BIOSC 0805: The Human Body
TTH 2:30 – 3:45
Crawford 169
Fall 2018 (2191)

Instructor: Dr. Jessica Wandelt
Email: jewandelt@pitt.edu

Drop-in Office Hours: Tuesdays 3:45-4:45 Wednesdays 1:00-2:00 in Crawford 343
You are welcome (and encouraged!) to drop in my office hours without making an appointment. These are times when you can ask questions regarding course material and discuss general class issues.

Office Hours by Appointment: For issues that you would like to discuss privately. This will allow us to confidentially discuss your specific areas of concern. These appointments are not for discussion of general class material. Please email for an appointment.

Undergraduate Teaching Assistants
The UTAs will be available to answer questions, explain concepts in other words, and will also have worksheets reviewing course material. These are great opportunities to have mentored study groups – study with your friends and classmates and have a UTA handy to answer questions that come up.

Course Overview and Objectives
This is a course in human biology and physiology for students not majoring in biology. The goal is to provide students with an understanding of fundamental principles of life with an emphasis on the human body and its physiological functioning. We will start with basic principles of biology, specifically covering biochemistry and cell biology. These principles will be successively used in examination of the structure and function of different human organ systems. An essential part of the course is a discussion of health issues of general interest, such as infectious, autoimmune and neurodegenerative diseases; diabetes; cardiovascular disease; asthma and allergy; nutrition and health; etc. Emphasis will be made on understanding the causes of a disease and principles of available treatments.

This course fulfills one Dietrich School of Arts and Sciences Natural Science General Education Requirement (GER) as described for the GERs starting Fall 2018 (term 2191). That GER reads as follows:

Three Courses in the Natural Sciences. These will be courses that introduce students to scientific principles and concepts rather than offering a simple codification of facts in a discipline or a history of a discipline. The courses may be interdisciplinary, and no more than two courses may have the same primary departmental sponsor.

Course Supplies
Textbook (strongly recommended): Human Biology, 8th edition (2017) by Michael D. Johnson. You can use the hard cover, loose leaf, or ebook versions. You can also use an earlier edition of the text, but be aware that there is likely a different organization in other editions and you will be responsible for all material covered in class. One copy of the text will be available on reserve in the Langley Library throughout the term.

Top Hat in-class response system (required): This is an online and in-class response system we will be using for weekly homework assignments and daily in-class activities. Active learning is an essential part of instruction and you are expected to participate and answer questions in each class. Top Hat is now free to all Pitt students for in-class and homework assignments. To get connected with Top Hat during lectures, you can use any electronic device (phone, tablet, or computer). You will receive an email from me to connect to the course. Please follow the instructions to connect to the course account (Join Code: 856396, password: wandelt0805).

Other: supplemental course materials posted on Courseweb (review checklists, powerpoint notes, etc.) to keep up with material, colored pens/pencils for organizing your notes, a device that can access the internet for in-class activities, and tissues for the tears.

Course Organization
You are strongly encouraged to attend and participate in all lectures. The material presented during lecture will be the focus of the exams. In addition, a part of your grade will be determined by your daily participation in class (see below). Just looking at the provided notes or the textbook will not be an adequate substitute for attending class. If you must miss a lecture, review the notes, do the recommended reading, and check with at least one other classmate who attended the lecture for any additional notes. After you have done this, you may also make arrangements with your lecturer or UTA to review the material you missed.
Grading

Your overall grade in this course will be determined by the following:

- 3 semester exams: 48% (3x 16%)
- Lecture participation: 16%
- Homework: 6%
- Human Disease Poster: 6%
- Final Exam: 24%

Letter grades are determined using the conversion scale shown below:

- A+ = 98% and above
- A = 92-97%
- A- = 90-91%
- B+ = 88-89%
- B = 82-87%
- B- = 80-81%
- C+ = 78-79%
- C = 72-77%
- C- = 70-71%
- D+ = 68-69%
- D = 62-67%
- D- = 60-61%
- F = 59% and below

I will assign final grades based on the grades that you EARN. I will NOT give extra points so that you can move up to the next letter grade. I will NOT regrade assignments to see if we can “find” you a few more points. I will NOT give extra credit to individual students. These practices are unethical and amount to grade inflation. I will NOT regrade assignments to see if we can “find” you a full grade. I will NOT make up the final exam!!!

