BIOL 3318-110, CRN 80011, Animal Physiology
Fall 2020
Texas A&M University-Central Texas

COURSE DATES, MODALITY, AND LOCATION

Course dates: August 24th- December 11th
Online this semester, virtual classes through WebEX
2:30-3:45 pm, Mondays and Wednesdays
This course meets virtually two times a week, and students are expected to be prepared for class by reading the chapter and doing the required homework to turn in through Canvas for each chapter.

This course uses the A&M-Central Texas Canvas Learning Management System [https://tamuct.instructure.com].

To access WebEx, in Canvas there will be a list on the left, such as Modules, Assignments, Syllabus, etc. WebEx is one of the choices. Click on that to get into WebEx.

INSTRUCTOR AND CONTACT INFORMATION

Instructor: Angela Parsons
Office: None this semester
Phone: 512-695-1612
Email: aparsons@tamuct.edu

Office Hours
I will be available by cell phone, or through WebEx or Facetime if you want to make an appointment for a face-to-face talk. I will also stay around after class in case anyone has questions.

Student-instructor interaction
I will check my email once or twice a day, but if you have an urgent question or would like to schedule a time for help, call my cell phone or text me. Make sure you identify yourself if you text me. I will not respond to calls or texts between the hours of 9 pm and 7 am.

WARRIOR SHIELD

Emergency Warning System for Texas A&M University-Central Texas
Warrior Shield is an emergency notification service that gives Texas A&M University-Central Texas the ability to communicate health and safety emergency information quickly via email, text message, and social media. All students are automatically enrolled in Warrior Shield through their myCT email account.
Connect to Warrior Shield by [911Cellular](https://portal.publicsafetycloud.net/Account/Login) to change where you receive your alerts or to opt out. By staying enrolled in Warrior Shield, university officials can quickly pass on safety-related information, regardless of your location.

**COVID-19 SAFETY MEASURES**

To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, Texas A&M University-Central Texas has adopted policies and practices to minimize virus transmission. All members of the university community are expected to adhere to these measures to ensure their own safety and the safety of others. Students must observe the following practices while participating in face-to-face courses, course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.) and co-curricular programs:

- **Self-monitoring**—Students should follow CDC recommendations for self-monitoring. Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction. Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities.

- **Face Coverings**—Face coverings must be worn inside of buildings and within 50 feet of building entrances on the A&M-Central Texas Campus. This includes lobbies, restrooms, hallways, elevators, classrooms, laboratories, conference rooms, break rooms, non-private office spaces, and other shared spaces. Face coverings are also required in outdoor spaces where physical distancing is not maintained. The university will evaluate exceptions to this requirement on a case by case basis. Students can request an exception through the Office of Access and Inclusion in Student Affairs.
  - If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Office of Student Conduct. Additionally, the faculty member may choose to teach that day’s class remotely for all students.

- **Physical Distancing**—Physical distancing must be maintained between students, instructors, and others in the course and course-related activities.

- **Classroom Ingress/Egress**—Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Leave classrooms promptly after course activities have concluded. Do not congregate in hallways and maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.

- The university will notify students in the event that the COVID-19 situation necessitates changes to the course schedule or modality.
COURSE INFORMATION

Course Overview and description
Explore mammalian physiology as well as other selected vertebrate taxa. Special emphasis on organ-system physiology, and cellular and molecular mechanisms in order to present a current view of physiological principles. Highlights the nervous, muscular, cardiovascular, respiratory, renal, digestive, and endocrine physiology. Prerequisite(s): BIOL 1407.

Course Objective
Student Learning Outcomes
Students will:

a. develop a working knowledge of the major physiological systems, and be able to associate anatomical areas with their specific function.

b. develop an understanding of the role of evolutionary processes (e.g. natural selection) in driving the organization of physiological systems.

c. understand important physiological challenges animals face, how those challenges vary in relation to the animals’ environment, and the processes by which animals deal with these challenges.

d. identify and describe structural differences of major physiological systems that characterize different taxonomic groups of animals.

e. relate physiological processes, from the biochemical to the system level, to the function of the entire organism in its environment.

