

Human Anatomy & Physiology I

BI231 | Section Number: Z1, Z2, Z3 | FALL 2026

Instructor Information

Name: Sam Loftus

Email: sam.loftus@oregoncoast.edu

Office Room: CC238

Office Phone: 541-867-8560

Office Hours: Tues/Thurs 3-4:15pm, Friday 8-10:30am or by appointment

Secondary Contact: Dr. Sarah Whiteford, Dean of CTE and Academic Pathways,
sarah.whiteford@oregoncoast.edu

Course Information

Class Room:

- LECTURE: Z1, Z2: **062**, Z3: **049**
- LAB: All sections meet in **236**

Lecture and Lab Meeting times:

SECTION	LECTURE (TIME, ROOM)	LAB (RM236)
Z1	M/W 2:00-3:30PM, RM062	M/W 12:15-1:45 PM
Z2	M/W 2:00-3:30PM, RM062	M/W 3:45-5:15 PM
Z3	M/W 10:30AM -12:00PM, RM049	T/R: 12:30–2:00PM

Textbook: OpenStax Anatomy & Physiology 2e

Materials/Equipment: computer capable of accessing Canvas, preparing pdfs for upload to Canvas

Learning Management System: All courses are web-enhanced, and all students are required to have access to Canvas which can be accessed through the main OCCC website at OregonCoast.edu. All faculty must use Canvas gradebook so that students can easily track their grades.

Important dates

Last day to drop* with a refund in first week: See the [2026-2027 Academic Calendar](#)

Last day to withdraw* with a 'W': See the [2026-2027 Academic Calendar](#)

**Be aware that dropping/withdrawing from a course may affect your financial aid*

Students are responsible for adding, dropping, and withdrawing from classes by published deadlines. The drop and withdraw deadlines are on the academic calendar. Beginning the second week, until the deadline published on the academic calendar each term, students may

withdraw from classes. A mark of “W” will appear on their transcript. Tuition and fees remain on the student account when a student chooses to withdraw from a class.

Syllabus Changes:

This syllabus serves only as a guide to this course. The instructor reserves the right to change any part of this syllabus at any time due to any variety of circumstances. Methods and criteria used to evaluate student performance may also change. If and when changes occur, students will be informed in writing. Students are responsible to keep informed of syllabus changes as they occur by attending and participating in class and communicating with the instructor.

Course Description

Introduces basic anatomical and physiological terms, tissues, the integumentary, skeletal, muscular and nervous systems including nervous histology, physiology, spinal cord and nerves. Includes lecture discussions complemented by laboratories involving microscopy, animal dissection, physiological exercises and computer based exercises. This is the first course in a three-course sequence.

Course Outcomes

Upon successful completion students will be able to:

1. Work collaboratively, competently and ethically within a team of other health care professionals in subsequent clinical and academic programs in allied health sciences.
2. Apply concepts and knowledge of general anatomical terminology, gross anatomy, physiology, histology and terminology related to the integument, muscular, skeletal and nervous systems (histology, physiology, spinal cord and nerves) toward clinical problem solving.
3. Critically evaluate health articles and medical journals related to anatomy and physiology and contextualize the knowledge into the realm of public health and broader social issues.
4. Effectively evaluate case studies in anatomy and physiology through verbal, written and/or multimedia means.
5. Continually develop scientific reasoning and the ability to interpret patient data through the collection of clinical and physiological parameters.
6. Use correct terminology to communicate anatomical features and physiological processes.

Student Conduct

Academic Integrity

Learning is built on the fundamental qualities of honesty, fairness, respect, and trust. At Oregon Coast Community College, academic integrity is a shared endeavor characterized by truth, personal responsibility and high academic standards. Any violation of academic integrity devalues the individual and the community. One important aspect of academic integrity is academic honesty.

Violations of academic honesty include:

- Plagiarism
- Collusion/Inappropriate Assistance
- Cheating
- Fabrication/Falsification/Alteration
- Unauthorized Multiple Submission
- Sabotage and Tampering

A student who violates academic honesty will be subject to disciplinary action according to Student Rights and Responsibilities.

Artificial Intelligence Policy

It is expected that you will produce all of the work you submit for grading in this course, or work that you present to peers during group work. Using AI in this course is restricted to activities that support your studying outside of class only. Using generative AI or the assistance of AI to produce any work that you submit for grading or represent as your own constitutes a violation of OCCC's academic integrity policy

Students are allowed to use AI tools (eg: chatgpt, large language models, copilot) for activities that support studying or understanding.

