

BIO 2320- Human Anatomy and Physiology II
Fall 2000

Instructor: Dr. J. Simpson
Lecture: MWF 1:00-1:50 SI 212
Phone: (303) 556-3239, (303) 556-3213
Lab#: 52622 M 2:00-4:50 SI 211
Lab#: 52623 W 2:00-4:50 SI 211
Office Hours: T11:00 - 2:00, R 11:00 - 1:00
Required Text: Fundamentals of Anatomy and Physiology , 4th Ed., Frederic Martini

N.C. Policy

The assignment of the NC grade is done by Admissions and Records. It is entirely the student's responsibility to obtain the form, get the instructor's signature, and turn in the completed form to Admissions and Records before the deadline. If you simply disappear from class without going through the proper drop procedures, you will receive an automatic F. The NCI (No Credit Incomplete) grade will be assigned only after consultation with the instructor and with his approval (and at his discretion). The NC grade is NOT to be considered an incomplete unless specifically agreed upon as an incomplete in writing by the instructor and signed by both the instructor and the student BEFORE the end of the term in which it is given. Note the following dates that pertain to this class:

Last day to drop a class and have class deleted from academic record: 9/6/00. Last day to withdraw from a class and automatically receive an NC - faculty approval not required: 9/23/00. Last day to withdraw from a class and receive an NC - PROVIDED faculty approval is obtained: 10/27/00.

Students desiring a reasonable accommodation under the Americans With Disabilities Act must contact the instructor immediately to discuss their needs. Failure to notify the instructor, in a timely manner, of the need for reasonable accommodation may hinder the college's ability to assist the student in successfully completing the course.

Exams and Grades:

1. There will be 4 lecture exams for a total of 450 points. Exams 1,2,3, are each worth 100 points. The final is worth 150 points, and is cumulative. Lecture exams may consist of multiple choice, short answer and /or essay questions.
2. There will be 3 lab exams each worth 50 points (150 total). Lab exams will consist of short answer and identification questions. The lab, therefore, will be worth about 1/4th of your course grade.
3. The total number of points possible for the course is 600. Letter grades will be assigned on a percentage basis, as follows:
A = 540 - 600
B = 480 - 539
C = 420 - 479
D = 360 - 419
F = 359 or fewer points
4. There will not be any make-up exams allowed except for EXTENUATING circumstances. If this occurs, I MUST be notified in person or by phone message BEFORE the exam begins. Make-up exams may be essay tests.
5. Lab and lecture make-up exams MUST be taken within one week of scheduled exam date.

Beyond this one-week period no make-up exams will be allowed.

6. The room door closes 15 minutes after the start of class period on a lecture exam day and 5 minutes after the start of a lab test. No exams will be started after this time, and no make-up exams will be granted.
7. Cheating of any sort will result in a grade of F.
8. Lab attendance - Consistent and punctual attendance is strongly encouraged for those who wish to successfully complete this course. Lecture attendance will be taken sporadically and lab attendance will be taken daily, and will be added in as a bonus at the end of the term as follows: If you have no more than two absences you will have 1% added to your overall grade (example: 79% plus 1% bonus point equals 80%. 78.5% plus 1 % bonus point equals 79.5% which will be rounded up to 80%. 78.4% plus 1% bonus point equals 79.4% which will not be rounded up to 80%). If you are absent three or more times, you will receive no bonus points. To receive attendances credit, you must be in lab on time, must return from breaks on time, and must remain in lab until it is over. If you miss lab or class, it is your responsibility to find out what you have missed and get the material from another student.
9. Campus closure for snow days: Call (303) 556-2401 for a recording to find out if the campus is closed.