Required Reading and Textbook(s)

COURSE REQUIREMENTS
Course Assessments:

• 40% Three lecture exams worth 100 points each
  Exam I will include SLOs a-e
  Exam II will include SLOs a-e
  Exam III will include SLOs a-e

• 25% Final Comprehensive Exam worth 100 points
  This will include SLOs a-e.

• 25% Assignments (chapter questions) worth 100 points each
  This topic is discussed later in the syllabus, but students are expected to hand write answers to HW questions, and these will be due in Canvas at the start of class for that chapter to be discussed. Instructor will check these for completeness and assign a grade based on effort put
forth by the student. For example, Chapter 3 HW will be due at the start of class on the first day we discuss Chapter 3. These are listed in the Assignments section on Canvas. Chapter HW questions will include SLOs a-e.

- **10% Chapter 16 Reproductive System Questions**, worth 100 points. These will include SLOs a-e. We will unable to cover this chapter in the course, so you will read the chapter and answer the questions, due Monday November 23rd. Work on them throughout the semester as there are a lot of questions and they must be answered in your own handwriting, not typed. The bonuses on the final will come from this chapter.

**Note:** The Modules section of Canvas will have all HW questions, including Chapter 16, all Power Points, Video Clips from each chapter to help you understand the material, Review Sheets, and helpful supplemental figures for some chapters. Lots of resources there!

**Grading Criteria Rubric and Conversion**

Grading scheme

- **A 4.00 (90 +)** Achievement that is outstanding relative to the level necessary to meet course requirements.
- **B 3.00 (80-89%)** Achievement that is significantly above the level necessary to meet course requirements.
- **C 2.00 (70–79%)** Achievement that meets the course requirements in every respect.
- **D 1.00 (60–69%)** Achievement that is worthy of credit even though it fails to meet fully course requirements.
- **F 0.00 (<60%)** Represents failure and signifies that the work was either (1) completed but at a level of achievement that is not worthy of credit or (2) was not completed and there was no agreement between the instructor and the student that the student would be awarded an “I” (incomplete).

**I (Incomplete)** The “I” shall be assigned at the discretion of the instructor when, due to extraordinary circumstances, the student was prevented from completing the work of the course on time. The assignment of an “I” requires a written agreement between the instructor and student specifying the time and manner in which the student will complete the course requirements. In no event may any such written agreement allow a period of longer than one year to complete the course requirements. For graduate and professional students, an “I” is to remain on the transcript until changed by the instructor or department. For all other students, work to make up an I must be submitted within one year of the last day of final examinations of the term in which the “I” was given; if not submitted by that time, then the “I” will automatically change to an F. To obtain an incomplete you must have been doing passing work in the course.

**Posting of Grades**

- Grades will be posted on CANVAS as I am finished with my evaluation of your work.
Grading and Instructor Policies

Read these carefully as I am strict with my policies.

**Grading Policy and Point Breakdown.** Grades in this course will be criteria-based on a number of activities including homework and exams. This means that grades will not be curved and anyone achieving a 90% or above will receive an A in this course.

**Grade Dispute Policy.** Grading disputes must be put in writing (with justification such as supporting statements from the text or another credible source) and given to me no earlier than 24 hours after the assignment has been returned. I will consider your request carefully, but reserve the right to adjust your grade up or down.

**Assignments.** All assignments are to be turned in, on time (i.e. at class time on due date). For every chapter, you will be expected to **hand write** your answers to HW questions from the chapter, and submit these online through Canvas to the instructor at the start of class. These will prepare you for lecture that day and force you to actually dive into the material, rather than just read it over. I will not accept e-mailed assignments of any kind or computer-generated notes.

**Late Assignments.** I expect all assignments to be turned in on time, by the start of class on the day it is due. Late assignments interfere with my ability to provide timely, detailed feedback, as well as with your ability to learn and process new material. Accordingly, any unauthorized late assignment will receive a 10% reduction in grade if it is submitted after the class period on the same day, and a 20% reduction if it is received by the next class day. The third day, the maximum points you can earn for the assignment will be 50%. After the third class day it is late, it will not be graded. No assignments will be accepted after the test over that material.

