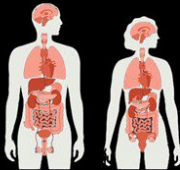


UNIVERSITY of HAWAII  
**WINDWARD**  
COMMUNITY COLLEGE

# Anatomy & Physiology I

## PHYL 141L

### SYLLABUS



#### **ASYNCHRONOUS LAB: SPRING 2025 LAMAKU**



**INSTRUCTOR:** Michelle Smith



#### **ONLINE OFFICE HOURS:**

The meeting can be by phone upon request; however, the preference is for an online live meeting using Google Meet. I typically send out an announcement on Sunday for office hours. You need to be on time to be included in the meeting. I am happy to meet at other times as well; just send me an email. I will return all emails in regard to office hours within 24 hours. Also, weekends and holidays will have a slower response.

**Online office hours go to:** <https://meet.google.com/efn-pvsv-exj> and join meeting



#### **EMAIL:**

In Lamakū, go to Classlist and select Instructor. If you directly email me using miliefsk@hawaii.edu, you need to provide me with your class section.

This class has 1 office hour.

#### **Brightspace Pulse App**

Mobile phone and iPad users: Go to your app store and download **Brightspace Pulse**. Select Hawaii (University of Hawaii) and enable notifications. This will allow you to manage your course and receive notifications when I post an announcement.



#### **WINDWARD COMMUNITY COLLEGE MISSION STATEMENT**

'O keia ka wā kūpono e ho'onui ai ka 'ike me ka ho'omaopopo i kō Hawai'i mau ho'oilina waiwai. Aia nō ho'i ma ke Kulanui Kaiāulu o ke Ko'olau nā papahana hou o nā 'ike 'akeakamai a me nā hana no'eau. Me ke kuleana ko'iko'i e ho'ohiki ke Kulanui e kāko'o a e ho'okumu i ala e hiki kē kōkua i ka ho'onui 'ike a nā kānaka maoli. Na mākou nō e ho'olako, kāko'o a paipai i nā Ko'olau a kō O'ahu a'e me nā hana no'eau ākea, ka ho'ona'auao 'oihana a me ka ho'onui 'ike ma ke kaiāulu — hō'a'ano a e ho'oulu i nā haumāna i ka po'okela.

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the

access and educational needs of Native Hawaiians, we provide O'ahu's Ko'olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

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### **CATALOG DESCRIPTION:**

Laboratory to accompany PHYL 141. Reinforces the facts and concepts of human anatomy and physiology discussed in PHYL 141 through dissections, examination of models, laboratory activities, and other hands-on experiences. This course is intended for students entering health care or medically related fields such as nursing, physical therapy and medical technology. (3 hours laboratory)

Pre-Requisite(s): Credit for or registration in PHYL 141 or equivalent preparation or consent of instructor.

### **CREDITS: 3**

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### **STUDENT LEARNING OUTCOMES**

Upon successful completion of PHYL 141L, the student should be able to:

- 1) Use the scientific method to design and conduct a clinical research study.
- 2) Describe the anatomy of the integumentary, skeletal, muscular, and nervous systems from prepared slides, models, and real and virtual animal dissections.
- 3) Use basic laboratory and medical equipment to evaluate functions of the above body systems.
- 4) Use critical thinking to analyze and interpret clinical data.
- 5) Prepare an oral presentation and written summary of lab activities using the scientific method.

### **LEARNING RESOURCES**

**The following lab manuals are available online for free from the instructor's website:**

- WCC's A&P PHYL 141 Lab Manual
- WCC's Histology Lab Manual
- **Textbook:** Anatomy and Physiology Openstax (hard copy (\$50) or online free OK)

**Purchase:**

- **PhysioEx 10.0;** cost is \$47.99

PhysioEx 10.0: Laboratory Simulations in Physiology Plus Website Access Code Card for PhysioEx 10.0 -- Access Card Package (includes paperpack)

ISBN-13: 9780136643746

- [PhysioEx 10](#)

**Supply list:** go to Lamaku- Course Resources- Supply list, for a list of inexpensive supplies. This is only for online lab students. Most items can be purchased on Amazon.