Examples of acceptable use: generating practice quiz questions, creating study guides, using the AI tool to provide feedback on explanations to improve clarity and understanding

Students are NOT allowed to use AI tools to generate work that would be submitted for grading. Suspected use of AI tools on submitted graded work will be investigated and may culminate in the filing of an academic integrity concern report.

Examples of unacceptable use: generating lab reports, generating journal club summaries, generating outlines for lab reports, generating discussion posts, generating answers to case studies during class activities

If you have any questions about using generative AI in this course, please email or talk to me and we can discuss appropriate usage.

Policy on Mobile Communication Devices

Unless otherwise approved by the instructor, students are not permitted to operate cell phones or pagers during class or laboratory sessions, as these devices disrupt learning and teaching activities. There may be times during class when you will be permitted to use a mobile device to participate in course activities. Otherwise, students should use such communication devices only during class breaks outside the classrooms. Discuss exceptions with Instructor.

Students Rights and Responsibilities

The Student Rights and Responsibilities in the Student Handbook establishes students' freedom and protections as well as expectations of appropriate behavior and ethical academic work [<https://catalog.oregoncoastcc.org/student-handbook>].

Children on OCCC Property

Students are not allowed to bring children to classes or leave them unattended on campus. We expect compliance from both students and faculty regarding this policy.

Enrolled Minors

The college offers programs that allow minors (students under 18) to enroll in college courses. Students are advised to foster relationships that are age appropriate with classmates.

Attendance

Students are expected to attend all classes in which they are enrolled.

Students must attend and complete required assignments for the first week of the course or be administratively dropped from the course for non-attendance, unless arrangements have been made with the instructor in advance. Attendance is taken in all classes in the first week of the term. Instructors typically continue to take attendance all term.

Repeated absences will affect your grade.

Students are responsible for dropping or withdrawing from registered classes by talking with your Success Coach and completing the official drop/withdrawal process (see [Withdrawal | Oregon Coast Community College](#).) Students who stop attending or have excessing absences and who fail to drop or withdraw from a class by the published deadline may earn a grade of F or NP according to the grade system option selected by the student. Students who fail to attend or stop attending classes and fail to drop those classes by the published drop deadline will be responsible for the associated tuition and fees.

Students may not attend classes they are not registered for.

Course Information

Being successful: A variety of instructional techniques will be used in class and lab to help students master the course content. A successful student attends all classes, participates fully in all individual and group activities, completes recommended homework assignments, and gives their best effort every day.

Getting help: Reaching out for help is best done early and often. Make a study group early, meet with your study group regularly. Your instructor is also here to help--please make an appointment through Canvas Inbox to attend office hours if you have any questions or need assistance.

Instructor Communication and Office Hours

Please contact your instructor through **Canvas Inbox**. You can expect a response within 24 hours during the week and within 48 hours over the weekend.

Office hours can be in person or over Zoom, please indicate your preference when requesting a meeting. If none of the scheduled office hours are convenient, please propose a time that works for your schedule.

Grades

Your final term grade will be composed of lecture and lab exams, weekly reflections, lab assignments, and quizzes.

Exams: Each exam will be delivered over two class periods to improve student test-taking skills.

Part 1: Collaborative exam, full class period

- 10/7/2026, 11/4/2026
 - Note, There will be 2 *collaborative exams*.
- 40 points each: 15 multiple choice (1 point each), 15 short answer (1 point each)
- Must be completed in assigned groups in class.
- This portion of the exam is fully open book and open note.
- Any group earning 50% or more on the exam will receive 40 points. Groups earning less than 50% will get the number of points earned.
- Attendance is required for full credit. Students arriving 30+ minutes late may not participate.
- In case of non-attendance, a student may complete the exam as an individual outside of class. In this case, the exam must be submitted to Canvas by 5 PM on the due date and will be subject to a 15-point penalty.
 - (80 points)

Part 2: Individual exam, 90 minutes

- 10/12/2026, 11/9/2026, 12/2/2026
- 40 points each: 15 multiple choice (1 point each), 15 short answer (1 point each)
- Questions will be “isomorphic” to the part 1 exam. This means they will be different questions but test the same concept.
- Must be completed individually
- One 8.5” x 11” page (front and back) of handwritten notes is permitted. Typed or copied notes will be confiscated.
- Attendance during the exam period, which begins at the start of class, is required
 - (120 points)

Each exam score is calculated as the sum of the two parts. Do not take this course if you cannot attend all parts of all exams. See the schedule below for exam dates.