**Exams.** The exams will be a mixture of multiple choice, essay and short answer, designed to provoke reflection, critical thought, and application of knowledge. You will receive a list of several sample or real exam questions ahead of time in the form of Review Sheets. You are encouraged to prepare for the exam by reviewing reading materials, answering questions from the review guides, and consulting with other students in virtual study groups. You will then demonstrate your individual, integrated thoughts on the topic in a closed-book exam during the class period.

**Missed exams.** The exams will be taken online this semester, and Proctorio will monitor you while you take it. You will have a time limit on exams, If you know you will have to miss an exam, please contact me BEFORE the exam. I will gladly give make-up exams if the student has an unavoidable reason for missing the exam (i.e. death in the family, severe illness). Keep in mind that I will expect documentation of your reason for missing the exam (e.g. doctor’s note, obituary notice). Exams must be made up within a week of the original scheduled date, no exceptions regardless of excuse.

**What I expect of you.** To get the most out of this class, you are expected to conduct yourself in a professional manner, which includes contributing to class discussions, being punctual, and notifying me of absences in advance. Any inappropriate or offensive behavior of any kind (in class/lab/office or on assignments/exams) will be subject to a penalty commensurate with behavior.

**Class Attendance.** I expect that you attend each class session and arrive on time. If an
unavoidable situation arises that prevents you from attending class, I expect that you watch the lecture that will be recorded through WebEx, and watch the helpful video clips in the Modules section of Canvas. Homework not submitted by class time will be considered late.

**What you can expect of me.** You can expect me to start and end class on time, be available through office hours, e-mail, and by appointment, be responsive to student suggestions for course improvement, answer questions to the fullest extent possible and/or direct you to appropriate resources, return graded assignments and exams within a reasonable time frame, and treat you with respect as future colleagues.

**Discussion.** The topics in this class may encompass a diversity of issues that merit in-depth thought and discussion. Since individuals will be expressing their opinions, I expect that will you respect others’ contributions, as you would want them to do for you.

**Credits and Workload expectations.** For undergraduate courses, one credit is defined as equivalent to an average of two hours of learning effort per week (over a full semester) necessary for an average student to receive an average grade for the course. A student taking a four-credit class that meets for four hours a week should expect to spend an additional eight hours a week outside the classroom in order to earn an average grade.

**Class Structure.** Classes will involve a balance of active lecture and engaging learning activities. I believe that students learn the theories and concepts much better when they have an active role. We are constrained by the lack of meeting in a classroom setting and interacting with others, but the more you participate and answer questions when asked, the better our virtual experience will be. I love teaching, and I am committed to doing the best I can in a virtual setting.

NOTE! The following Science policies are now in effect:

a. Lecture courses
   i. Exams
      1. The exams will be timed, so watch your time as you take it so you finish before the time limit.
      2. Any student needing to take an exam at a different time as rest of students due to sickness or other accommodations will receive a different version of exam. This includes sickness, special accommodations, etc....
      3. All students needing special accommodations must submit an accommodation form from the Office of Access and Inclusion listing the specific accommodations needed. Students are responsible for scheduling their own exam times with the TAMUCT Testing Center.
      4. Any student missing an exam in class for any other reason (i.e. illness, death in family, etc....) must provide documentation for missing the exam (e.g. doctor’s note, obituary notice, etc....). Exams must be made up within one week of original scheduled date, no exceptions.
      5. Fall Semester 2020: All exams must use a proctoring service (Proctorio). For tutorials on how to use Proctorio, go to
TEL (Technology Enhanced Learning) on Canvas, then go to Modules section, and there is one for students on how to use Proctorio.

COURSE OUTLINE AND CALENDAR

Complete Course Calendar

Note: All HW questions are in the Modules section of Canvas, and will be submitted online to the Assignments section. Due dates are posted in Assignments section.