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## COURSE CONTENT

### ***Concepts or Topics***

The student will describe and integrate basic biological principles and define basic biological terms presented in lecture, required texts, and other instructional materials. These principles include the following areas:

- Scientific Method
  - Chemical Reactions
  - Homeostasis
  - Osmosis and Diffusion
  - Cell Anatomy and Cell Division
  - Classification of Tissues
  - Body Fat
  - Skeletal System and Bone Tissue
  - Joints
  - Muscular System and Muscle Tissue
  - Nervous System and Nervous Tissue
  - Sensory Systems
  - Reflex Physiology
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## COURSE TASKS

- 1) Attend class at scheduled times.
- 2) Participate in lab activities.
- 3) Complete required exercises in lab manual.
- 4) Complete 2 Practicals.
- 5) Present results of lab activities.

## GRADING

Laboratory practical exam	2x 250 500 points
Lab Quizzes (13)	200 points
Assignments: Lab Manual/PhysioEx exercises	200 points
Lab Notebook	<u>100 points</u>
TOTAL	1000 points

**LABORATORY PRACTICAL EXAM** (500 points). Two laboratory practical exams will be given during the semester. Each is worth 250 points each toward your lab grade.

The exam questions may consist of multiple choice, fill in the blank or a word bank, and pertain to: 1) any of the structures in the lab manual, or noted on handouts (referring to anatomical models and dissections); 2) the information related to physiology experiments performed; 3) any of the structures and functions on the assigned Slides.

Typically, exams cannot be made up; however, under unusual circumstances (emergencies) I may be able to fit a student in another lab time.

**DO NOTE THAT THE LAST LAB PRACTICAL WILL BE HELD DURING THE LAST WEEK OF CLASSES, NOT FINALS WEEK.**

**LAB QUIZZES** (200 points total). The lab quiz will be taken on Lamaku related to lab material. There is a [Lab Quiz Information List](#) in Lamaku-Course Resources-Quizzes. Please review it before taking the quiz. You need to have computer access. You will have 10 minutes to complete it. There is no scheduled lab quiz when a lab practical is scheduled.

**LAB ASSIGNMENTS** (200 points): Complete all lab assignments related to that week's activity and uploaded in the Modules' Assignments category. Do the same for PhysioEx 10.0 activities. Lab exercises need to be fully complete for full credit and turned in on time for a total of 200 points. Homework is typically due at the end of the week on Sunday.

**LAB NOTEBOOK** (100 Points): Students are required to maintain a lab notebook. A lab notebook is a separate composition book or digital notebook used to document experiments, draw microscopic images, and to keep track of valuable lab information. It will be checked at the last lab practical. You will need to submit it as a pdf, word doc or brief video and upload it to the Notebook Module. If the file is too large to upload, then upload it to your google drive and share the link. Be sure to open share settings so I can view it.

## **Final Grade:**

Tentative grades associated with semester exam scores are **only** to give a rough estimate of relative class standing, and are not used to determine the final grade

The standard grade scale will be used to determine your final grade. ( $\geq 90\%$ =A, 80%-89%=B, 70%-79%=C, 60%-69%=D,  $\leq 59\%$ =F)

## **ADDITIONAL INFORMATION**

### **LAB SUBJECT POLICY**

Most labs involve non-invasive clinical measurements (e.g., skin-fold measurement, reflex tests, etc). ALL students are required to participate in these activities. If you have a health condition or other reason why you should not participate you should inform the instructor. Experiments involving invasive or semi-invasive procedures will be performed on volunteers only.

### **Participation Verification**

Campuses are required by federal regulations to verify the participation of students in their classes. In accordance with [Executive Policy 7.209](#), all students in the University of Hawai'i system are required to establish "participation" to ensure that they are not dropped from their class(es). Effective fall 2021, students who fail to participate by the late registration period for a class will be administratively dropped from that class. Students may also be dropped from dependent prerequisite and/or corequisite classes if both courses do not establish participation.