Exams

There will be three exams during the semester (48% of your final grade) and a comprehensive final exam (24% of your final grade) during the scheduled exam period. Exam dates are given on the course schedule. They will NOT change unless there are extreme extenuating circumstances that affect the professor or the entire class. Plan accordingly. Details regarding exam procedure will be posted on CourseWeb.

All exams will be based on the material covered in lecture and any assigned additional reading or homework. Due to the nature of the course material, the exams will be cumulative, however the focus of the three semester exams will be on the most recent material. The final exam will be truly cumulative. Exams will cover factual material, but will also emphasize application and synthesis of material. Exams will be primarily multiple choice, but may include some very short answer and fill-in-the-blank questions. You are expected to bring pencils, your People Soft number, and a photo ID to all exams.

NO makeup exams will be given. Your lowest semester exam grade will be replaced by the average of your other 2 semester exam grades. YOU CANNOT MAKE-UP THE FINAL EXAM!!!! If you have a known conflict with the final examination, you must speak to me one month BEFORE the final exam is given to the class. Students who miss the final due to an EMERGENCY the day of the final should contact the instructor as soon as possible. Oversleeping, writing down the date incorrectly, forgetting to attend the examination, and minor illnesses are NOT considered to be emergencies. Knowing when and where the final examination is being held is YOUR responsibility. The final exam is always given in accordance with the Final Examination Schedule released by the Registrar’s office.

Exams will not be returned to students. All students will have the opportunity to review their exams during office hours after the exam. If you wish to contest the grading of a question on an exam, you must submit a written request to your instructor within one week of the date the exam scores are posted. Formal re-grade submissions are not required for mathematical errors.

Lecture Participation

16% of your final grade will be determined by your participation during lecture. Lecture participation will be based mainly on Top Hat questions and activities, but may also include some group activities and quizzes. All students must join the course Top Hat section by Tuesday, September 4th. Please contact me if you are on the waitlist to make sure due credit is given.

The in-class activities are meant to review required background material, reinforce and apply course material, and encourage student participation and engagement. All in-class activities and questions (for all students) will be graded starting on September 4th. For questions with a correct answer, you will receive 1 point for the correct answer or 0.5 points for an incorrect response. (In the event of technical difficulties, you will get full credit for each answer that you attempt). Questions with no correct answer will receive 1 point for any response. It is your responsibility to make sure that your answer is recognized by the system. All other non-question-based in-class activities will also have point values that will be included in your participation points.

Your lecture participation points and the number of points offered will be updated weekly in the grade book on CourseWeb (the gradebook in Top Hat will only contain raw grades and will not best reflect your lecture participation grade). You are responsible for keeping track of these points: if you do not receive proper credit, you must let Dr. Wandelt know within two weeks of grade posting. Points will NOT be modified after this period. Please note that you will be allowed to miss approximately 10% of the lecture points without affecting your grade; 90% of maximum lecture points is full credit (for example, last semester there were 130 questions; full credit = 115 points, which will be scaled to the 16% available for lecture participation).
There will be no make-ups offered for missed in-class activities. If you miss class for a valid and documented reason (medical emergency, death in the immediate family, school-sponsored event), you will not be penalized for missed questions; please provide documentation within two weeks of absence to Dr. Wandelt. It is your responsibility to bring your device to class everyday and make sure it has battery power, has not been broken, etc. No credit will be given if you are in class, but unable to participate. Please note that your instructor can fix virtually nothing related to Top Hat, therefore if you have a problem your best recourse is to contact Top Hat customer service.

Homework
6% of your final course grade will be determined by your completion of weekly homework activities available through Top Hat. These homeworks are designed to further engage you in the course material and prepare you for in-class activities and exams. You will be notified in class and on CourseWeb when each assignment is posted and when each assignment is due. You are responsible for completing all Top Hat homework assignments before the end date. Once an assignment closes, it will not reopen. Further information and instructions will be posted in CourseWeb and discussed in class. We will try to keep a running tally of the homework points (your individual points and total number of points offered) in the CourseWeb grade book and the individual grades will be available in the Top Hat grade book. These total points will be scaled to the 6% available for homework. Updates on the point totals will be given periodically throughout the semester.