1. Week of August 24
   a. Lecture Topic: Homeostasis and Integration/Cellular and Molecular Physiology
      i. Chapters 1 and 2

2. Week of August 31
   a. Lecture Topic: Cellular and Molecular Physiology/Membrane Physiology
      i. Chapters 2 and 3

3. Week of September 7 (No class Monday—Labor Day observed)
   a. Lecture Topic: Membrane Physiology/Neuronal Physiology
      i. Chapter 3

4. Week of September 14
   a. Lecture Topic: Neuronal Physiology
      i. Chapter 4

5. Week of September 21
   a. Lecture Topic: EXAM I-Chapters 1-4 (Monday), Nervous Systems
      i. Chapter 5

6. Week of September 28
   a. Lecture Topic: Nervous Systems, Sensory Physiology
      i. Chapters 5 and 6

7. Week of October 5
   a. Lecture Topic: Sensory Physiology, Endocrine Physiology
      i. Chapters 6 and 7

8. Week of October 12
   a. Lecture Topic: Endocrine Physiology, Muscle Physiology
      i. Chapters 7 and 8

9. Week of October 19
   a. Lecture Topic: Muscle Physiology, Exam II- Ch 5-8 (Wednesday)
      i. Chapter 8

10. Week of October 26
    a. Lecture Topic: Circulatory Systems
       i. Chapter 9
11. Week of November 2
   a. Lecture Topic: Defense Systems
      i. Chapter 10

12. Week of November 9 (no class Wednesday—Veteran’s Day observed)
   a. Lecture Topic: Respiratory Systems
      i. Chapter 11

13. Week of November 16
   a. Lecture Topic: Respiratory Systems, **EXAM Chapters 9-11 (Wednesday)**
      i. Chapter 12

14. Week of November 23
   a. Lecture Topic: Digestive Systems (and Chapter 16 questions due today! 10% of your grade!)
      i. Chapter 14

15. Week of November 30
   a. Lecture Topic: Digestive Systems
   b. Chapter 14, Review for Final Exam

16. Week of December 7
    **Comprehensive Final Exam (Monday)**

**Important University Dates**

*https://www.tamuct.edu/registrar/academic-calendar.html*

**TECHNOLOGY REQUIREMENTS AND SUPPORT**

**Technology Requirements**

This course will use the A&M-Central Texas Instructure Canvas learning management system. We strongly recommend the latest versions of Chrome or Firefox browsers. Canvas no longer supports any version of Internet Explorer.

Logon to A&M-Central Texas Canvas [https://tamuct.instructure.com/] or access Canvas through the TAMUCT Online link in myCT [https://tamuct.onecampus.com/]. You will log in through our Microsoft portal.

Username: Your MyCT email address. Password: Your MyCT password

**Canvas Support**

Use the Canvas Help link, located at the bottom of the left-hand menu, for issues with Canvas. You can select “Chat with Canvas Support,” submit a support request through “Report a Problem,” or call the Canvas support line: 1-844-757-0953.
For issues related to course content and requirements, contact your instructor.

**Online Proctored Testing**

A&M-Central Texas uses Proctorio for online identity verification and proctored testing. This service is provided at no direct cost to students. If the course requires identity verification or proctored testing, the technology requirements are: Any computer meeting the minimum computing requirements, plus web camera, speaker, and microphone (or headset). Proctorio also requires the Chrome web browser with their custom plug in.

**Other Technology Support**

For log-in problems, students should contact Help Desk Central

24 hours a day, 7 days a week

Email: helpdesk@tamu.edu

Phone: (254) 519-5466

Web Chat: [http://hdc.tamu.edu](http://hdc.tamu.edu]

*Please let the support technician know you are an A&M-Central Texas student.*

---

**UNIVERSITY RESOURCES, PROCEDURES, AND GUIDELINES**

**Drop Policy**

If you discover that you need to drop this class, you must complete the Drop Request Dynamic Form through Warrior Web.

[https://dynamicforms.ngwebsolutions.com/casAuthentication.ashx?InstID=eaed95b9-f2be-45f3-a37d-46928168bc10&targetUrl=https%3A%2F%2Fdynamicforms.ngwebsolutions.com%2FSubmit%2FForm%2FStart%2F53b8369e-0502-4f36-be43-f02a4202f612].

