

Anatomy & Cell Biology
Cadaveric Anatomy: Organs & Systems 4201B

Course Syllabus for Winter 2024



Western University is committed to a **thriving campus**; therefore, your health and wellness matter to us! The following link provides information about the resources available on and off campus to support students: <https://www.uwo.ca/health/> Your course coordinator can also **guide you** to resources and/or services should you need them.

1. Technical Requirements:



Stable internet connection



Tablet, Laptop, or
Desktop Computer

2. Important Dates:



Classes Begin	Classes End
Monday, January 8, 2024	Monday, April 8, 2023

* March 7, 2024: Last day to drop a second-term half course without penalty

Reading Week	Study day(s)	Exam Period
February 17-25	April 9-10	April 11-30

3. Contact Information

Course Coordinator	Contact Information
Please consult OWL page	OWL page



4. Course Description and Design

Delivery Mode: Blended Format with asynchronous *on-line lectures and in-person labs*

advanced human anatomy course which integrates asynchronous lecture material with cadaveric laboratory dissections to explain the structural and functional relationships between the various organs comprise the cardiovascular, respiratory, digestive, urogenital and central nervous systems. special attention is given to clinical conditions associated with these anatomical systems.

Antirequisite(s): the former Anatomy & Cell Biology 2221

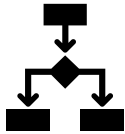
Prerequisite(s): 0.5 course with a minimum mark of 80% from:

Anatomy & Cell Biology 2200A/B, Health Sciences 2300A/B, Kinesiology 2222A/B;

and 0.5 course with a minimum mark of 80% from: Health Sciences 3330A/B, Kinesiology 3222A/B.

Timetabled Sessions

Component	Date(s)	Time
Lab Session		
Lecture	Asynchronous Online	Asynchronous Online



- Asynchronous pre-work should be completed prior to laboratory sessions to fully appreciate the topics of the laboratory.
- Attendance at laboratory sessions is mandatory.

All course material will be posted to OWL: <http://owl.uwo.ca>. Any changes will be indicated on the OWL site and discussed with the class.

If students need assistance, they can seek support on the [OWL Help page](#). Alternatively, they can contact the [Western Technology Services Helpdesk](#). They can be contacted by phone at 519-661-3800 or ext. 83800.

Internet browsers should allow full access to OWL (allow cookies and pop-up windows or you may miss something). For best browser and internet performance, always consider closing multiple tabs, multiple iterations of the browser, or using multiple browsers simultaneously for all will slow your connectivity and ability to use the learning environment. Consider running updates to your browsers frequently. Students interested in evaluating their internet speed, please click [here](#).

5. Learning Outcomes

Upon successful completion of this course, students will be able to:

- Identify and describe the major anatomical structures associated with the appendicular skeleton, human organs, and head and neck
- Correlate gross structure and function as it applies to the organs as well as the cardiovascular, respiratory, digestive, urogenital and central nervous systems
- Integrate basic physiological concepts to better understand the gross anatomical features of the organs and body systems
- Use anatomical knowledge to understand the physical basis of clinical conditions and congenital anomalies.
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6. **Course Content and Schedule**
Online Lectures available on OWL course site

Laboratory Sessions (Face-to-Face in DSB 4001) controlled and monitored access.

Participation and Engagement



- Students are expected to participate and engage with content as much as possible
- Students are expected to watch pre-recorded lectures prior to attending the lab session
- Students are expected to participate fully in laboratory dissections and case-based discussions

- Students must attend and are expected to participate during lab sessions. You are part of a learning team, thus, if a student must miss a lab, they are expected to let the instructor and their lab mates know in advance. Missed labs without justification will result in reduced participation marks and this reduction is at the discretion of the instructors.

7. **Anatomy Laboratory Information and Rules**

Due to security issues, the building will lock down at 6pm each night and will not be open on weekends. You will be advised on OWL about any options for extra lab study hours during the regular workday when the lab is available. You are advised to make the most of your scheduled lab time as extra study time availability may fluctuate and may be limited.

Laboratory Rules and Regulations:

Note: At your first laboratory, a laboratory coat and lab group locker will be provided.

- **The laboratory space is a restricted area reserved only for those enrolled in the course.** No visitors are permitted in the lab.
- No food or drink are allowed in the anatomy lab.
- Proper Attire includes full laboratory coats, closed-toe shoes, long pants, and safety glasses. If you are wearing regular prescription glasses, safety glasses need to fit over your eye ware.
- Baseball hats or toques are not to be worn in the laboratory.
- Cameras or other recording devices of any kind (including phones) are not permitted in the lab.
- Any extra study hours outside of your designated lab time will be posted in the lab and on OWL.

8. **Evaluation**

Below is the evaluation schedule and weighting for the course. Any deviations will be communicated.