“Human Disease” Poster
6% of your final course grade will be determined by your completion of a group investigation of a selected human disease (or other class-related topic) and how it relates to our course material. This assignment is a group project and its assessment is based on evaluation of the application of background knowledge to the description of the disease and its underlying causes, evaluation of potential treatment, and prediction of the outcome. Specific guidelines, deadlines, and more details will be discussed in class and posted on CourseWeb.

Students agree that by taking this course all required papers may be subject to submission for textual similarity review to Turnitin.com for the detection of plagiarism. All submitted papers will be included as source documents in the Turnitin.com reference database solely for the purpose of detecting plagiarism of such papers. Use of Turnitin.com page service is subject to the Usage Policy and Privacy Pledge posted on the Turnitin.com site.

*Use of Notes and Recording Devices in the Classroom*
To ensure the free and open discussion of ideas, students may not record classroom lectures, discussions, and/or activities without the advanced written permission of the instructor. Any such recording approved in advance can be used solely for the student's own private use. To record lectures, please see me for a recording agreement.

The materials I make available to you are my intellectual property. You are welcome to use the notes and recordings that I provide for your own private use. Posting my lecture notes, slides, quizzes, exams, practice questions, homeworks, answer keys or lecture recordings to ANY website without my express written permission is a violation of the academic integrity code. This includes all note-sharing websites including Coursehero, Studyblue.com, Koofers.com, etc. Any student caught sharing my intellectual property (lecture notes, slides, quizzes, exams, lecture recordings, etc) will be charged with a breech of academic integrity.

*Coursweb* (http://courseweb.pitt.edu)
Course announcements, review checklists, notes, exam information, grades, and other information will be posted on the class CourseWeb site. If you are not familiar with CourseWeb, please do not wait until the last minute to ask for help.

It is your responsibility to stay informed: please check regularly for announcements and make sure that you have a valid, functioning @pitt.edu email address so that you receive email announcements. (For the full E-mail Communication Policy, go to www.bc.pitt.edu/policies/policy/09/09-10-01.html.)

It is your responsibility to keep track of your grades posted in the grade book. If there is a problem with your reported grade, you must inform Dr. Wandelt within two weeks of the grade posting date. Points will NOT be modified after this period.

Email is to be used for class-related material only. Any abuse of the system will result in a block of this tool.

*Email Communication*
Each student is issued a University e-mail address (username@pitt.edu) upon admittance. This e-mail address may be used by the University for official communication with students. Students are expected to read e-mail sent to this account on a regular basis. Failure to read and react to University communications in a timely manner does not absolve the student from knowing and complying with the content of the communications. The University provides an e-mail forwarding service that allows students to read their e-mail via other service providers (e.g., Hotmail, AOL, Yahoo). Students that choose to forward their e-mail from their pitt.edu address to another address do so at their own risk. If e-mail is lost as a result of forwarding, it does not absolve the student from responding to official communications sent to their University e-mail address. To forward e-mail sent to your University account, go to http://accounts.pitt.edu, log into your account, click on Edit Forwarding Addresses, and follow the instructions on the page. Be sure to log out of your account when you have finished. (For the full E-mail Communication Policy, go to www.bc.pitt.edu/policies/policy/09/09-10-01.html.)
**Academic Integrity**

Students in this course are expected to comply with the University of Pittsburgh School of Arts and Sciences Academic Integrity Code (http://www.as.pitt.edu/faculty/policy/integrity.html). Any student suspected of failing to meet the student obligations of the code during the semester will be required to participate in the procedures for adjudication, initiated at the instructor level. This may include, but is not limited to, confiscation of the assignment of any individual suspected of violating the code. A minimum sanction of a zero score for the assignment will be imposed. Violation of the Academic Integrity Code requires the instructor to submit an Academic Integrity Violation Report to the Dean.