Faculty cannot drop students; this is always the responsibility of the student. The Registrar’s Office will provide a deadline on the Academic Calendar for which the form must be completed. Once you submit the completed form to the Registrar’s Office, you must go into Warrior Web and confirm that you are no longer enrolled. If you still show as enrolled, FOLLOW-UP with the Registrar’s Office immediately. You are to attend class until the procedure is complete to avoid penalty for absence. Should you miss the drop deadline or fail to follow the procedure, you will receive an F in the course, which may affect your financial aid and/or VA educational benefits.

**Academic Integrity**

Texas A&M University -Central Texas values the integrity of the academic enterprise and strives for the highest standards of academic conduct. A&M-Central Texas expects its students, faculty, and staff to support the adherence to high standards of personal and scholarly conduct to preserve the honor and integrity of the creative community. Academic integrity is defined as a commitment to honesty, trust, fairness, respect, and responsibility. Any deviation by students
from this expectation may result in a failing grade for the assignment and potentially a failing grade for the course. Academic misconduct is any act that improperly affects a true and honest evaluation of a student’s academic performance and includes, but is not limited to, working with others in an unauthorized manner, cheating on an examination or other academic work, plagiarism and improper citation of sources, using another student’s work, collusion, and the abuse of resource materials. All academic misconduct concerns will be referred to the university’s Office of Student Conduct. Ignorance of the university’s standards and expectations is never an excuse to act with a lack of integrity. When in doubt on collaboration, citation, or any issue, please contact your instructor before taking a course of action.

For more information regarding the Student Conduct process, [https://www.tamuct.edu/student-affairs/student-conduct.html].
If you know of potential honor violations by other students, you may submit a report, [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=0].

Academic Accommodations

At Texas A&M University-Central Texas, we value an inclusive learning environment where every student has an equal chance to succeed and has the right to a barrier-free education. The Office of Access and Inclusion is responsible for ensuring that students with a disability receive equal access to the university’s programs, services and activities. If you believe you have a disability requiring reasonable accommodations please contact the Office of Access and Inclusion, WH-212; or call (254) 501-5836. Any information you provide is private and confidential and will be treated as such.

For more information please visit our [Access & Inclusion Canvas page (log-in required)](https://tamuct.instructure.com/courses/717)

Important information for Pregnant and/or Parenting Students

Texas A&M University-Central Texas supports students who are pregnant and/or parenting. In accordance with requirements of Title IX and related guidance from US Department of Education’s Office of Civil Rights, the Dean of Student Affairs’ Office can assist students who are pregnant and/or parenting in seeking accommodations related to pregnancy and/or parenting. Students should seek out assistance as early in the pregnancy as possible. For more information, please visit [Student Affairs](https://www.tamuct.edu/student-affairs/index.html). Students may also contact the institution’s Title IX Coordinator. If you would like to read more about these requirements and guidelines online, please visit the website [http://www2.ed.gov/about/offices/list/ocr/docs/pregnancy.pdf].

Title IX of the Education Amendments Act of 1972 prohibits discrimination on the basis of sex and gender—including pregnancy, parenting, and all related conditions. A&M-Central Texas is able to provide flexible and individualized reasonable accommodation to pregnant and parenting students. All pregnant and parenting students should contact the Associate Dean in the Division of Student Affairs at (254) 501-5909 to seek out assistance. Students may also
contact the University’s Title IX Coordinator.

**Tutoring**

Tutoring is available to all A&M-Central Texas students, on a remote online basis. Visit the Academic Support Community in Canvas to view schedules and contact information. Subjects tutored on campus include Accounting, Advanced Math, Biology, Finance, Statistics, Mathematics, and Study Skills. Tutors will return at the Tutoring Center in Warrior Hall, Suite 111 in the Fall 2020. Student success coaching is available online upon request.

If you have a question regarding tutor schedules, need to schedule a tutoring session, are interested in becoming a tutor, success coaching, or have any other question, contact Academic Support Programs at (254) 501-5836, visit the Office of Student Success at 212F Warrior Hall, or by emailing studentsuccess@tamuct.edu.

Chat live with a tutor 24/7 for almost any subject from on your computer! Tutor.com is an online tutoring platform that enables A&M-Central Texas students to log in and receive online tutoring support at no additional cost. This tool provides tutoring in over 40 subject areas except writing support. Access Tutor.com through Canvas.

