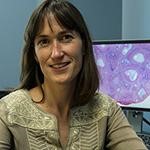
Bio 2350 Human Physiology Online

# Instructor Information

**Name:** Juanita Jellyman (she/her/hers)

**Office Location:** 4-2-426

**Office Hours:** Tuesday and Thursday 1 pm – 2 pm

**Office Hours Zoom Link:**  <https://cpp.zoom.us/j/85693115055>

**Phone:** (909) 869 4417

**Email:** [jkjellyman@cpp.edu](mailto:jkjellyman@cpp.edu)

If you are unable to make my office hours, please email me to set up an alternative time. If I need to deviate from this schedule I will send an email to the class and let you know.

My research interests are in the physiology of pregnancy and perinatal development. I want to find out how adverse environmental conditions during pregnancy can permanently alter the physiology and long-term health of the offspring.

# Course Information

## Catalog Description

Introduction to organ-systems of the human body with emphasis on homeostatic mechanisms. Underlying cellular and molecular mechanisms are discussed within the context of integrative human physiology.

What is this course *really* about?

Human physiology is fascinating because it is about one of the most interesting things in the world – our bodies! Bio2350 should be one of the most enjoyable and relatable classes you take. I want you to:

* gain in-depth knowledge about how your body works;
* gain experience interpreting physiological data to explain how organs function;
* recognize how pathophysiology or “physiology gone wrong” causes disease;
* recognize historically important discoveries in the field of Physiology that have changed how we live our lives today.

## Prerequisites

BIO 121/BIO 121L, BIO 122/BIO 122L, and BIO 123/BIO 123L; BIO 121/BIO 121L and BIO 122/BIO 122L/BIO 1220C; BIO 121/BIO 121L/BIO 1210B and BIO 1220/BIO 1220L; BIO 1210/BIO 1210L and BIO 1220/BIO 1220L; BIO 115/115L/115A; or BIO 1150/BIO 1150L.

## Corequisites

BIO 2350L.

## How This Class Will Work

Bio 2350 provides an introduction to human physiology though an exploration of the nervous, muscular, cardiovascular, respiratory, endocrine, renal and digestive systems. The class is organized into fifteen modules and each module contains three folders:

* Engage!
* Read, Watch and Learn
* Practice and Reflect

The engage folder includes a list of learning objectives that provide a clear outline of what you should be able to do at the end of the module. There is a short video introduction and an optional engagement activity. You can think of it like a "warm-up" activity.

The read, watch and learn folder contains the course materials. Each module contains one or more SoftChalk activities. These are lessons that I have written specifically for Bio 2350. They contain all the facts and concepts you need to learn for the class. You should read through the activities and take notes. There are practice questions throughout the lesson to help you stay on track. Several short videos (~2-3 minutes each) are also provided to help explain the more complex ideas and processes in each module. After you have read the relevant part of the SoftChalk lesson and taken your notes, the lesson will direct you to watch the relevant video that summarizes what you have been learning about. A set of skeleton notes are included in the folder to help you write notes as you work through the lesson. You will not hand-in your notes or be graded on the notes, however the skeleton notes will form your study guide for each midterm exam.

The practice and reflect folder contains summarizing activities to "wrap-up" the module. These quizzes and reflective activities count for your grade. Since they are another opportunity to practice what you have learned, you may use your notes for the practice and reflect activities.

## Synchronous Zoom Meeting

All the materials and activities you need for Bio 2350 will be provided asynchronously on Canvas. I am using Canvas for the first time this semester. Please be patient with me while I figure out how to use this new learning management system!

Even though this is an asynchronous course, I am here to help! Office hours will be hld by synchronous zoom meeting. Stop by my virtual office hours / question time or if you can't make it to office hours, please email me and I will be happy to set up an appointment for you.

* Office Hours (Dr. Jellyman): Tuesday and Thursday 1pm - 2 pm
* Zoom Link: https://cpp.zoom.us/j/85693115055

# Calendar

This class will require significant time. During a 15-week semester I recommend students dedicate about 8 hours per week to Human Physiology. Since this summer course is only 5 weeks long, I recommend spending ~24 hours a week on the class or about 4-5 hours per day. Calendar your time! You need to complete three modules every week to complete the course on time.

