by email on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

By signing this form I agree to comply with the classroom/online policies, expectations, and rules listed and accept the outline for this class.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNATURE DATE

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINT NAME

Received by the instructor on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DATE

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