**University Writing Center**

The University Writing Center (UWC) at Texas A&M University–Central Texas (TAMUCT) is a free service open to all TAMUCT students. For the Fall 2020 semester, all services will be online as a result of the COVID-19 pandemic. The hours of operation are from 10:00 a.m. - 5:00 p.m. Monday thru Thursday with satellite hours online Monday thru Thursday from 6:00-9:00 p.m. The UWC is also offering hours from 12:00-3:00 p.m. on Saturdays.

Tutors are prepared to help writers of all levels and abilities at any stage of the writing process. By providing a practice audience for students’ ideas and writing, our tutors highlight the ways in which they read and interpret students’ texts, offering guidance and support throughout the various stages of the writing process. While tutors will not write, edit, or grade papers, they will assist students in developing more effective composing practices. Whether you need help brainstorming ideas, organizing an essay, proofreading, understanding proper citation practices, or just want a quiet place to work, the UWC is here to help!

Students may arrange a one-to-one session with a trained and experienced writing tutor by making an appointment via WCOOnline [https://tamuct.mywconline.com/]. In addition, you can email Dr. Bruce Bowles Jr. at bruce.bowles@tamuct.edu if you have any questions about the UWC and/or need any assistance with scheduling.

**University Library**

The University Library provides many services in support of research across campus and at a
distance. We offer over 200 electronic databases containing approximately 250,000 eBooks and 82,000 journals, in addition to the 85,000 items in our print collection, which can be mailed to students who live more than 50 miles from campus. Research guides for each subject taught at A&M-Central Texas are available through our website to help students navigate these resources. On campus, the library offers technology including cameras, laptops, microphones, webcams, and digital sound recorders.

Research assistance from a librarian is also available 24 hours a day through our online chat service, and at the reference desk when the library is open. Research sessions can be scheduled for more comprehensive assistance, and may take place on Skype or in-person at the library. Assistance may cover many topics, including how to find articles in peer-reviewed journals, how to cite resources, and how to piece together research for written assignments.

Our 27,000-square-foot facility on the A&M-Central Texas main campus includes student lounges, private study rooms, group work spaces, computer labs, family areas suitable for all ages, and many other features. Services such as interlibrary loan, TexShare, binding, and laminating are available. The library frequently offers workshops, tours, readings, and other events. For more information, please visit our Library website [http://tamuct.libguides.com/index].

For Fall 2020, all reference service will be conducted virtually. Please go to our Library website [http://tamuct.libguides.com/index] to access our virtual reference help and our current hours.

OPTIONAL POLICY STATEMENTS

A Note about Sexual Violence at A&M-Central Texas

Sexual violence is a serious safety, social justice, and public health issue. The university offers support for anyone struggling with these issues. University faculty are mandated reporters, so if someone discloses that they were sexually assaulted (or a victim of Domestic/Dating Violence or Stalking) while a student at TAMUCT, faculty members are required to inform the Title IX Office. If you want to discuss any of these issues confidentially, you can do so through Student Counseling (254-501-5955) located on the second floor of Warrior Hall (207L).

Sexual violence can occur on our campus because predators often feel emboldened, and victims often feel silenced or shamed. It is incumbent on ALL of us to find ways to actively create environments that tell predators we don’t agree with their behaviors and tell survivors we will support them. Your actions matter. Don’t be a bystander; be an agent of change. For additional information on campus policy and resources visit the Title IX webpage [https://www.tamuct.edu/compliance/titleix.html].

Behavioral Intervention
Texas A&M University-Central Texas cares about the safety, health, and well-being of its students, faculty, staff, and community. If you are aware of individuals for whom you have a concern, please make a referral to the Behavioral Intervention Team. Referring your concern shows you care. You can complete the referral online [https://cm.maxient.com/reportingform.php?TAMUCentralTexas&layout_id=2].

Anonymous referrals are accepted. Please see the Behavioral Intervention Team website for more information [https://www.tamuct.edu/student-affairs/bat.html]. If a person’s behavior poses an imminent threat to you or another, contact 911 or A&M-Central Texas University Police at 254-501-5800.