

**Gross Anatomy Syllabus  
BIO 410/5410**

**The complete syllabus and other information will be found on Moodle.**

**PLEASE READ THIS INFORMATION CAREFULLY**

Undergraduate Prerequisites: Completion of BIO 305 or 306 AND completion of a 5-hour course with a grade of a B or better.

Graduate Prerequisites: Graduate Standing AND must be currently enrolled in the MS Medical Science Program

Credit Hours: 8 semester hours

*Auditing this course is not allowed. You may not enroll in the course as an audit and you may not change from for credit to audit.*

**Technical Standards: Students need to have sufficient motor and sensory function to be able to dissect cadavers for the full duration of the assigned laboratory meeting times.**

Instructors:

Dr. Beth Dunigan

Phone: 601- 925-3972

Email: [dunigan@mc.edu](mailto:dunigan@mc.edu)

Office: Dunigan H104

Webpage: <http://www.mc.edu/campus/users/dunigan/>

Dr. Linha Phan

Phone: 601-925-7817

Email: [lphan@mc.edu](mailto:lphan@mc.edu)

Office : H 106

Dr. Stephanie Carmicle

Phone: 601-925-3872

Email: [carmicle@mc.edu](mailto:carmicle@mc.edu)

Office: MS215

Dr. Chinelo Udemgba

Phone: 601-925-7354

Email: [cudemgba@mc.edu](mailto:cudemgba@mc.edu)

Office H 205

**It is extremely important that you check your MC email. Communication will be conducted via this email account.**

- **Cell phones are not allowed out in the classroom after class begins. They are to be kept in your book bag, purse or pocket.**
- **They are not allowed on the desk or in your lap. Before class begins, turn cell phones OFF.**
- **Recording lectures is permitted. Videotaping lectures is NOT permitted.**
- **Touching a cell phone after an exam is passed out will result in a zero on the exam and you may face consequences for cheating which can result in expulsion from MC.**
- **Recording, video or audio or the taking of pictures during the review of quizzes and exams is NOT permitted.**

**Violation of the above will be considered a violation of our honor code and will go onto your permanent record. Violation of the above may result in expulsion from the course or program. This violation will be reported to any graduate or professional school you apply. Touching a cell phone or other electronic devices other than the calculator that was provided to you is NOT permitted.**

**Methods of Instruction**

The lecture component of this course will consist of overhead notes, PowerPoint presentations, clinical descriptions, illustration of major systems, and outside reading. Students are responsible for all notes in the note packet even if they are not covered in the class. Students are also responsible for all discussions that take place during the lecture class and assigned readings. Students are required to know the clinical boxes in all required texts. **Some lectures are prerecorded. You are responsible for all material in the prerecorded lectures.**

The lab component of the course will consist mainly of dissection of cadavers. Students are responsible for **all** material listed in the yellow boxes of the dissection manual. In addition to the structures on the wet cadavers, students are also responsible for bones and associated structures which are listed in the dissection manual (white and yellow sections) and all structures on the joint models. Preserved cadaver material may also be used on the exam. Students will be responsible for all structures listed in yellow boxes for preserved cadaver material. Students are also responsible for structures (listed in lecture and lab) in radiographs found in all required books and the cross-sections found on the DVD. Models will be assigned. Students are responsible for all structures from lecture and lab on these models. Additional objectives may be added during the semester. *Please see the dissection schedule for more detail.*

NOTE: If needed lectures outside class time may be given including Saturday lectures. Some lectures will be recorded. It is up to the student to learn this material.

## Grading Policies

- All lecture exams are comprehensive. Each exam will include material from the following:
  - lecture notes which includes the written notes and anything that is added in class.
  - diagrams
  - clinical correlations from *Gray's Anatomy, BRS book 7<sup>th</sup> edition, Grant's Atlas and the dissection manual*. **ALL clinical correlations are comprehensive on each exam.**
- All lab exams are comprehensive. You will be asked to identify tagged structures on the following:
  - cadaver structures (both wet and preserved cadavers structures),
  - bones, models
  - radiographs
  - cross-sections**The number of questions on the lab exam may vary from exam to exam.**
- Quizzes will count 5% of your final grade:
  - Every Thursday at 9:25 AM, a comprehensive lab quiz will be given. Missing a quiz for any reason will result in a zero for that quiz. The format of the quizzes will be identifying structures from the previous week's lab. This may include but is not limited to photos of cadaver structures, models, and radiographs. Your 8 highest quiz grades will count toward your quiz average. If you accumulate more than 8 perfect lab quizzes, then each additional perfect score will add one point to your final lab exam score
  - Every Tuesday 9:25 AM, a comprehensive lecture quiz will be given. Your 8 highest lecture quiz grades will count toward your lecture quiz average. If you accumulate more than 8 perfect lecture quizzes, then each additional perfect score will add one point to a lecture exam score. Missing a quiz for any reason will result in a zero for that quiz. The format of the quizzes may be double True/False, multiple choice, short answer and/or fill-in the blank. The quiz material will cover the previous week's lecture material and any other material assigned by the instructors.
- Lab attendance and participation.