Make-up lecture exams are only given in cases of extreme emergency. Such absences require documentation as verification (for example, a doctor’s note, a police accident report, etc.). Without documentation, you will NOT be able to make-up those points. If you miss a lecture exam, the instructor must be notified within 24 hours of the original exam date to be eligible for a make-up exam. Failure to notify within 24 hours will result in a score of zero for that exam.

Exam Format Rationale

Promotes Deep Learning through Collaboration (Part 1): The collaborative portion encourages active discussion and peer learning, allowing students to articulate their reasoning and learn from one another. This fosters a deeper understanding of the material by exposing students to different perspectives and problem-solving approaches.

Improves Individual Performance and Test-Taking Skills (Part 2): By immediately following the collaborative exam with an individual exam on similar concepts, students reinforce their understanding and develop independent problem-solving skills. Allowing a handwritten notes sheet supports effective study habits and reduces anxiety.

Encourages Consistent Attendance and Participation: Requiring attendance for both parts ensures student engagement throughout the entire assessment process. Clear guidelines on punctuality and late arrival help maintain fairness and accountability.

Balances Group and Individual Accountability: The two-stage structure ensures that students benefit from collaborative learning without compromising individual accountability. The total exam score reflects both group and individual effort, motivating students to contribute meaningfully in both contexts.

Supports Mastery of Core Concepts: The isomorphic design of the individual exam reinforces mastery by testing similar concepts in different ways. This helps students transfer knowledge across varying contexts, a critical skill in biology and other STEM fields.

Quizzes and homework:

*All assignments will be submitted via Canvas and due on **Friday** of the week they were assigned unless otherwise noted.*

Homework (10): Each week 1-3 reflection questions will be assigned for homework. Reflections should be at least 1 paragraph in length and should be submitted as a typed document in PDF format. *Any use of AI to generate homework assignments is considered plagiarism and will result in zero (0) score on that assignment and referral to disciplinary action according to Student Rights and Responsibilities.* (200 points)

Lecture quizzes (8): Each week a 10-point quiz (*open notes*) will be given in the first 10 minutes of class on Monday. These quizzes will cover content in the assigned pre-reading or videos for the week. Quizzes cannot be made up; the lowest lecture quiz grade will be dropped at the end of the term. (70 points)

Lab Assignments & Practicals:

Lab Assignments (7) Post-lab questions can be submitted on paper to the designated turn-in-box in the lab. (70 points)

Lab Practicals (2): Two lab practicals will be given (Z1&Z2: 10/26/2026 and 12/2/2026, Z3: 10/27/2026 and 12/3/2026). Lab practicals will include labeling and identification of structures on both paper and physical models. (200 points)

Lab Quizzes (8): Each week a 10-point lab quiz (*closed notes*) will take place during the first 10 minutes of class. Quizzes cannot be made up; the lowest lab quiz grade will be dropped at the end of the term. (70 points)

Categories	Weight(%)	Points
Exams (2 CE, 3 IE)	30	200
Lab Practicals	20	200
Lab Assignments	10	70
Lecture & Lab Quizzes (14)	20	140
Reflections (10)	20	200
Total	100	810

Understanding how weighting is used to calculate an overall grade

1. Calculate your average for each category.

Example: You score 165 of 200 possible points for lab practicals = $165/200 = 0.82$, 82%.

2. Calculate the weighted average

Example: Practicals are weighted at 20% of your final grade. Multiply your category score (82) by the weight (0.2) $\rightarrow 82 \times 0.2 = 16.4$

3. Add all the weighted averages together for each category to estimate your total score out of 100.

Note: Canvas will do this for you automatically. You can use the “what-if” grade function in your Grade tab on Canvas to see how different assignment scores will affect your final grade.

