



Anatomy & Physiology II Lecture & Lab
BIOL-2402.101 | TR | 10:35 a.m. – 11:55 a.m.
BIOL-2402L.001 | TR | 12:00 p.m. – 1:20 p.m.
Fall 2025 Course Addendum
Olukayode A. Akinsola, Jr., Instructor
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Contact Information

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Office Hours: Mondays - Thursdays
9:00 a.m. – 10:00 a.m.
1:30 p.m. – 2:30 p.m.

Assessment Guidelines

Mastering A&P quizzes may be completed in a location of the student's choice. **ALL** lecture quizzes, lecture examinations, and the final lecture examination **MUST** be taken at a Panola College Testing Center. **NO EXCEPTIONS.** There are three testing centers available to you in Carthage, TX, Marshall, TX and Center, TX.

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

Lecture & Lab Quizzes: Missed quizzes due to **legitimate reasons** should be rescheduled with the professor within one (1) week of the scheduled quiz. Quizzes not made up within one week of the scheduled quiz will be assigned a "0" in the gradebook. It is the responsibility of the student to schedule makeup quizzes.

Lecture Examinations: Missed examinations due to **legitimate reasons** should be rescheduled with the professor within one (1) week of the scheduled examination. Examinations not made up within one (1) week of the scheduled examination will be assigned a "0" in the gradebook. It is the responsibility of the student to schedule makeup examinations. A student will not be permitted more than one makeup exam per semester.

Final Examination: Missed final examinations due to **legitimate reasons** should be rescheduled with the professor before final grades are posted for the semester in question. Final examinations not made up by this time in the semester will be assigned a "0" in the gradebook. It is the responsibility of the student to schedule a makeup final examination.

Lab Practicals: Missed practicals due to **legitimate reasons** should be rescheduled with the professor within one (1) week of the scheduled practical. Practical not made up within one (1) week of the scheduled examination will be assigned a "0" in the gradebook. It is the responsibility of the student to schedule makeup practical. Makeup practicals will be administered by the professor during office hours.

Lecture Alternate Operations

If we are required to go to alternate operations for lecture, a live Zoom session will be held on TR 10:35 a.m. - 11:55 a.m. The Zoom link will be posted in Canvas. The live Zoom sessions will be recorded and available for later viewing.

Course Requirements & Expectations

The student is responsible for attending all lectures & labs, as well as 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 **three (3) or more** absences in either the lecture or lab course.

The student is responsible for being punctual to class and attentive in class. One point will be deducted from the final average in lecture or lab for every absence that exceeds the college's attendance policy (above). Three (3) tardies count as one (1) absence.

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

The student is responsible for completing and turning in all course work on the scheduled dates as outlined in the course calendar posted to Canvas. Thirty points or more will be deducted for any assignment turned in late. Regardless of the situation, the professor should be contacted ASAP to develop an alternate schedule should it be deemed necessary to adopt one.

Academic Integrity

Academic integrity is an important value in student & individual development. Cheating is defined as unauthorized help on an examination, practical or assigned course material. Plagiarism on any research assignment also constitutes cheating.

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.

The first offense of cheating will result in a grade of "0" for the assignment or assessment. The second offense of cheating will result in the student failing the course. Students shall have the right to contest a cheating claim. The appeals process is specifically defined in the Panola College student handbook.



Communication & Grading Guidelines

The best way to contact me is send an email to the address listed above (oakinsola@panola.edu). You may also contact me by sending a message within Canvas or calling the number listed above (903.693.1148). You can expect a response to an email, Canvas message or phone call within 48 hours of the original message being sent or original call being placed.

Lecture quizzes, lecture examinations, lab quizzes and lab practicals will be graded and posted to Canvas within one (1) week of the due date for said assessment. If more time is required to grade these assessments, I will communicate that to the class ahead of time.

