

Course Syllabus
College of Arts and Sciences
Sam Houston State University
Summer 2008

DEPARTMENT: **Agricultural and Industrial Sciences**
COURSE # and TITLE: **AGR 363 – Anatomy & Physiology**
3 Credits

INSTRUCTOR: Marcy M. Beverly Ph.D. Assistant Professor
Office: 307 Thomason; Phone 294-1222; email: mmbeverly@shsu.edu
Ag Main Office: 294-1215; Ag Fax: 294-1232
Office Hours: As posted

COURSE DESCRIPTION: Student will develop knowledge of comparative gross and microscopic anatomy and physiology of animals. At the completion of the course, students will understand the anatomy and function of the major systems of animals.

REFERENCE TEXT: Anatomy & Physiology, Colverson
Fundamentals of Anatomy and Physiology, 5th edition Martini

Supplemental Notes are available at Copy time (Eagle Graphics)

ATTENDANCE: - Attendance is extremely important and mandatory. I realize that emergencies and illnesses do happen; however, without a valid excuse, your class participation grade will be strongly affected.

Department attendance policy will be strictly enforced.

Department of Agricultural Sciences Attendance Policy

1. Regular and punctual attendance is expected of each student in the Department of Agricultural Sciences at Sam Houston State University.
2. Each faculty member will keep a written record of student attendance.
3. If a student misses four or more classes, the student's grade will be reduced by one letter grade. Additional penalties may be assessed at the discretion of the instructor.
4. Three unexcused or unjustified tardies or early departures are considered as one absence.
5. Excused absences must be documented by the student with a letter of confirmation from the sponsoring student organization, professor or doctor. Exemptions will include participation in departmental activities when prior approval is attained from the Department Chair.

6. No exams or assignments will be given at alternative times unless arrangements are made with the professor/instructor before the scheduled activity occurs.

COURSE EVALUATION:

<u>Assignment</u>		<u>Points</u>
Quizzes		50pts
Homework		50pts
Lecture Tests	3@100pts	300pts
	Total	400pts

GRADING SCALE:

360pts – A	240pts – D
320pts – B	< 240pts – F
280pts – C	

COURSE EVALUATION DESCRIPTIONS:

-Quizzes: Random quizzes will be given in order to encourage attendance to lectures. Quizzes cannot be made up for any reason.

-Homework: In class and take home homework will be assigned at random. Homework will not be accepted late.

-Lecture tests: The lecture tests will include all notes and discussions from lectures. If you miss a test and have a university approved excuse, a make-up test should be scheduled within 24 hours. If a lecture test is missed without a valid excuse, an automatic zero will be assigned.

POLICIES:

- If you need to bring a cell phone to class, please make sure that it is turned off during class time.
- Please do not bring tobacco products into class or any containers that might have tobacco byproducts in them.
- If you have any concerns, questions, or ideas that you would like to discuss, please come by my office or call me.

ACADEMIC DISHONESTY: As per the SHSU Academic Policy Statement 810213:

All students are expected to engage in all academic pursuits in a manner that is above reproach. Students are expected to maintain complete honesty and integrity in the academic experiences both in and out of the classroom. Any student found guilty of dishonesty in any phase of academic work will be subject to disciplinary action. The University and its official representatives may initiate disciplinary proceedings against a student accused of any form of academic dishonesty including, but not limited to, cheating on an examination

or other academic work which is to be submitted, plagiarism, collusion and the abuse of resource materials.

CLASSROOM RULES OF CONDUCT: According to Section 5 of the Student Handbook: Students will refrain from behavior in the classroom that intentionally or unintentionally disrupts the learning process and, thus, impedes the mission of the university. Cellular telephones and pagers must be turned off before class begins. Students are prohibited from eating in class, using tobacco products, making offensive remarks, reading newspapers, sleeping, talking at inappropriate times, wearing inappropriate clothing, or engaging in any other form of distraction. Inappropriate behavior in the classroom shall result in a directive to leave class. Students who are especially disruptive also may be reported to the Dean of Students for disciplinary action in accordance with university policy.

VISITORS IN THE CLASSROOM: According to the Faculty Handbook: Unannounced visitors to class must present a current, official SHSU identification card to be permitted in the classroom. They must not present a disruption to the class by their attendance. If the visitor is not a registered student, it is at the instructor's discretion whether or not the visitor will be allowed to remain in the classroom.

STUDENTS WITH DISABILITIES: Students with a disability which affects performance are expected to arrange for a conference with the instructor in order that appropriate strategies can be considered to ensure that participation and achievement opportunities are not impaired. The physically impaired may contact the Director of the Counseling Center who also serves as chair of the Committee for Continuing Assistance for Disabled Students by telephone at (936)294-1720.

RELIGIOUS HOLIDAYS: An institution of higher education shall excuse a student from attending classes or other required activities, including examinations, for the observance of a religious holy day, including travel for that purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence. A student who plans to miss a class or required activity to observe a religious holy day should inform the professor in writing prior to the planned absence.