Assessment	Format	Weighting	Date/Time	Location
Head, Neck, and Thorax Exam	Written	25%		
Head, Neck, and Thorax Laboratory Exam	Practical (outside Your typical lab time)	20%		
Abdomen and Pelvis Exam	Written	25%		
Abdomen and Pelvis Laboratory Exam	Practical (in lab)	20%		
Participation	In lab observation	10%		

Participation will be assessed for each lab session. Participation is based on your attendance; your contributions to dissections; discussion of case studies with group members, Teaching Assistants, and professors; and your professionalism in the lab (i.e. adherence to lab rules, keeping lab and dissection areas clean). Grades allotted to participation will be based on the entire course and are at the discretion of the instructors.

For a detailed and comprehensive set of policies and regulations concerning examinations and the table below outlines the University-wide grade descriptors.

90-100	One could scarcely expect better from a student at this level
80-89	Superior work which is clearly above average
70-79	Good work, meeting all requirements, and eminently satisfactory
60-69	Competent work, meeting requirements
50-59	Fair work, minimally acceptable
below 50	Fail

Information about missed evaluations:

- Missed exams without self-reported absences or accommodation will result in a grade of zero.
- One make-up exam (per each exam) will be held for students with self-reported absences or accommodation. The final date and format of the make-up exam will be determined by the instructor. The format of the make-up examination could include an oral examination.
- If a make-up exam is missed with documentation, the student will receive an INC and will complete the exam the next time the course is offered.

INC (Incomplete Standing): If a student has been approved by the Academic Counselling Office (in consultation with the instructor/department) to complete term work at a later date, an INC will be assigned. Students with INC will have their course load in subsequent terms reduced to allow them to complete outstanding course work. Students may request permission from Academic Counselling to carry a full course load for the term the incomplete course work is scheduled.

SPC (Special examination): If a student has been approved by the Academic Counselling Office to write a Special Examination and the final exam is the only outstanding course component, an SPC will be assigned. If the class has a makeup exam, the student is expected to write the makeup exam. If the class doesn't have a makeup exam or the student misses the makeup exam for reasons approved by the Academic Counselling Office, the student will write the exam the next time the course is offered. Outstanding SPCs will reduce the course load for the term the exam is deferred as outlined in [Types of Examinations](#) policy.

9. Communication:



- Students should check the OWL site every 24–48 hours
- Students should email their instructors and teaching assistants
- Emails will be monitored daily; students will receive a response in 24–48 hours

10. Office Hours:

Please arrange times with either instructor.



11. Resources



- All resources are posted digitally in OWL.

12. Professionalism & Privacy:



Western students are expected to follow the [Student Code of Conduct](#). Additionally, the following expectations and professional conduct apply to this course:

- All course materials created by the instructor(s) are copyrighted and cannot be sold/shared (e.g., Must Knows Facebook group, Course Hero, Chegg, etc.)
- Recordings are not permitted (audio or video) without explicit permission
- Permitted recordings are not to be distributed
- Students will be expected to take an academic integrity pledge before some assessments

Western is committed to providing a learning and working environment that is free of harassment and discrimination. All **students**, staff, and faculty have a role in this commitment and have a responsibility to ensure and promote a safe and respectful learning and working environment. Relevant policies include Western's [Non-Discrimination/Harassment Policy](#) (M.A.P.P. 1.35) and [Non-Discrimination/Harassment Policy – Administrative Procedures](#) (M.A.P.P. 1.35).

Any **student**, staff, or faculty member who experiences or witnesses' behaviour that may be harassment or discrimination **must report the behaviour** to the Western's [Human Rights Office](#). Harassment and discrimination can be human rights-based, which is also known as EDI-based, (sexism, racism, transphobia, homophobia, islamophobia, xenophobia, antisemitism, and ableism) or non-human rights-based (personal harassment or workplace harassment).

13. How to Be Successful in this Class:

Students enrolled in this class should understand the level of autonomy and self-discipline required to be successful.



1. Invest in a planner or application to keep track of your courses and commitments therein. Populate all your deadlines at the start of the term and schedule your time throughout the course.
2. Make it a daily habit to log onto OWL to ensure you have seen everything posted to help you succeed in this class.
3. Take notes as you go through the lesson material. Research suggests taking [handwritten notes will help you learn more effectively](#), over using the keyboard, and much better than just re-reading materials or watching the videos. [Here are some tips](#), #6 is a trap we try to avoid.
4. Connect with others. Try forming a study group and try meeting on a weekly basis for study and peer support.
5. Stay up-to-date with the material, regular studying throughout the course will better ensure that you retain the information and importantly have a stronger understanding of the content.
6. Make use of the extra laboratory hours and review the material using your lab group's cadaver as well as other cadaveric resources.
7. Create your own case studies to review the material and to quiz others in your lab or study

- group.
8. **Do not be afraid to ask questions.** If you are struggling with a topic, contact your study group, teaching assistants, or instructors.
 9. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

14. Western Academic Policies and Statements

Absence from Course Commitments

A. Absence for medical illness:

Students must familiarize themselves with the [Accommodation for Illness Policy](#).