To allow you to work at your own pace, the materials for all the modules will be available by the end of the first week. All quizzes and assignments can be completed at your own pace and are due no later than 11:59pm on the evening of the final exam. For those who prefer more structure, I will provide a recommended schedule and regular reminders to help you keep on track.

# Course Materials

## Recommended Materials

Text or ebook: Widmaier, E.P., Raff, H. and Strang, K.T. (2014) Vander’s Human Physiology: The Mechanisms of Body Function 15th Edition. McGraw-Hill, New York, NY. Both the text and the eBook are available through the Bronco Bookstore. Older editions of the textbook are fine.

You will also need reliable access to a computer and to the internet to retrieve the course materials from Blackboard, to complete graded assignments and exams.

# Technical Requirements

## Hardware

* PC/Mac
* Monitor with minimum resolution of 1024x768
* Speakers or headphones

## Software

* [Adobe Acrobat Reader](https://get.adobe.com/reader/) (https://get.adobe.com/reader/)
* [Adobe Flash Player](https://get.adobe.com/flashplayer/) (https://get.adobe.com/flashplayer/)
* [Java](https://java.com/en/download/) (https://java.com/en/download/)
* [Microsoft Office](https://cpp.service-now.com/ehelp?id=kb_article&sys_id=782770226f4eea000a146e4eae3ee4b3) (https://cpp.service-now.com/ehelp?id=kb\_article&sys\_id=782770226f4eea000a146e4eae3ee4b3)

# What You Can Expect From Me

I will do my best to make this course an excellent learning experience for you – inclusive, well-organized, interesting, relevant, with meaningful activities and the support you need to succeed. I will take suggestions for improving the learning environment seriously. I will do my best to grade your work fairly, in a timely fashion, and to update grades in Canvas.

I am a LGBTQ “Safe Zone” Ally, a “Dreamers” (undocumented students) Ally, I am familiar with veterans’ issues, and I am committed to supporting students with disabilities. If you have challenges, please come and talk to me - I want to work with you to help you succeed.

# Students’ Obligations

## Minimum Technical Skills

You are expected to have basic computer knowledge including, but not limited to:

* Using email and attachments
* Downloading, editing, saving, and submitting files
* Copying and pasting
* Downloading and installing software

## Getting Help

If you are having trouble understanding concepts, it is your responsibility to seek help by contacting the instructor. If you need technical help you can submit an IT Service Desk ticket at <https://www.cpp.edu/it/help/> . If you have questions about canvas, you can access this help:

* Log into Canvas (<https://canvas.cpp.edu>)
* See the Global Navigation menu all the way to the left
* Locate the Help icon (question mark in a circle) at the bottom of that menu
* Select your preferred help method - you can chat or call the hotline number, in addition to accessing Canvas Guides or submitting a question to the Canvas Community

Here's a Canvas tip:  We all have a LOT of courses in Canvas.  As they stack up, we don't see them on the Dashboard anymore.  Where'd they go?!

* Log into Canvas (<https://canvas.cpp.edu>)
* See the Global Navigation menu all the way to the left
* Select Courses (the book icon)
* Scroll to the bottom of the list of courses that pops up
* Select All Courses
* You can "star" the courses you want to appear in your Dashboard.

## Privacy and Security

I will post class recordings on Cal Poly Pomona’s secure video streaming server and provide the links on Canvas, accessible only to members of this class. Please do not screen-capture and share the recordings of the class meeting or any other class activities / discussions (it’s creepy and you wouldn’t want people to do it to you!).

The waiting room for Zoom office hours should help eliminate zoombombing. Please do not share class urls and passwords. If we do get a zoombomber, I can remove them very quickly.

Here’s some information about privacy and security policies for the university:

* [Online privacy notice](https://www.cpp.edu/privacy.shtml)
* [University Library privacy policy](https://www.cpp.edu/library/about/about-the-library/privacy-policy.shtml)

# Grading

## Engagement Activities (0 points)

Each module has a suggested engagement activity. These “warm-up” activities are optional. You don’t need to submit your engagement activities because they are not graded.