Grade Breakdown

The only course that you will receive a grade for is the lecture course. You will not receive a grade for the lab course, as performance in lab is factored into the lecture course. The lecture component of the course is 70% of your total grade, and the lab component is 30% of your total grade. Up until midterm grades come out, your lecture and lab grades will be kept totally separate. The breakdown for lecture & lab will be as follows:

A&P II Lecture	
Component	Weight
Lecture Quizzes	10%
MyLab & Mastering Assignments	10%
Lecture Exams	60%
Final Exam	20%

A&P II Lab	
Component	Weight
Lab Quizzes	20%
Lab Exercises	30%
MyLab & Mastering Assignments	10%
Lab Practicals	40%

When midterm grades are released, I will: 1) add in a row for lab and 2) adjust the weights of the components of the lecture here in the lecture Canvas course to reflect the weights of lecture and lab comprehensively for the course. The breakdown after that will look as follows:

A&P II Comprehensive	
Component	Weight
Lecture Quizzes	7% (70% of 10%)
MyLab & Mastering Assignments	7% (70% of 10%)
Lecture Exams	42% (70% of 60%)
Final Exam	14% (70% of 20%)
A&P II Lab	30%

Your final lab grade will be inputted into your lecture grade at the end of the semester to determine your comprehensive grade for the course.

Extra Credit

There will be multiple opportunities to earn extra credit for your comprehensive grade. I will make you aware of such opportunities throughout the semester. There will also be two extra credit assignments at the end of the semester. **All extra credit points will be added to your grade at the end of the semester.** They will not be added to your grade at any other point in the semester, including the midterm period.

Dissection Safety Guidelines:

To facilitate an enjoyable and educational dissection experience, it is important that some ground rules be established for dissection lab activities. These rules are for your protection and to preserve the quality of the dissection specimens that we have in our possession.

- 1) **No Horseplay In The Lab** – you will be working with sharp instruments including scalpels, scissors and sharp probes. In order to prevent injury to others, horseplay will be prohibited in the lab.
- 2) **Check Your Instruments** – contrary to popular opinion, dull & rusty instruments are more potentially dangerous than clean and shiny ones. If your instruments have any rust on them, let me know beforehand so they can be changed. Also check to see that the instruments have no loose parts or components.
- 3) **Wear Gloves & Wash Your Hands** – wash your hands before putting on gloves and after you remove them. The specimens that we will be working with are preserved in a solution called formaldehyde, which has a very strong and pungent odor. Exercise caution before, during and after the dissection activity to make sure your hands aren't contaminated.
- 4) **Cut Away** – always cut away from yourself to prevent injury to yourself and to others. Reposition the specimen to ensure safety. Do not dissect a specimen while holding it.
- 5) **Handle First** – when handing a sharp instrument of any kind to anyone else, hand it to them handle first, not sharp end first.
- 6) **Cleanup & Disposal** – dispose of your specimens after each session in the provided container, DO NOT throw your specimens in the trash. Gloves used during the lab session may be thrown in the provided container as well. Wash your dissection pans and make sure they are dry for the next period to use.
- 7) **Remove Scalpels** – remove and dispose of scalpel blades in the provided sharps container. Exercise extreme caution during this step of the dissection lab activity.
- 8) **Have Fun & Ask Questions** - the dissections are provided to add a layer of practical exposure to give you an idea of what real tissue structures look like. Ask questions throughout the lab activity for a full and robust lab experience.



Keys To Success In Anatomy & Physiology

Anatomy & Physiology is an interdisciplinary course that encompasses immense bodies of knowledge. This semester, you will be presented with a vast amount of information. To be successful you must do a **minimum** of six things:

1. Come to class every day class is scheduled. You cannot expect to absorb information that you are not present to absorb.
2. Review your notes every day, including on days that you do not have class. This helps you get into a flow of repetition which is particularly important for grasping anatomical concepts. It also aids you in seeing "the big picture", which is particularly important for grasping physiological concepts.
3. Ask questions. If you are hesitant to ask questions during class, you can send them via email or Canvas message. I will do my best to answer all questions and provide clear answers as time permits.
4. Start studying for each assessment well in advance. If you wait until a couple of days before to start studying, you might not do very well on assessments, especially late in the semester. Furthermore, memorizing information will not guarantee you success in this course for two reasons: 1) you cannot memorize everything and 2) the exams will assess your ability to think critically, not regurgitate information.... which leads to point #5....
5. Get together with your classmates outside of class and talk out the information that is presented during this course. It is important that you "own" the information for yourself and learn to explain concepts in your own words.
6. If you don't already have one, get a large binder to keep all your notes in for this course. You should become used to actively taking notes in class.
7. Work hard & smart. Grades are not given in this course, **they are earned**.

It is no longer enough to be smart -- all the technological tools in the world add meaning and value only if they enhance our core values, the deepest part of our heart. Acquiring knowledge is no guarantee of practical, useful application. Wisdom implies a mature integration of appropriate knowledge, a seasoned ability to filter the inessential from the essential....

Doc Childre & Deborah Rozman