A student seeking academic accommodation for any **work worth less than 10%** must contact the instructor or follow the appropriate Department or course specific instructions provided on the course outline. Instructors will use good judgment and ensure fair treatment for all students when considering these requests. You are not required to disclose details about your situation to your instructor; documentation is not required in this situation, and you should not send any pictures to your instructor.

If you are unable to meet a course requirement for any **work worth 10% or greater** due to illness or other serious circumstances, you must provide valid medical or other supporting documentation to the Academic Counselling as soon as possible and contact your instructor immediately. It is the student's responsibility to make alternative arrangements with their instructor once the accommodation has been approved and the instructor has been informed. Please note that the format of a make-up test, exam, or assignment is at the discretion of the course coordinator.

A student requiring academic accommodation due to illness should use the Student Medical Certificate when visiting an off-campus medical facility or request a Record's Release Form (located in the Dean's Office) for visits to Student Health Services. The form can be found at: http://www.uwo.ca/univsec/pdf/academic_policies/appeals/medicalform.pdf

B. Absence for non-medical reasons:

Student absences might also be approved for non-medical reasons such as religious holidays and compassionate situations. Please review the policy on [Accommodation for Religious Holidays](#). All non-medical requests must be processed by Academic Counselling. Not all absences will be approved; pay attention to the academic calendar and final exam period when booking any trips.

C. Special Examinations

A Special Examination is any examination other than the regular examination, and it may be offered only with the permission of the Dean of the Faculty in which the student is registered, in consultation with the instructor and Department Chair. Permission to write a Special Examination may be given on the basis of compassionate or medical grounds with appropriate supporting documents. To provide an opportunity for students to recover from the circumstances resulting in a Special Examination, the University has implemented Special Examinations dates. These dates as well as other important information about examinations and academic standing can be found [here](#).

Academic Offences

Scholastic offences are taken seriously, and students are directed [here](#) to read the appropriate policy, specifically, the definition of what constitutes a Scholastic Offence.

Accessibility Statement

Please contact the course instructor if you require material in an alternate format or if you require any other arrangements to make this course more accessible to you. You may also wish to contact Accessible Education (AE) at 661-2111 x 82147 for any specific question regarding an accommodation or review [The policy on Accommodation for Students with Disabilities](#)

Correspondence Statement

The centrally administered **e-mail account** provided to students will be considered the individual's official university e-mail address. It is the responsibility of the account holder to ensure that e-mail received from the University at his/her official university address is attended to in a timely manner. You can read about the privacy and security of the UWO email accounts [here](#).

Discovery Credit Statement

Students are permitted to designate up to 1.0 Discovery Credit course (or equivalent) for pass/fail grading that can be counted toward the overall course credits required for their degree program. The details of this policy and the deadlines can be found [here](#).

15. BMSUE Academic Policies and Statements

Cell Phone and Electronic Device Policy (for in-person tests and exams)

The Schulich School of Medicine & Dentistry is committed to ensuring that testing and evaluation are undertaken fairly across all our departments and programs. For all tests and exams, it is the policy of the School that any electronic devices, i.e., cell phones, tablets, cameras, or iPod are strictly prohibited. These devices **MUST** be left either at home or with the student's bag/jacket at the front of the room and **MUST NOT** be at the test/exam desk or in the individual's pocket. Any student found with one of these prohibited devices will receive a grade of zero on the test or exam. Non-programmable calculators are only allowed when indicated by the instructor. The program is not responsible for stolen/lost or broken devices.

Copyright and Audio/Video Recording Statement

Course material produced by faculty is copyrighted and to reproduce this material for any purposes other than your own educational use contravenes Canadian Copyright Laws. You must always ask permission to record another individual and you should never share or distribute recordings.

Rounding of Marks Statement

Across the Basic Medical Sciences Undergraduate Education programs, we strive to maintain high standards that reflect the effort that both students and faculty put into the teaching and learning experience during this course. All students will be treated equally and evaluated based only on their actual achievement. **Final grades** on this course, irrespective of the number of decimal places used in marking individual assignments and tests, will be calculated to one decimal place and rounded to the nearest integer, e.g., 74.4 becomes 74, and 74.5 becomes 75. Marks **WILL NOT** be bumped to the next grade or GPA, e.g., a 79 will **NOT** be bumped up to an 80, an 84 **WILL NOT** be bumped up to an 85, etc. The mark attained is the mark you achieved, and the mark assigned; requests for mark "bumping" will be denied.

16. Support Services

The following links provide information about support services at Western University.

[Academic Counselling \(Science and Basic Medical Sciences\)](#)

[Appeal Procedures](#)

[Registrarial Services](#)

[Student Development Services](#)

[Student Health Services](#)