



Course Syllabus

Course Information

BIO-216 Human Anatomy and Physiology II

- 4 Credit Hours
- Online, Asynchronous

Instructor Information

Instructor Name:

Email Address:

Office Hours: If you need to contact me directly, I prefer that you email me. Please allow 24 hours for me to respond to emails Monday through Friday and 48 hours on the weekend

Communicating With the Instructor

When questions arise throughout the course, please remember to check the following resources for an answer before reaching out to me:

1. Course Syllabus
2. Announcements
3. The Question Center discussion board

Question Center Discussion

The Question Center Discussion is an excellent place to ask questions and get answers from peers and me. You are encouraged to post your questions here before contacting me unless it is a time-sensitive matter. If you have questions of a personal nature, such as relating to a personal emergency, questioning a grade on an assignment, or something else that needs to be communicated privately, you are welcome to contact me directly via email or phone.

Technology Help

If you have a question about the technology used in the course, please contact the Doane University Service Center for assistance; their contact information is listed later in the syllabus. If third-party tools are utilized in the course, please contact them directly.

Course Details

Catalog Description

A study of the structure and function of the human body, beginning with cells and tissues and then continuing with the study of the 11 major systems. Upon successful completion of these courses, students will have a solid foundation in human structure and function and be prepared for basic clinical coursework.

Course Prerequisites

- Must have a C- or better in BIO 110, BIO 111, and BIO 215, or permission

Course Textbook and Materials

Course books are delivered electronically and integrated into the course. If you require a physical textbook, please reach out bookstore@doane.edu.

Required

- [Anatomy & Physiology: The Unity of Form and Function](#)
 - 10th Edition
 - by Saladin, K. S.
 - Copyright 2023, McGraw Hill
 - ISBN-13: 9781265328627

Required Technology

- Canvas
- McGraw Hill Connect
- Kaltura (Video)
- YuJa Verity extension (Download requires Google Chrome (preferred), Opera, Microsoft Edge, or Brave)



Learning Objectives and Course Outline

Course Objectives

By the end of the course, you will be able to:

1. Describe the structure and function of major organ systems, including the cardiovascular, respiratory, lymphatic, endocrine, digestive, urinary and reproductive systems.
2. Explain the mechanisms of physiological processes, such as energetics, gas exchange, nutrient absorption, filtration, hormone regulation, and fluid-electrolyte balance, at both the cellular and systemic levels.
3. Analyze laboratory and diagnostic data, such as blood pressure readings, urinalysis, ECGs, and spirometry results, to evaluate organ system function.
4. Interpret clinical scenarios and apply anatomical and physiological knowledge to predict physiological responses to imbalances or diseases (e.g., heart failure, renal dysfunction, acid-base disorders).

Course Outline

Module	Topic	Assessments & Activities	Aligned Objectives
1	The Endocrine System	SmartBook Chapter 17 Assignment Endocrine Lab Family Endocrine Disorder Assignment Module 1 Quiz	Objectives for: <ul style="list-style-type: none">● Chapter 17.1 - 17.4 & 17.7
2	The Circulatory System: Blood and Heart	SmartBook Chapter 18 Assignment SmartBook Chapter 19 Assignment Labs: <ul style="list-style-type: none">● APR Heart● Blood: WBC Differential Count● Blood Typing● Cardiac Cycle● ECGs	Objectives for: <ul style="list-style-type: none">● Chapter 18.1 - 18.5● Chapter 19.1 - 19.6



Module	Topic	Assessments & Activities	Aligned Objectives
		<ul style="list-style-type: none"> Abnormal ECGs <p>I feel like there's an elephant sitting on my chest Case Study</p> <p>Module 2 Quiz</p>	
3	Blood Vessels, Lymphoid and Immune Systems	<p>SmartBook Chapter 20 Assignment</p> <p>SmartBook Chapter 21 Assignment</p> <p>Blood Pressure, Cardiovascular Physiology, Adaptive Immunity Lab</p> <p>Blood and Lymphatic Discussion</p> <p>Module 3 Quiz</p>	<p>Objectives for:</p> <ul style="list-style-type: none"> Chapter 20.1 - 20.4 & 20.7 - 20.8 Chapter 21.1 - 21.6
4	The Respiratory System	<p>The Barrel-chested Man Case Study</p> <p>SmartBook Chapter 22 Assignment</p> <p>Labs:</p> <ul style="list-style-type: none"> APR Respiratory Respiratory System - Concept Overview Physiology Interactive Measuring Lung Volumes Mechanism of Breathing Oxygen-Hemoglobin Saturation Curve Pulmonary Function Tests <p>Module 4 Quiz</p>	<p>Objectives for:</p> <ul style="list-style-type: none"> Chapter 22.1 - 22.4