You may not use unauthorized materials during an exam, including notes, dictionaries, calculators, pagers, telephones, PDAs, and any device that can connect to the internet. You must submit for grading only material that is written exclusively in your own words. You must use only our clicker for credit and be the only one that uses your clicker for credit.

**Disabilities Resources and Services**

If you have a disability for which you are or may be requesting an accommodation, you are encouraged to contact both your instructor and Disabilities Resources and Services, 216 William Pitt Union, (412) 648-7890/(412) 383-7355 (TTY), as early as possible in the term. DRS will verify your disability and determine reasonable accommodations for this course.

**Course Etiquette**

1. **Cell phone and computer usage.** Cell phones, tablets, and computers should be used for class-related material only. You will receive one warning for the semester for any disruptive device use. Any subsequent non-course-related device use will result in the loss of one week of lecture participation points. **Any** device disturbances during exams will result in a 50% grade reduction on the exam. If there are extenuating circumstances we can discuss them, but otherwise stay on topic! One other sidenote: while we will be using devices for lecture participation, I highly recommend taking written notes.

2. **Coming & going.** Please get to class on time and stay until the end to help minimize distractions. If you must arrive late or leave early, please try to sit in the back.

3. **Other disruptive behaviors.** Please try to minimize activities (talking, newspaper reading, eating Cheetos) that may disrupt your classmates. If such activities interrupt me or the class, you will receive one warning for the semester. Any subsequent interruptions will result in the loss of one week of lecture points.

4. **Email etiquette.** Emails should include a descriptive subject, a greeting, and a closing with your name if you expect a response 😊

5. **Kindness.** Please be kind and respectful to everyone in our community. Disrespectful behaviors will not be tolerated and will be reported to the Office of Student Conduct for mediation.

**Strategies for Success**

1. **Prepare for class by previewing new material.** It is suggested that you look over the material prior to class so that the lectures will be easier to follow. There will also be homework and in-class questions reviewing the background material. I recommend that you read through the textbook selections and/or class notes focusing on the items listed on the review checklist. This is a great time to start making flash cards with important vocab/ideas. The review checklists for each topic will be posted on CourseWeb.

2. **Attend lectures.** And take notes! It is suggested that you bring the posted notes to class to use as a guide for note taking. These will focus and organize your notes. Reading these notes is not a substitute for attending lecture – the posted notes will almost always be incomplete. If you must miss a lecture, it is a good idea to borrow notes from a classmate. Make a friend now.

3. **Ask questions.** During class, after class, during office hours, or via email. Anytime something does not make sense, please ask – you are probably not alone.

4. **Reread your notes & text after lecture.** This will give you a great opportunity to identify points that need clarification. Rereading course material will also help with your long-term memory. This is a great time to start going through the worksheet questions, which will be a good guide to determining if you understand the material.

5. **Answer questions.** Worksheets reviewing the material covered in class will be available at UTA office hours. It is recommended that you work on these questions as we go through the material so that you stay on top of the material. There are also ‘Exam Skills’ questions on each Review Checklist that will help you to determine if you understand the big concepts and are able to apply the material. It is recommended that you work on these ‘exam skills’ at the end of each topic. There are also lots of questions available to practice (in the textbook, through Google, etc.).
7. **Review material in study groups.** One of the best ways to study is in a group. Ask each other questions & make sure you can explain answers.

8. **Evaluate and review exams.** Go over returned exams. Why did you get a question wrong? Do you understand the material now? Doing this when you get the exam back will make life much easier when it comes to the later exams!

9. **Academic Support Services.** If you are experiencing difficulties in your courses, the following centers might help you.
   - Academic Success Workshops @ G1-Gardener Steel Conference Center; 648-7920
   - A&S Advising Center (Academic and Career Advising): 201 Thackeray Hall; 624-6444
   - Pitt Counseling Center: Wellness Center, 2nd Floor Nordenbergh Hall, 119 University Place; 412-648-7930
**Tentative Lecture Schedule**

The following is a rough outline of the topics to be covered. While we will likely not stay exactly on schedule, the exam dates are firm. Readings listed are for the 8th edition of *Human Biology*. More detailed reading assignments will be given in class.

