



Phone: 713-688-1361

Website: www.houstonisd.org/waltrip

Anatomy and Physiology:

Course Syllabus 2020-21

Instructor: Mr. Ernesto Gonzalez

Email: ernesto.gonzalez@houstonisd.org

Room: 3204

Office Hours: Monday (3:25pm-4:10pm) & Tues-Fri (1:50pm-2:35 pm)

Course description:

This course will explore key topics in Anatomy and Physiology, including the application of scientific processes, procedures and principles of investigation, evidence analysis, and the learning of Human Body Structure and Function. Through a variety of lessons including virtual instruction, hands-on, virtual labs, and analysis of fictional Lab Activities and scenarios students will learn about Anatomy and Physiology tools, technical resources, forming and testing hypothesis, proper data collection, and responsible conclusions. This course applies the many disciplines of Science, such as, Biology/Anatomy, Chemistry, and Physics to understand how our body works.

What students will see throughout this class:

- Students will utilize scientific terminology, principles and investigative processing which will prepare them for college and university laboratory science courses, as well as in technical fields.
- Students will understand proper laboratory techniques and safety considerations and equipment used in a modern Anatomy and Physiology or advanced analytical chemistry laboratory.
- Students will have the ability to employ the scientific method to detect, collect, observe, analyze, inquire, interpret, synthesize, research, problem solve and communicate the results of their scientific findings.

- **Students will strengthen their communication skills through maintenance of a properly documented laboratory notebook, individual and group research reports, experimental reports and oral presentations.**
- **Students will utilize computer and advanced technology tools to assist in detecting and collecting evidence, experiment simulations, analyzing the data, research and to develop online references.**
- **Students will investigate careers in Anatomy and Physiology and other related fields.**

Class-Time Procedures:

1. **During virtual instruction, the student must maintain engaged and participate as per the teacher's instructions. Phone use is allowed during class time only if it is the main source of connection to the class. Otherwise, during face to face instruction, use of phone is no longer needed nor allowed. More information on this matter will be shared once face to face instruction is in effect. All other times, student's laptops or home PCs are sufficient.**
2. **Student attendance during virtual instruction is required to receive full credit for assignments. However, other arrangements could be met with prior accord.**
3. **Once face to face instruction is in effect, students are required to wear masks at all times and keep the safe distance as per the CDC's recommendations.**
4. **Eating during class must be monitored to not disturb instruction. Please be safe of your surroundings to not cause "accidents" which could affect school property.**
5. **Use of the laptop and internet should follow teacher's instruction. Laptops must be charged the night before to make best use of.**
6. **Follow Bell Schedule.**
7. **Bring all materials necessary for class.**
8. **Be courteous and respectful to others. Give your full attention to others in discussions. Raise your hand and wait for acknowledgment before speaking. Respect the properties of other students, the teacher, and the school. Remain in your assigned seat unless you have permission to get up.**
9. **Be productive and participate in class. Ask questions, actively participate in class activities, laboratory exercises, and projects.**
10. **Follow the teacher's directions the FIRST time they are given.**

11. Pay attention to the instruction about voice level. Level 0=no voices; Level 2=inside conversation voice; Level 3=calling voice.

12. During face to face instruction, the student may be allowed to use the water closet using school hall pass, but no permission is given during a quiz or a test. If you need to leave, complete the "Hall Pass Sign-Out/In Sheet" by the door. Upon your return, enter the time in. Only one student will be allowed to leave the room at one time. If the student is gone for an excessive amount of time or fails to sign out, they will lose the hall pass privileges. This policy may change depending on classroom behavior and abuse of the privilege. Please take care of any personal needs during the passing periods.

Penalties for choosing to break a rule:

First Offense: Verbal warning.

Second Offense: Personal conference with the teacher.

Third Offense: Detention, completion of an action plan, and telephone call home. Fourth Offense: Detention, revise your action plan and parent/student/teacher conference.

Fifth Offense: Referral to the principal

Supplies (prepared by students, and bring to school no later than the 2nd week):

Student is responsible to bring the fully charged laptop for every class period,

Classroom notebook, spiral or lab/Composition type,

Your own writing utensils.

Grading Policy:

Tests/Projects/labs	40%
Classwork/assignments	30%
Quizzes	20%
Class Participation:	10%

How Grades are earned:

Note: This course will move at a rapid pace. Keep up with the class to succeed. Grades are earned, not given to student.

1. Tests and projects

Tests and Major Projects are in the same category. There will be at least two tests and one project per cycle (one cycle=6 weeks). Together, these are worth 40% of the cycle's grade. Students will be given adequate notice that a test will take place. Therefore, students must keep up with class to prevent the need for excessive study the night before a test. Please note: There are no retakes for tests.

Projects may take more than one class day to complete. It should be mainly completed outside of the class time. Rubric and due date are announced when the project is assigned. If the project is assigned as a group work, every student is required to participate. If presentation needs to be done as a group, every student must participate.

2. Laboratory activity and quizzes

This class is designed to include hands-on and laboratory exercises. Safety is the top priority. Every student must strictly follow lab and home safety rules. Before starting the lab, students are required to read and understand the lab procedure and complete the prelab work. If these requirements are not met, no lab is allowed and the maximum grade possible for the lab will be a "70%".