Module	Topic	Assessments & Activities	Aligned Objectives
5	Urinary System and Fluid, Electrolytes, and Acid-Base Balance	SmartBook Chapter 23 Assignment SmartBook Chapter 24 Assignment Urinary System Anatomy Lab Glomerular Filtration Lab Urinary Tubular Reabsorption and Secretion Lab Urinary System & Acid-Base Balance Case Study Midterm Exam	Objectives for: <ul style="list-style-type: none"> Chapter 23.1 - 23.7 Chapter 24.1 - 24.3
6	The Digestive System	SmartBook Chapter 25 Assignment Human Digestive System Model Lab Digestive System Enzymes Lab Digestive System and Enzyme Overview Module 6 Quiz	Objectives for: <ul style="list-style-type: none"> Chapter 25.1 - 25.7
7	Nutrition and Metabolism	Nutrition and Metabolism Discussion SmartBook Chapter 19 Assignment Intro to Metabolism Lab Cellular Metabolism Lab Cellular Respiration - Measuring Energy Production in Plants Lab Yeast Fermentation Lab Module 7 Quiz	Objectives for: <ul style="list-style-type: none"> Chapter 26.1 - 26.5



Module	Topic	Assessments & Activities	Aligned Objectives
8	The Male and Female Reproductive System	SmartBook Chapter 27 Assignment SmartBook Chapter 28 Assignment Male and Female Reproductive System Anatomy Lab Endocrine System Dysfunction of Reproductive System Case Study Assignment Final Exam	Objectives for: <ul style="list-style-type: none"> • Chapter 27.1 - 27.5 • Chapter 28.1 - 28.6

Course Requirements

This is an online course, and there will **not be any face-to-face class sessions**. All communications, submissions of assignments, course interactions, and posting of grades will utilize Canvas LMS (<https://doane.instructure.com>). You must have a **reliable internet connection** throughout the course.

Attendance/Participation

Attendance in an online course means logging into Canvas regularly and participating in all the activities posted in the course. In addition, check your Doane University email account regularly, as I may send important information about the course.

Class Preparation

Preparation for class means reading the assigned readings and reviewing all information required for that module. You should plan to work on this course every day. Regular engagement is expected for online courses.

Netiquette Guidelines

At heart, netiquette (etiquette for the Internet) is simple, including good manners and business courtesy. Some of it may seem basic, but some infringements can result in major problems for others or create an unintended insult to another user. The guidelines are adapted from Virginia Shea's *The Core Rules of Netiquette* (1994). Please review the [Netiquette Guidelines](#) in the Student Resource Center for more information.



Computer Requirements

To successfully use Canvas, please refer to Doane University's [minimum computer requirements](#). This also includes:

- Reliable computer and internet connection
- A web browser (Chrome or Mozilla Firefox)
- Adobe Acrobat Reader (free)
- Word processing software—Microsoft Word or Google Docs
- Webcam and mic*

*A webcam is optional for privacy purposes during video conferencing and recording.

Campus Network or Canvas Outage

When access to Canvas is not available for an extended period of time (greater than one entire evening - 6 pm until 11 pm), you can reasonably expect that the due date for assignments will be changed to the next day.

Drop and Add Dates

If you feel it necessary to withdraw from the course, please contact your advisor for full details on the types of withdrawals available and their procedures.

Federal requirements state that students must complete 75% of the coursework to be eligible to receive an incomplete for the course. Students who fall more than two weeks behind cannot meet this requirement.

Access to Course

You can access the course in Canvas starting from the first day of the course and for 15 days after the term ends. If you need access beyond those 15 days, you must submit a request with a valid reason, which the administration must approve.

Academic Integrity

Fundamental to our mission, core values, and reputation, Doane University adheres to high academic standards. Students of Doane University are expected to conduct themselves in a manner reflecting personal and professional integrity. Disciplinary actions may be taken against students whose academic behavior is not congruent with the expectations of the University. Students are responsible for adhering to the standards detailed in this policy. Not being familiar with these standards does not mean that the students will not be accountable for adherence to them. Additional details on the



Academic Integrity policy for violating academic integrity are published in the undergraduate and graduate catalogs. Please review [Doane University's Academic Integrity Policy](#).

Course Grading

Submitting Assignments

Unless otherwise communicated to me, all assignments must be submitted via Canvas. Each assignment will have a designated place to submit your work. All materials, assignments, and deadlines are subject to change without prior notice. You are responsible for staying in touch with me and reviewing the course site, including Announcements, regularly to learn about changes to assignments or due dates.

Grading Scale

Assignment of letter grades is based on a percentage of points earned. The letter grade will correspond with the following percentages achieved. All course requirements must be completed before a grade is assigned.