<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
<th>Reference Chapter</th>
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</thead>
<tbody>
<tr>
<td>T 8/28</td>
<td>Intro to course</td>
<td>Syllabus</td>
</tr>
<tr>
<td>Th 8/30</td>
<td>Exploring life and science, chem of life</td>
<td>Chapters 1 &amp; 2</td>
</tr>
<tr>
<td>T 9/4</td>
<td>Chemistry of life</td>
<td>Chapter 2</td>
</tr>
<tr>
<td>Th 9/6</td>
<td>Chemistry of life</td>
<td>Chapters 2 &amp; 17</td>
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<tr>
<td>F 9/7</td>
<td></td>
<td>* Fall term add/drop period ends *</td>
</tr>
<tr>
<td>T 9/11</td>
<td>Cell structure and function</td>
<td>Chapters 3 &amp; 9</td>
</tr>
<tr>
<td>Th 9/13</td>
<td>Cell structure and function</td>
<td>Chapters 3, 17, 18</td>
</tr>
<tr>
<td>F 9/14</td>
<td></td>
<td>* Fall term Extended drop period ends *</td>
</tr>
<tr>
<td>T 9/18</td>
<td>Body Organization</td>
<td>Chapter 4</td>
</tr>
<tr>
<td>Th 9/20</td>
<td>In-Class Exam 1</td>
<td></td>
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<tr>
<td>F 9/21</td>
<td></td>
<td><em>Fall term Grade option deadline (S/NC v LG)</em></td>
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<tr>
<td>T 9/25</td>
<td>Nervous System</td>
<td>Chapter 11</td>
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<tr>
<td>Th 9/27</td>
<td>Nervous System</td>
<td>Chapter 11</td>
</tr>
<tr>
<td>T 10/2</td>
<td>Endocrine System</td>
<td>Chapter 13</td>
</tr>
<tr>
<td>Th 10/4</td>
<td>Endocrine System</td>
<td>Chapter 13</td>
</tr>
<tr>
<td>T 10/9</td>
<td>Muscular System</td>
<td>Chapter 6</td>
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<tr>
<td>Th 10/11</td>
<td>Muscular System</td>
<td>Chapter 6</td>
</tr>
<tr>
<td>T 10/16</td>
<td></td>
<td>No class – Fall Break</td>
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<tr>
<td>Th 10/18</td>
<td></td>
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<tr>
<td>T 10/23</td>
<td>Circulatory System</td>
<td>Chapters 7 &amp; 8</td>
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<tr>
<td>Th 10/25</td>
<td>Circulatory System</td>
<td>Chapters 7 &amp; 8</td>
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<tr>
<td>F 10/26</td>
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<td>* Monitored Withdrawal Deadline *</td>
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<tr>
<td>T 10/30</td>
<td>Respiratory System</td>
<td>Chapter 10</td>
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<tr>
<td>Th 11/1</td>
<td>Immune System</td>
<td>Chapter 9</td>
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<tr>
<td>T 11/6</td>
<td>Immune &amp; Infectious Disease</td>
<td>Chapter 9</td>
</tr>
<tr>
<td>Th 11/8</td>
<td>Digestive System</td>
<td>Chapter 14</td>
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<tr>
<td>T 11/13</td>
<td>Digestive &amp; Nutrition</td>
<td>Chapter 14</td>
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<tr>
<td>Th 11/15</td>
<td></td>
<td>In-Class Exam 3</td>
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<tr>
<td>T 11/20</td>
<td>Urinary System</td>
<td>Chapter 15</td>
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<tr>
<td>Th 11/22</td>
<td></td>
<td>No class – Thanksgiving</td>
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<tr>
<td>T 11/27</td>
<td>Reproductive System</td>
<td>Chapter 16</td>
</tr>
<tr>
<td>Th 11/29</td>
<td>Reproductive System</td>
<td>Chapter 16</td>
</tr>
<tr>
<td>T 12/4</td>
<td></td>
<td>Review and/or Catch up</td>
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<tr>
<td>Th 12/6</td>
<td></td>
<td>Poster session</td>
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<tr>
<td>T 12/11</td>
<td></td>
<td>Final exam @ 8 am – 9:50 am (tentative)</td>
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*All exam dates are firm.*