Lab reports are to be independently written. Only the data may be shared among group members. Lab reports should not be plagiarized! If found to be plagiarized, the assignment will receive an automatic "0%" for the lab grade and the students (both the student copied from and the student who copied) will be referred to the Dean's Office for cheating. Due to the nature of the labs, an alternative lab assignment may be necessary in some case if a lab is missed.

Quizzes will be over class material, lectures, book chapters, lab, and homework. During face to face instruction, All electronic devices are ABSOLUTELY PROHIBITED during test and quiz. Graded tests and quizzes cannot be taken outside of the classroom. Some tests, quizzes, and assignments will not be re-leased, but students are welcome to review their answers.

3. Class assignments will include, but are not limited to:

- **Notebooks for daily notes in-class**

- Miscellaneous daily assignments meant to review in-class learning
- Chapter reviews meant as test/quiz preparation
- Lab and project participation

4. Homework is designed to help you learn the material and hence is graded for effort or for accuracy. To earn full credit for effort, attempt every question and show your work. Ask questions in class to clarify any difficulties discovered doing the homework.

5. Retake:

There is no retake for tests. However, if you fail a quiz or project (less than 70%), you may have an opportunity to retake a similar assessment covering the same topics or redo the project. If you choose to retake/re-do it, you are responsible to ask for or

“Request” during the class period that the graded assessment/project is returned.

Retakes are offered within the week of review of the graded test and are scheduled for outside regular class time. It is strongly advised that you attend one tutorial session before the retake of a test. For projects, you will have 5 days to redo and turn it in. Once complete, your retake/redo grade will be averaged with the original for a final grade of no higher than “70%”.

6. Late work:

Late work may be turned in ONE class day late at the beginning of the period but will receive a maximum score of “70%” or less. No late work will be accepted beyond that time and the assignment will be marked as a zero. All students should maintain a record of their graded assignments.

7. Academic Dishonesty:

Please ensure all work is your individual work. Academic dishonesty takes many forms and can sometimes be confusing for students and parents. Some forms of academic dishonesty include but are not limited to: Plagiarism, falsification of data, sharing assignments as your own, providing false information to an instructor including excuses for late work or falsely claiming to have submitted work, any form of cheating in which a student has an unfair advantage on an assessment by using notes or other materials not allowed by the instructor, providing unauthorized assistance or information to others on homework, projects, tests,

quizzes, etc., intentionally preventing other students from completing their work, impersonating another student to give them unauthorized assistance. This is not a comprehensive list and teacher and administrator discretion will ultimately decide whether a student has committed an offense. Only lab data may be shared. Copying any other work is plagiarism! A "0%" given for academic dishonesty cannot be redone or retaken.

Academic dishonesty will be reported to the administration and action will be taken according to the school's policy.

8. Internet/Online assignments:

Assignments will be done and submitted through houstonisd.org/HUB. Students will need to sign in using their own HISD account. The instruction and deadlines will be given during the class. Note that online assignments cannot be re-done, and the first submission is what is graded.

Tutoring/Conferences

I am available for classroom tutoring either during scheduled midday tutorials or after school. To request tutoring, please see me to make arrangements for a convenient time to meet. If at any time you or your parent would like to discuss your progress, please request an individual conference with me by e-mail at least one day in advance.

Fire Alarm/Fire drill:

During face to face instruction, At the sound of a fire alarm, do not panic. Quickly push in your chair and walk in a silent single-file line. We will take the staircase in front of classroom and our destination is the parking lot in front of school. While I am checking the roster, you may quietly talk to your friends. Any students who fail to follow these directions will automatically receive an "S" in conduct for the 1st offense. If the student continues to act inappropriately, he/she will receive a "P" in conduct following the second offense and will additionally be sent to the principal's office.

Spring SEMESTER Topics to be covered: itinerary

The Structure and Function for the following:

The Human Body and Orientation

Cells and Tissues

Integumentary System

Skeletal System

Muscular System

Cardiovascular System

Nervous System

Sensory Organs

Endocrine System

Lymphatic and Immune System

Digestive System

Urinary System

Reproductive System

End with: EOC Review and EOC Administration

Note: The topics listed may not follow that order. You will receive weekly updates on the topics to be covered as the class develops. This syllabus may change due to unforeseen circumstances. If there is any change, students and parents will be notified in advance.

The following parent acknowledgment of the fore-mentioned policies and procedures concerning our class must be signed and returned by the end of the first week of school. This ensures we will work cooperatively and have a fun and successful new school year 2020-2021.

Please fill in the following information and provide a valid and working phone number(s) where I may contact the parent if assistance is required for your student.

ANATOMY AND PHYSIOLOGY, 2020-2021

Student Name and class period:

Parent/Guardian Name:

Contact Phone Number:

Contact email: _____

I have read, understood, and discussed the classroom rules and procedures with my son/daughter, and understand the grading policy, expectations, and other information provided on the syllabus.

Student Signature: _____

Parent Signature: _____

Date: _____