## Practice and Reflect Activities (20 points)

I believe that learning *how to learn* is an essential part of College education. I also believe that *practicing effective learning strategies* can improve learning and student success. For this reason, you will also get credit in my class for actively practicing and striving to be a better learner! Practice and reflection activities may include quizzes (15 points), as well as written reflections on what you are learning (5). Reflective activities that require a written response will be graded on both the participation (completing the activity) and the quality of participation. A high quality answer that receives full points will answer the whole question using full sentences with correct spelling and grammar (proof read your answers!).

All quizzes and assignments can be completed at your own pace and are due no later than 11:59pm on the evening of the final exam. Because you have complete flexibility completing the work in this class, no late work can be accepted after the final exam. Please note that deadlines for this class are based on the Pacific Time Zone where the Instructor and Cal Poly Pomona are located, not on the time zone where the student or their server is located.

## Midterm and Final Exams (26-27 points)

There are two midterm exams and one final exam. The first midterm will cover material from Modules 1-5, the second midterm will cover material from Modules 6-10, and the final exam will cover material from Modules 11-15.

Questions in the midterm and final exams will be a combination of true/false, multiple choice, matching questions, fill-in the blanks, graphical interpretation, and physiological calculations (you may use a simple calculator).

| **Class Activities and Exams** | **Weight** |
| --- | --- |
| Practice and Reflect Activities (Quizzes) | 15 points |
| Practice and Reflect Activities (Other Activities) | 5 points |
| Midterm 1 (Modules 1-5) | 26 points |
| Midterm 2 (Modules 6-10) | 27 points |
| Final Exam (Modules 11-15) | 27 points |
| **TOTAL** | **100 points** |

Final grades in the lecture will be based on the following distribution:

| **Final Grade** | **Percentage** |
| --- | --- |
| A | 92-100% |
| A- | 90-91.9% |
| B+ | 88-89.9% |
| B | 82-87.9% |
| B- | 80-81.9% |
| C+ | 78-79.9% |
| C | 72-77.9% |
| C- | 70-71.9% |
| D+ | 68-69.9% |
| D | 60-67.9% |
| F | <59.9% |

## Grade Appeals

A window of one week will be given to report errors in grading or discuss the alternative answers, before final exam grades are recorded. You may appeal exam question grades in writing (email ok) including the specific reason why you think my judgment is incorrect and any sources that support your appeal. The item will be re-graded, taking your appeal into consideration. There is no guarantee that your grade will be raised.

## Make-up Policy

Emergencies, severe illness, and other traumatic events are unwelcome and because I understand how difficult these things can be, I will be very happy to offer you a make-up exam. If there is *any* serious situation, please contact me as soon as possible. Serious situations may also include things like pre-arranged, official Cal Poly Pomona-related activities, pre-arranged professional activities, and pre-arranged major family obligations. I will make every effort to work with you within university policy guidelines.

In return I ask that you please treat this class as a serious professional obligation. In short, if you would not miss your job for something, don’t miss a class deadline for that thing.

# Course Policies

## Academic Integrity

Cal Poly Pomona is committed to providing inclusive polytechnic learning experiences for all students. Academic excellence can only be achieved with honesty, trust, and mutual respect. All of the work completed in this course is expected to be your own. Plagiarism, cheating, presenting the work of others as your own, or bending or breaking the rules of any situation will not be tolerated in this course and no points will be given in these circumstances. Please thoroughly familiarize yourself with the Cal Poly Pomona [Academic Integrity Policies](https://www.cpp.edu/studentconduct/academic-integrity/academic-integrity.shtml) (https://www.cpp.edu/studentconduct/academic-integrity/academic-integrity.shtml).

## Course Materials and Intellectual Property

The course materials provided by the instructor and/or other sources, are covered by copyright protections. Students are not authorized to record, share, repost, and/or redistribute these materials in any form(s) (such as, but not limited to, hard copy and electronic forms) in any venue(s) (such as, but not limited to, social media platforms and online study material sites). In some cases, sharing, re-posting, recording, and/or redistributing course materials constitutes a violation of Cal Poly Pomona academic integrity policies, while in other cases such actions constitute a violation of copyright protections. In all cases, such actions shall have serious consequences.