## **How to Seek Academic or Technical Support**

### **Academic Support**

- Windward Community College Library
- Library eResources
- Ka Piko Writing Lab
- Ka Piko Speech Lab
- Ka Piko Math Lab
- Evening and Online Learning at Windward Community College
- STAR Balance

## **Technical Support**

- UH ITS Help Desk – email [help@hawaii.edu](mailto:help@hawaii.edu) or call 956-8883 (or 1-800-558-2669) for Lamakū and most technology support. Available 24 hours a day, 7 days a week, including holidays.
- Student Tech Support - email [winhelp@hawaii.edu](mailto:winhelp@hawaii.edu), call 808-235-7437, or stop by in person at Hale La‘akea 228. Available Monday–Friday from 8:00 am–4:00 pm.
- Lamakū – Click on the Lamakū Help link in the menu bar at the top of the Lamakū homepage to fill out and submit a question and get your answer via email.
- Information Security for Students

## **College Policies & Support Services**

### **Disabilities Accommodations Statement**

The Windward Community College’s Disability Student Services Office (WCC-DSSO) is committed to providing equal access to qualified students with disabilities.

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to participate fully in this class, you are encouraged to contact the Disability Specialist Counselor, Roy Inouye, to discuss reasonable accommodations that will help you succeed in this class. The Disabilities Counselor can be reached at 808-235-7448, [wccdsso@hawaii.edu](mailto:wccdsso@hawaii.edu), or stop by the office (Hale Kako‘o 106) for more information.

### **Basic Needs**

Basic needs include food and housing, childcare, mental health, financial resources, and transportation. Student basic needs security is critical for ensuring strong academic performance, persistence and graduation, and overall student well-being. If you or someone you know is experiencing basic needs insecurity, please see the UH System Basic Needs website.

### **Mental Health Counseling**

Mental Health and Wellness at Windward Community College counseling services and activities on campus to support students’ life goals as well as their academic goals. Information about services can be found at the WCC Mental Health & Wellness website.

### **UH Alerts**

The UH Alert emergency notification system alerts the university community in the event of a natural, health or civil emergency. The information you provide will only be used in the event of an emergency that impacts the health and safety of the UH community or the closure of whole campuses. It will not be shared with others or used for routine UH communications or announcements. To sign up, visit UH Alerts website for more information.

### **Financial Aid**

If you are receiving financial aid and are contemplating not completing the course, BEFORE you withdraw, it is highly recommended that you contact the Financial Aid Office at 808-934-2712 or email them at [wccfao@hawaii.edu](mailto:wccfao@hawaii.edu) to discuss the impact this decision may have on your financial aid eligibility.

## **Student Conduct Code**

Windward Community College follows the University of Hawai'i Code of Student Conduct which defines expected conduct for students and specifies those acts subject to University sanctions. Students should familiarize themselves with the Code of Student Conduct since, upon enrollment at Windward Community College, the student has placed herself/himself under the policies and regulations of the University and its duly constituted bodies. The disciplinary authority is exercised through the Office of the Vice Chancellor for Student Affairs. Copies of the Student Conduct Code are available at the Office of the Vice Chancellor for Student Affairs or online.

## **Title IX - Sex Discrimination And Gender-Based Violence Resources**

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault, sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Leslie Cabingabang, UH System Confidential Advocate  
Phone/Text: (808) 348-0432 or (808) 341-4952  
Email: [advocate@hawaii.edu](mailto:advocate@hawaii.edu)  
Office: Hale Kāko'o 107 (Wednesdays)

Mykie E. Menor Ozoa-Aglugub, J.D., Title IX Coordinator  
Phone: (808) 235-7468  
Email: [mozoo@hawaii.edu](mailto:mozoo@hawaii.edu)  
Office: Hale Kāko'o 109

Desrae Kahale, Mental Health Counselor & Confidential Resource  
Phone: (808) 235-7393  
Email: [dkahale3@hawaii.edu](mailto:dkahale3@hawaii.edu)  
Office: Hale Kāko'o 101

Karen Cho, Deputy Title IX Coordinator  
Phone: (808) 235-7404  
Email: [kcho@hawaii.edu](mailto:kcho@hawaii.edu)  
Office: Hale 'Alaka'i 120

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your

case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University's Title IX resources, and the University's Policy, Interim EP 1.204, go to [manoa.hawaii.edu/titleix/](https://manoa.hawaii.edu/titleix/)