Attendance and completeness of dissection will count 5% your final grade. **You are expected to be in lab all three afternoons from 1:00 until 5:00.** Unexcused absences or early departures may result in your lab grade being lowered. Unexcused absences will result in a loss of points for the day of the absence. More than 3 unexcused absences may result in your final lab grade being lowered. Excused absences will require official documentation of the reason for the absence.

You must complete the day's dissection assignments before the **BEGINNING** of the next lab. Incomplete dissections and sloppy dissections will result in a loss of points.
- Graduate Students will be given a 2-3 scholarly review papers to learn. Undergraduates will be given 1 scholarly review paper to learn. An exam will be given on the content of those papers and the score on that exam will constitute 10% of your final course grade. Exam date is TBA
- The National Board of Medical Examiner's Gross Anatomy Board Exam will be given May 8, 8:00AM. Only students who are taking 2 Shelf Board Exams can take one of the exams at 1 PM that same day. If you score 500 or greater on the Gross Shelf Board Exam, your grade will be raised by one letter grade. Example, C to B; C+ to B+; B to A, B+ to A.

There will be four exams. All exams are comprehensive:

### **Weighted exam scale**

**Exam 1-( 7.5%) Feb. 12, 2014**

**Exam 2-(12.5%) March 5, 2014**

**Exam 3- ( 22.5%) April 2, 2014**

**Exam 4- (37.5%) Lecture final, May 3, 2014 at 8:00 AM ; lab final, April 25 at 1:00PM.**

**Grading Scale**

A 85.00-100%  
B 75.0-84.9%  
C 65.0-74.9%  
D 60.00-64.9%  
F 59.9% and below

**Graduate grading scale**

A: 85.00-100%  
B+: 80.0-84.9%  
B: 75.0-79.9%  
C+: 70.0-74.9%  
C: 65.0-69.9%  
D: 60.00-64.9%  
F: 59.9% and below

**Attendance:**

Lecture starts at 9:25 AM (TR) and lab starts at 1:00 PM (WRF) . *Excessive tardiness may result in loss of exam points.* Strict adherence to Mississippi College's class attendance policy will be followed. Any student whose absences, whether excused or unexcused, exceed 25% of the class meetings will receive a grade of "F" in the course.

**Absence from lab:** You are expected to be in lab Wednesday, Thursday and Friday from 1:00-5:00. Excused absences must be documented. If you miss due to an illness, you will need a doctor's excuse. If you miss for other reasons, bring some type of official documentation. Unexcused absences will result in a loss of participation points for the day you miss. Leaving early for unexcused reasons or arriving late for unexcused reasons will result in a loss of participation points for that day.

- *Three unexcused absences will result in your final lab grade being lowered one letter grade.*
- *Three unexcused tardies and/or unexcused early departures will count as one unexcused absences.*

**Reviewing exams**

Students will be given **one** opportunity to review an exam they previously completed. During the review (the date will be announced), students will be given the answer sheet only. The questions will be reviewed on a PowerPoint presentation. During the review, students are not allowed to write any information. They are also not allowed to record any part of the exam (including photos, audio recording and video recording and any other recording of info). Cell phones and other electronic devices must be turned off and put away. Students must return the answer sheet following the review. Failure to return the answer sheet or writing or recording information will result in a zero on the exam and students may be reported as having cheated on the exam. Students will not have the opportunity to review the exam at a later date.

**Violation of this will be considered a violation of our honor code and will go onto your permanent record. This may result in expulsion from the course or program. This violation will be reported to any graduate or professional school you apply. Touching a cell phone or other electronic devices other than the calculator that was provided to you is NOT permitted.**

**Missing an exam**

Missing an exam due to an **unexcused absence** will result in a zero for that exam.

What counts as an "excused absence" is solely the judgment of the professor. Typically an excused absence is defined as an absence due to personal illness, or death of a relative. You must have a letter from your physician before an excused absence is granted if you miss due to illness. Make-up exams will be given on dead day in May.

**Missing a lab exam.**

A missed lab exam with an excused absence will result in the final lab exam grade replacing the missed lab exam grade. Lab exams cannot be made up.

