BIO 311 ANIMAL PHYSIOLOGY
(4 Credit Hours)
FALL 2011

Instructor: Melissa A. F. Daggett, Ph.D.
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***All class related email correspondence must be through a MWSU email account.***
Course Information: Available on Mastering A & P website (Course ID: BIO311FALL2011)
Scheduled Office Hours: MWF 11:00 a.m. - Noon, Thursday 11:00 a.m.- 1:00 p.m.

COURSE INFORMATION
BIO 311 Animal Physiology
Lecture: MWF 10:00 - 10:50 a.m.
Laboratory: Monday 2:00 – 4:50 p.m. or Thursday 8:00 – 11:00 a.m.
FINAL DATE: Monday, Dec. 12th, 8:30 – 10:20 a.m.

Textbooks (REQUIRED):
Human Physiology: An Integrated Approach with MasteringA&P™, 5/E
Dee Unglaub Silverthorn, MasteringA&P™ Course ID: BIO311FALL2011

Textbooks (RECOMMENDED):
Student Workbook for Human Physiology: An Integrated Approach, 5th Edition
Why Zebras Don't Get Ulcers, 3rd Edition

COURSE DESCRIPTION
The physiological systems, their functions and interactions in animal physiology with emphasis on the human animal. An introduction to the dynamic functions of animals from the chemical and molecular mechanisms, which sustain cellular processes through the control systems responsible for homeostasis and the influence of these systems on the cellular function of organ and system operation. Laboratory investigation using selected biochemical and physiological preparations allows correlation of theory with experimental observations.

METHODS AND SCHEDULE
This course shall consist of a series of reading assignments, lectures, class discussion periods, projects, quizzes, exams and laboratory investigations. A variety of multimedia aids will be utilized including slides, videos, and computer simulations. Students will be required to use library and laboratory resources for obtaining journal and newspaper articles and for completing computer Internet assignments. A tentative lecture schedule is given at the end of this syllabus and is subject to change.

EVALUATION
This class includes both lecture and lab concurrently, so points from both lecture and lab portions of the course will be used to calculate the final grade. The term grade will tentatively be based on the following:
- 60% Lecture Exams
- 25% Assignments/Quizzes (includes both online and in-class work)
- 10% Laboratory Reports/Quizzes
- 5% Literature Review
The above will be graded no stricter than as follows:
A = 90-100%  B = 80-89%  C = 70-79%  D = 60-69%  F = 0-59%
ADDITIONAL COURSE INFORMATION FOR BIO 311

- **Attendance is required for every lecture and laboratory.** You are expected to attend all lectures and laboratories. If you cannot attend, it is your responsibility to obtain the missed information.
- **Conflicts due to extracurricular activities, including athletics, should be brought to the instructor's attention as soon as possible.** Failure to do so may result in a loss of points.
- **Exams:**
  - Exams will be given as scheduled on the syllabus and weighted equally, unless announced otherwise. The final exam will be comprehensive in nature.
  - The format of exams will be announced in class. Possible formats include multiple choice, fill in the blank, short answer, drawing and labeling figures or a combination of these formats.
  - Exams may reflect any material covered in lecture, lab or come from material presented through other assignments.
  - Exams must be completed during the scheduled allotted day and time. Students with disabilities that require special consideration, such as extra time for completing the exam, must provide the appropriate documentation from the Special Need Office and make prior arrangements well in advance of the exam date. This point applies to all other assignments and quizzes in lecture and lab.
  - **Make-up policy:** If an emergency prevents you from taking a scheduled exam you may take a make-up exam during the semester based on the following criteria:
    1. Notify the instructor by voice mail or email (giving your excuse) **before** the start of the scheduled exam.
    2. Arrange to complete the make-up exam ASAP. (You will not be able to return to lecture before arranging a date and time for the make-up exam.) Failure to appear on time for the make-up exam will result in a zero for that exam.
    3. All make-up exams may be different from the regular lecture exam, possibly essay in nature, and may be inherently more difficult than the exam given in class.

- **Assignments/Quizzes:**
  - Most assignments will be available through the Mastering A & P course website and will have a strict due date.
  - The availability of points for make-up assignments will be at the discretion of the instructor and will not be guaranteed full point value.
  - Quizzes may be announced or unannounced and may reflect any material covered in lecture, lab or come from material presented through other assignments.

- **Laboratories:**
  - Attendance at the regularly scheduled lab period will be strictly required and enforced.
  - Make-up laboratories are discouraged and available only at the discretion of the instructor and will not be guaranteed full point value. It is each student's responsibility to make arrangements with another lab member to obtain missed materials and information.
  - Some laboratories will require time scheduled outside your regularly scheduled lab time.
  - Changes to the laboratory schedule and instructions may occur during the semester to meet the flexible and unavoidable situations that arise during a laboratory. You will be required to keep yourself updated on a weekly basis to any changes. Changes will be announced at the beginning of the lab session and may not be repeated for those who arrive late.
  - A no food or drink policy in the laboratory will be strictly enforced. All food or drink containers must be closed and placed completely out of sight and not used during your time in the laboratory.

- **Literature Reviews:**
  - Details will be provided in class.
Students with Disabilities

- If you have been diagnosed with a disability or if you suspect that you may have a disability that has never been diagnosed and would like to find out what services may be available, please visit the Office of Disability Services (ODS) in Eder Hall, room 203N or visit the ODS website at http://www.missouriwestern.edu/ds/ as soon as possible. This syllabus, as well as all other printed or electronic materials, can be made available in alternative/accessible formats if requested with sufficient prior notice. Missouri Western is an equal opportunity/affirmative action institution.

Academic Honesty Policy

- **Academic Honesty Policy and Due Process:** Academic honesty is required in all academic endeavors. Violations of academic honesty include any instance of plagiarism, cheating, seeking credit for another's work, falsifying documents or academic records, or any other fraudulent classroom activity.
- Violations of academic honesty may result in a failing grade on the assignment, failure in the course, or expulsion from school.
- When a student's grade has been affected, violations of academic honesty will be reported to the Provost or the designated representative. Please see the Western Student handbook and Calendar for a full description of the Western Academic Honesty policy and the student due process procedure. The handbook is available online at http://www.missouriwestern.edu/handbook/index.pdf.
- **Violations of Academic Honesty:** Violations of academic honesty include, but are not limited to, the following activities:
  1. Copying another person's work and claiming it as your own;
  2. Using the work of a group of students when the assignment requires individual work;
  3. Looking at or attempting to look at an examination before it is administered;
  4. Using materials during an examination that are not permitted;
  5. Allowing another student to take your exam for you;
  6. Intentionally impeding the academic work of others;
  7. Using any electronic device to transmit portions of questions or answers on an examination to other students;
  8. Using any electronic device to improperly store information for an exam;
  9. Knowingly furnishing false information to the University or its representatives.
  10. Assisting other students in any of the acts listed above.

Classroom Professionalism:

Each student is expected to act in a professional, courteous, and respectful manner and help maintain a clean and safe learning environment for all. The use of any personal electronic devices (PDA, MP3 music player, cellular phone, etc.) during class time is prohibited unless otherwise indicated. Turn all such devices off upon entering the classroom or lab. Disruptions, disrespectful, or unsafe actions will result in dismissal from the course.

Disclaimer: The grading policy as well as lecture topics and exam dates are tentative and subject to change.