## Netiquette

Netiquette refers to the behavior that you are expected to follow when communicating online. It covers both common courtesy in an online environment and the informal ground “rules” for navigating in cyberspace. For this course, you are asked to follow these basic guidelines:

* When writing an email to your instructor, include the class name and section, along with a description, in the subject line. For example: COM 206.01 RE: Design Project.
* Use a signature with your full name at the end of your emails.
* Remember that slang can be misunderstood or misinterpreted – use your “academic” voice. pls dnt use txt lang when sending messages 2 me.
* Be aware of your tone and avoid sentences typed in all caps – it implies online “screaming” or “shouting.”
* Do not send angry messages known as “flaming.”
* Do not use offensive language.
* Be sensitive to those with cultural and/or linguistic backgrounds, as well as different political and religious beliefs.
* Respect different views and opinions.
* Provide constructive feedback and use good judgment when composing responses to your classmates.
* Be professional and use good grammar and spelling. Consider writing your discussion posts, assignments, and online correspondence in a text editor to check for spelling and grammar before pasting it into an online submission.

## Response Time and Feedback

Reminder emails and announcements will be sent out on Canvas. Your cpp.edu email is the official method of communication on campus. Please check email daily!

You are welcome to set up an appointment or to call or email. I will reply to emails or calls within 24 hours during the week, 48 hours on weekends. In general, I will only respond to urgent questions on weekends.

# Inclusion and Classroom Climate

I will strive to ensure that all students are treated with respect in this class. I welcome diverse people of different ages, backgrounds, beliefs, ethnicities, social classes, genders, gender identities, gender expressions, national origins, documentation statuses, religious affiliations, sexual orientations and learning styles. I expected everyone in this class to work together to cultivate a respectful and inclusive environment for every other member of the class. If you experience disrespect or discrimination in this class, please report your experiences to me.

## Statement on Pronouns and Preferred Names

I believe that everyone has the right to be addressed by the name and personal pronouns that correspond to their gender identity, including non-binary pronouns (they/them/theirs, ze/zir/zirs, etc). Students can update their pronouns in their Canvas user settings. If you have not yet updated your pronouns in Canvas, you can do so at the beginning of the term so that I can make sure to refer to you by using the correct pronouns. I also recognize that preferred names and pronouns may change during the semester. If at any point during the quarter you would like to be addressed differently, please let me know.

As part of our commitment to inclusion in this course, it is important that all students in this class respect the preferred names and pronouns of their peers. Mistakes in addressing one another may happen. If you make a mistake or are corrected, please briefly apologize and correct yourself. To learn more about personal pronouns and why they are important I recommend you visit the website: [mypronouns.org](http://mypronouns.org/).

# Accessibility

It is a Cal Poly Pomona policy to provide reasonable, flexible and individualized accommodations to students who have disabilities that may affect their ability to participate in course activities or to meet course requirements. If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact the [Disability Resource Center](file:///C:\Users\jkjellyman\Documents\ACUE%20Teaching%20Microcredential\Advanced%20Quality%20Matters\Disability%20Resource%20Center) (https://www.cpp.edu/drc/) ((909) 869-3333, Bldg. 9-103) and to meet with me during office hours early in the semester to discuss your DRC authorized accommodation needs for this course.

# Resources

College can be a stressful time, so please be aware that as part of your service fees here at Cal Poly Pomona, there are many campus resources available to you: <http://www.cpp.edu/~campus-life/student-services/index.shtml>.

## Mental Health and Well-Being

According to the American College Health Surveys of university students, stress, sleep problems, anxiety, depression, interpersonal concerns, death of a significant other, and alcohol use are consistently among the top ten health impediments to academic performance. Students experiencing personal problems or crises are encouraged to contact the CPP Counseling Services for assistance, support and advocacy. This service is free and confidential.

Counseling: <http://www.cpp.edu/~healthcounseling/counseling/index.shtml>.

## Broncos Care Basic Needs Program

If you face challenges securing food, housing or other basic needs, you are not alone, and Cal Poly Pomona can help during this time of crisis. We invite you to learn about the many resources available to support you through Cal Poly's Basic Needs initiative at https://www.cpp.edu/basicneeds/index.shtml or for general basic needs questions you can email basicneeds@cpp.edu.

Other resources that might be helpful include:

* Learning Resource Center: <http://www.cpp.edu/~lrc/>
* Student Support & Equity Programs: <http://www.cpp.edu/~ssep/>
* Veterans Resource Center: <http://www.cpp.edu/~veterans/index.shtml>