**Gross Lab****See guidelines and lab statement for details.**

Taking photos of the cadavers, models and/or bones is NOT permitted under any circumstances. Taking photos of cadavers, models and/or bones will result in an F in the course. Violations may result in expulsion from Mississippi College. This violation will be reported to any graduate or professional school to which you apply. Other rules are listed on another page. Violation of any of these rules may result in an F for the course and/or expulsion from Mississippi College and will be reported to an graduate or professional school to which you apply. You are expected follow all lab rules in the attachment to syllabus. Failure to follow these may result in an F in the class and you may be subject to disciplinary hearings.

**Academic Integrity:** Mississippi College students are expected to be scrupulously honest. Dishonesty, such as cheating or plagiarism, or furnishing false information, including forgery, alteration or misuse of College documents, records or identification, will be regarded as a serious offense subject to severe penalty, including, but not limited to, loss of credit and possible dismissal. For further information on plagiarism and cheating, see the *Mississippi College Bulletin*.

**Please note that using any type of electronic device during an exam and during quizzes will constitute cheating. If you have an electronic device during the exam or quiz, you may be subject to the penalties set forth by MC. Additionally, if you are caught cheating, this information may be passed on to the professional school to which you are applying.**

**Textbooks needed.**

*Gray's Anatomy for Students*, by Drake, et. al.  
*Cranial Nerves in Health and Disease*, by Wilson-Pauwels, et. al.  
*Board Review Series, Gross Anatomy 7<sup>th</sup> Edition* by Chung and Chung  
*Grant's Dissector 15<sup>th</sup> edition* by Tank  
*Grant's Atlas of Anatomy* by Agur and Dalley

Suggested but not required. Any edition of these books is fine.

*Color Atlas of Anatomy*, by Rothen and Yokochi (**strongly suggested but get an older edition**)

*Atlas of Human Anatomy*, by Netter

Visible Body Animation <http://www.visiblebody.com/index.html>

The following book will be available on a class DVD. It is your responsibility to copy the material to your computer and return the DVD.

*Nasco's Cross-Sectional Anatomy Workbook* by Sether

***Tutoring is available***

Contact one of the following tutors if you need tutoring. When emailing them, please put gross tutor in the subject line so they will not overlook your email.

The tutors and their contact information will be listed on Moodle.

**OTHER INFO:**

**Food and most beverages are NOT allowed in the lecture classroom. You may bring water in a clear bottle with a top on the bottle in the lecture room only.**

**FOOD, BEVERAGES AND GUM ARE NOT ALLOWED IN LAB!**

**Important Dates**

January 20 – MLK Holiday  
January 23 – Last Day to Drop a class with 100% refund.  
March 10-16 – spring Break  
March 21 – Last day to drop a class – 0% refund  
April 21- Monday- Easter Holiday

**Special accommodations at Student Counseling Services:**

In order for a student to receive disability accommodations under Section 504 of the Americans with Disabilities Act, he or she must schedule an individual meeting with the Director of Student Counseling Services **immediately upon recognition of their disability** (if their disability is known they must come in before the semester begins or make an appointment **immediately** upon receipt of their syllabi for the new semester). The student must bring with them written documentation from a medical physician and/or licensed clinician that verifies their disability. If the student has received prior accommodations, they must bring written documentation of those accommodations (example Individualized Education Plan from the school system). Documentation must be current (**within 3 years**). The student must meet with SCS **face-to face** and also attend two (2) additional follow up meetings (one mid semester before or after midterm examinations and the last one at the end of the semester). Please note that the student may also schedule additional meetings as needed for support through SCS as they work with their professor throughout the semester. Note: Students must come in **each semester** to complete their Individualized Accommodation Plan (example: MC student completes fall semester IAP plan and even if student is a continuing student for the spring semester they must come in again to complete their spring semester IAP plan).

Student Counseling Services is located in Alumni Hall Room #4 or they may be contacted via email at: [mbryant@mc.edu](mailto:mbryant@mc.edu) or [rward@mc.edu](mailto:rward@mc.edu) or by phone at [601-925-7791](tel:601-925-7791).

## **Early Alert System**

Mississippi College has adopted the practice of finding students early in the semester who may be exhibiting behaviors that could ultimately have a negative impact on their academic progress. These behaviors are often called “red flag” behaviors and include, but are not limited to, excessive absences, poor test grades, and lack of class participation or evidence of non-engagement. Identifying these behaviors early gives the instructor the opportunity to raise the “red flag” on behalf of a particular student so that the student can take the appropriate action to redirect his/her progress. The system alerts the student, the student’s advisor, and the Office of Student Success.

These messages are intended to help a student recognize an area of concern and to encourage him/her to make some choices to improve the situation. When a student receives an Early Alert message, the student should quickly make an appointment to talk with his/her professor about the situation. Also, students can make full use of the Office of Student Success to set academic goals and connect to campus resources.

**This syllabus may be changed in order to meet the needs of the class. This includes exam dates.**