- A+: 97-100
- A: 93-96
- A-: 90-92
- B+: 87-89
- B: 83-86
- B-: 80-82
- C+: 77-79
- C: 73-76
- C-: 70-72
- D+: 67-69
- D: 63-66
- D-: 60-62
- F: <60

Grading Scheme

The following outlines the weighted breakdown for how grades will be calculated:

- Lecture Assignments - 15%



- Lab Discussions - 20%
- Digital and APR Lab Activities - 10%
- Lecture Quizzes - 15%
- Lecture Exams (Proctored) - 40%

Total - 100%

Tutoring Services

Students will have access to a free tutor me service within their Canvas account. You can connect with a live free tutor or submit a paper to get feedback before submitting.

Proctored Assessments

This course **may contain proctored quizzes and exams, which are not optional**. For these proctored events, Doane uses YuJa Verity, a secure, online proctoring service that allows you to complete your exam from any chosen location at any time. Proctoring assures your instructor that any suspicious activity by test takers will be monitored and reported. The cost of the proctoring is included in the tuition and fees for this course.

Late or Missed Assignments

All assignments must be completed and turned in to finish the course.

Assignment & Assessment Feedback

Please allow 1-3 days for feedback on assignments. Be sure to review all of my feedback, as this will help you reflect on what you have learned while receiving suggestions for improvement.

Grade Appeals

Students who believe that their grade was miscalculated due to a mathematical error should contact the instructor within **ten (10) days of the grade posting**. Students are encouraged to talk with their advisor to offer an assessment of the concern and clarify the steps of the appeal process. More information is published in the [Undergraduate and Graduate Catalogs](#).

Support and Services

Technical Support

If you need technical assistance, please access the [Self-Service Portal](#). The help desk can be reached at 402-826-8411 or by email at helpdesk@doane.edu.



Accessibility Statement

In compliance with the Rehabilitation Act of 1973, Section 504, and the Americans with Disabilities Act of 1990, professional disability specialists and support staff at Doane University facilitate a comprehensive range of academic support services and accommodations for qualified students with disabilities. Doane University staff coordinate student transitions from high schools and community colleges, conduct in-service training for faculty and staff, enable the resolution of accessibility issues, conduct community outreach, and facilitate collaboration among Doane University staff on disability policies, procedures, and accommodations.

Accommodations & Disability Services

[Doane University's Disability Services Office](#) will guide accommodations and universal access. To request accommodation, please complete the [Self-Identification Form](#) and visit the website for additional information as soon as possible.

Academic Support

Doane University offers all of its students access to [Academic Support](#) services.

Title IX Requirements: Mandatory Reporting

At Doane, all university employees, including faculty, are considered Mandatory Reporters. As a Mandatory Reporter, I am required to report incidents of sexual misconduct and relationship violence to the Title IX Coordinator and, thus, cannot guarantee confidentiality. This means that if you tell me about an incident of sexual harassment, sexual assault, domestic violence, dating violence, stalking, and/or other forms of prohibited discrimination, I have to share the information with the University's Title IX Coordinator. My report does not mean that you are officially reporting the incident. This process is in place to ensure you have access to and are able to receive the support and resources you need. Please visit the [Campus Advocacy, Prevention, and Education \(CAPE\) Project](#) for additional information, including confidential resources.

Anti-Harassment Policy

Doane University, referred to as the "University," is committed to providing all University community members with a safe and non-discriminatory learning, living, and working environment. This policy addresses the University's responsibilities under Title IX, the Violence Against Women Reauthorization Act of 2013, and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"). More information is published in the [Student Handbooks](#).



Instructional Technology Accessibility and Privacy Policies

[Technology accessibility and privacy policies](#) are available on the Student Resource Center within the Canvas LMS.

Regular and Substantive Interaction

The U.S. Department of Education mandates that online courses include "regular and substantive interaction" (RSI) between students and instructors to be considered distance education. This course adheres to the RSI expected of all distance education courses. The course adheres to the regular component through

- a clear schedule of due dates for lessons, readings, and assessments, and
- an instructor of record who monitors student progress in the course and alerts the students who are not engaging adequately in the course.

The substantive interaction is achieved through

- assessment of students' work with feedback on a scheduled basis
- an active discussion board about course content monitored by the instructor
- providing information about the course content on a regular basis or in response to questions.

Syllabus Addendum & Disclaimer

I (the instructor) view the course syllabus as an educational contract between myself and each student. Every effort will be made to avoid changing the course schedule, but unforeseen events may make syllabus changes necessary. I reserve the right to make changes to the syllabus as deemed necessary. Students will be notified promptly of any syllabus changes via email or course site announcements. Please check your Doane University email and the course site announcements often.

Syllabus Changes

The instructor and Doane University reserve the right to change this course syllabus. All students will be notified of any changes.

Syllabus Addendum

Each student is responsible for knowing the policies, resources, and expectations specified in the [Doane Syllabus Addendum](#).