Grading Scale

A = 90% - 100%

B = 80% - 89%

C = 70% - 79%

D = 60% - 69%

F = 0% - 59%

Course Schedule

Week	Content	Reading OpenStax	Lab	Assignments
1	Anatomical terms, organs and body cavities	1.1, 1.2, 1.4, 1.5	Lab 1	Reflection 1
2	Chemistry of Life, Cellular organization Cell membrane structure and function	2.3, 2.4, 2.5, 3.1, 3.2	Lab 1/Lab 2	Reflection 2, Lab Quiz 1, Lab 1 Questions Lecture Quiz 1
3	Histology Collaborative Exam I	4.1-4.6	Lab 2 / Lab 3	Reflection 3, Lab Quiz 2, Lecture Quiz 2, Lab 2 Questions
4	Independent Exam 1 (CH1-4) Intro to Integumentary system and Layers of skin	5.1	Lab 3	Reflection 4, Lab Quiz 3, Lab 3 Questions
5	Structure and function of specific skin layers and accessory structures Homeostasis & the Integumentary system	5.2, 5.3	Lab 4	Reflection 5, Lab Quiz 4, Lecture Quiz 3 Lab 4 Questions
6	Skeletal system: gross and microscopic anatomy. Bone growth, repair, and remodeling.	6.1, 6.3-6.7	Practical 1 Lab 5	Reflection 6, Lecture Quiz 4
7	Joints, Homeostasis & Skeletal system Collaborative Exam II	9.1, 9.4	Lab 5	Reflection 7, Lab Quiz 5, Lecture Quiz 5, Lab 5 questions
8	Independent Exam II (CH 5, 6, 9) NO CLASS 11/11		Lab 6	Lab Quiz 6
9	Structure & Function of Muscles, physiology of muscle contraction Types of muscle fibers	10.1-10.3, 10.5-10.7	Lab 6	Reflection 8, Lab Quiz 7, Lecture Quiz 6, Lab 6 questions
10	Cardiac and Smooth muscle Nervous Control of muscle tension Organization of Nervous system, types of neurons and their function	10.7, 10.8, 10.4 12.1, 12.2, 12.3	Lab 7	Reflection 9, Lab Quiz 8 Lecture Quiz 7
11	The Action potential Independent Exam III (CH 10, 12)	12.4	Lab 7 Practical 2	Reflection 10, Lecture Quiz 8 Lab 7 questions

Important Dates:

10/7: CE1

10/12: IE1

10/26: Practical 1

11/4: CE 2

11/9: IE2

11/11: **No Class**, Veteran's Day

11/13: ****OPTIONAL FIELD TRIP TO OSU ANATOMY LAB**** 12:00-2:00PM

12/2: Practical 2, IE3, **LAST DAY OF CLASS**

Student Resources:

Americans with Disabilities Act

In compliance with the Americans with Disabilities Act (ADA), Oregon Coast Community College provides reasonable accommodation to students with disabilities. If you desire reasonable accommodation, please contact The Office of the Vice President Student Affairs (400 SE College Way, Newport, OR 97366) at 541-867- 8501, or you can email access@oregoncoast.edu. *Students are responsible for requesting accommodations in a timely manner and documenting the nature and extent of their disability.*

OCCC Email

OCCC email is the official form of communication of Oregon Coast Community College. If you have any difficulties accessing your OCCC email address please contact support at helpdesk@oregoncoast.edu

Emergency Funds

If you are experiencing challenges securing food, transportation, or housing, or have other financial issues that are affecting your ability to attend and succeed in class(es), we encourage you to apply for emergency funds. Please call, email, or visit Student Services for assistance (phone: 541-867-8544). If you are comfortable doing so, please let your instructor know about your situation. This will allow for a better understanding and could potentially lead to further support and/or resources.



Use this QR code to access the student resources webpage.

College Information

Land Acknowledgement

Oregon Coast Community College acknowledges that we reside within the ancestral homelands of the Yaquina (Yaqo'n) and Alsea (Wusi'n) Tribes. Today, those tribal descendants are represented by The Confederated Tribes of Siletz Indians. We are honored for the opportunity to teach, learn, and work on their ancestral lands. We also recognize the ongoing contributions they make to the community, Oregon Coast Community College, and the world.

Mission Statement

At Oregon Coast Community College, we equip students for success by providing educational pathways and supports in response to the diverse needs of our community. Through accessible and engaging programs, we enrich the economic and civic vitality of Lincoln County and beyond.

Equal Opportunity and Non-Discrimination

Oregon Coast Community College does not discriminate on the basis of race, color, national origin, sex, disability, age, sexual orientation, gender identity, marital status, or religion in its

programs and activities. The following individuals have been designated to handle inquiries regarding the non-discrimination policies:

- **Vice President Academic and Student Affairs, Dr. Kristina Holton, 541-867-8511 kristina.holton@oregoncoast.edu, or**
- **Director of Human Resources, Joy Gutknecht, 541-867-8515 joy.gutknecht@oegoncoast.edu.**

Updated 06/2026