



Lecture Syllabus Addendum

BIOL 2401 - Anatomy and Physiology 1

Revision Date: 8.16.2025

Alternate Operations:

If we are required to go to alternate operations, the plan is to complete the course digitally.

Assessment(s):

Quiz: Missed quizzes due to legitimate reasons should be rescheduled with the professor within one week of the scheduled quiz. It is the responsibility of the student to schedule makeup quizzes. Makeup quizzes will consist of fill in the blank questions.

Mastering A&P Quizzes: Multiple attempts per quiz are allowed. No extensions are allowed on these quizzes.

Exams: Missed examinations due to legitimate reasons should be rescheduled with the professor within one week of the scheduled examination. The makeup exam will consist of multiple-choice, matching, fill in the blank and two essay questions. It is the responsibility of the student to schedule a makeup exam. A student will not be permitted more than one makeup exam.

Final Exam: Missed final exam due to legitimate reasons should be rescheduled with the professor within one week of the scheduled examination. The makeup exam may consist of multiple-choice, matching, fill in the blank and essay questions. It is the responsibility of the student to schedule a makeup final exam.

Course requirements: The student is responsible for attending all lectures, laboratories and A&P concepts classes, and completing all assigned lecture/lab assignments/examinations. When the professor feels that the student has been absent to such a degree as to invalidate the learning experience, the professor may recommend to the Vice President of Instructional Affairs that the student be dropped from the course. The professor may drop the student for attendance deficiencies after they have accumulated the following number of absences:

- Fall or Spring semester
- 4 participation activities for online lecture class

Class participation is required and encouraged. There are weekly participation activities. Be sure to complete the participation activities on time. Each completed on-time participation activity is worth 1 participation point. If a participation activity is turned in late, then you will only receive 0.5 participation points. If the participation point activity is incomplete, and on time, then you will only receive 0.5 participation points. The participation activities count for attendance purposes for the online part of the course. The State of Texas allows you to miss 4 participation points per semester. If you do not meet the minimum number of participation activities, then the final exam **will not replace** your lowest lecture exam grade, and you will lose points off your attendance grade.

The student is responsible for taking notes, reading and outlining course materials, and being prepared for lecture and laboratory responsibilities.

It is the responsibility of the student to complete and turn in all course work on the scheduled dates. Thirty points or more will be taken away for any assignment turned in late. Regardless of any situation, the professor should be contacted ASAP to develop an alternate schedule.

Academic integrity is an important value in student development. Plagiarism and cheating are not allowed. Cheating is defined as unauthorized help on an examination, practical or assigned course material. A student must not receive from any other student or give to any other student any information, answers, or help during an exam, in-class quiz, and practical. A student must not "steal" the answers from an unsuspecting student during an exam, in-class quiz, and practical. A student must not use any sources for answers during the exam (including, but not limited to: notes, books or electronic devices) without prior authorization from the professor. A student must not obtain exam question illegally, tamper with the exam/in-class quiz/practical questions, nor change the results of an exam/in-class quiz/practical after it has been graded. All cheating infractions will result in a grade of "0" for the assignment. A student will fail the class upon their second cheating offense. Students shall have the right to contest a cheating claim. The appeals process is specifically defined in the student handbook.

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It is the responsibility of the student to complete and turn in all course work on the scheduled dates. Thirty points or more will be taken away for any assignment turned in late. Regardless of any situation, the professor should be contacted ASAP to develop an alternate schedule.

Students testing off-campus must adhere to the following rules:

1. Dress Appropriately.
 - a. Students must follow dress code outline in the Pathfinder
 - i. Professors have the right not to review exams if a student is inappropriately dressed and can require the student to retake the exam in the testing center.
2. Take exam at a desk or table location in a quiet area of the house.
 - a. If a student does not have a location like this in the house, the student must contact their professor prior to the exam.
3. Complete a correct room scan, incomplete room scan can result in professor not reviewing the test and student being required to retake the exam in testing center
 - a. Complete 360 view of room
 - b. View of the desk and surrounding area
 - c. View of the computer/laptop monitor (Student can use a mirror if they have a laptop)
4. Professors can require additional requirements at their discretion