

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

Course outline for Winter 2022



Although this academic year might be different, Western University is committed to a **thriving campus**. We encourage you to check out the [Digital Student Experience](#) website to manage your academics and well-being. Additionally, the following link provides available resources to support students on and off campus: <https://www.uwo.ca/health/>.

**1. Technical Requirements:**



Stable internet connection



Laptop or computer

**2. Important Dates:**



Classes Resume	Reading Week	Classes End	Study day(s)	Exam Period
January 3	February 19–27	April 1	April 2/3	April 4–30

\* March 7, 2022: Last day to drop a second-term half course or a second-term full course without penalty

**3. Contact Information**



Course Coordinator	Contact Information
Dr. K. Willmore	kwillmo2@uwo.ca

Instructors	Contact Information
Dr. K. Willmore	kwillmo2@uwo.ca
Dr. M. Mottola	mmottola@uwo.ca

## 4. Course Description and Design

**Delivery Mode:** blended; asynchronous lectures and in person labs

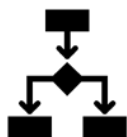
An advanced human anatomy course which integrates asynchronous lecture material with cadaveric laboratory dissections to explain the structural and functional relationships between the various organs that comprise the cardiovascular, respiratory, digestive, urogenital and central nervous systems. Special 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	Tuesday or Thursday	11:30-2:30
Lecture	Asynchronous Online	Asynchronous Online

- Asynchronous pre-work must be completed prior to laboratory sessions
- Attendance at laboratory sessions is required

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.

[Google Chrome](#) or [Mozilla Firefox](#) are the preferred browsers to optimally use OWL; update 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 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



## 6. Course Content and Schedule

### Lecture Topics (Delivered asynchronously)

Week	Dates	Topic	Instructor
1	Jan 3–7	Cranial Cavity & Cranial Nerves; Meninges & Blood Supply of Head & Neck	Dr. K. Willmore
2	Jan 10–14	Face & Facial Nerve; Infratemporal Fossa;	Dr. K. Willmore
3	Jan 17–21	Triangles of the Neck; Root of Neck	Dr. K. Willmore
4	Jan 24–28	Thoracic Wall & Respiration; Pleura & Lungs	Dr. K. Willmore
5	Jan 31–Feb 4	Mediastinum; Heart I	Dr. K. Willmore
6	Feb 7–11	Heart II; Posterior Mediastinum	Dr. K. Willmore
7	Feb 14–18	Abdominal Wall; Inguinal Canal; Overview of Digestive System	Dr. M. Mottola
8	Feb 21–25	Reading Week	N/A
9	Feb 28–Mar 4	Peritoneal Membranes; Abdominal Contents; Portal System	Dr. M. Mottola
10	Mar 7–11	Posterior Abdominal Wall; Blood & Nerve Supply; Urinary System & Kidneys	Dr. M. Mottola
11	Mar 14–18	Bony Pelvis; Perineum; Pelvic Nerves & Vessels	Dr. M. Mottola
12	Mar 21–25	Male and Female Pelvic Viscera; Pregnancy	Dr. M. Mottola
13	Mar 28–Apr 1	No lectures (week of practical exam)	

### Laboratory Sessions (Face-to-Face in DSB 4001)

Week	Dates	Topic	Instructor
1	Jan 3–7	Cranial Cavity and Cranial Nerves	Dr. K. Willmore
2	Jan 10–14	Blood Supply to Head & Neck; Face	Dr. K. Willmore
3	Jan 17–21	Infratemporal Fossa; Blood Supply to Head & Neck	Dr. K. Willmore
4	Jan 24–28	Triangles of the Neck; Root of Neck	Dr. K. Willmore
5	Jan 31–Feb 4	Thoracic Wall, Pleura & Lungs	Dr. K. Willmore
6	Feb 7–11	Mediastinum & Heart	Dr. K. Willmore
7	Feb 14–18	Abdominal Wall; Inguinal Canal	Dr. M. Mottola
8	Feb 21–25	Reading Week	N/A
9	Feb 28–Mar 4	Abdominal Contents	Dr. M. Mottola
10	Mar 7–11	Posterior Abdominal Wall	Dr. M. Mottola
11	Mar 14–18	Pelvic Nerves & Vessels	Dr. M. Mottola
12	Mar 21–25	Pelvis & Perineum	Dr. M. Mottola
13	Mar 28–Apr 1	Practical Exam (Abdomen & Pelvis)	Dr. M. Mottola

## 7. Participation and Engagement



- Students are expected to participate and engage with content as much as possible
- Students must attend and are expected to participate during lab sessions. 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.

## 8. Anatomy Lab 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.

Lab Rules and Regulations:

- No visitors are allowed in the lab. **This is a restricted area and only for those enrolled in the course.**
- Food and/or drink are not allowed in the anatomy lab.
- Lab coats, closed-toe shoes, long pants, 3-layer non-medical masks and safety glasses are required in the anatomy lab.
- Cameras or other recording devices (including phones) are not permitted in the lab.
- Extra study hours outside of your designated lab time will be posted on the blackboard in the lab and on OWL.
- See Haley Linklater about all lab equipment, lab coats and locker combinations.

### Lab Management:

Haley Linklater, Laboratory Supervisor  
519-661-2111 ext. 81540  
[Haley.Linklater@schulich.uwo.ca](mailto:Haley.Linklater@schulich.uwo.ca)

Kevin Walker, Lab Technician  
519-661-2111 ext. x86831  
[kwalk56@uwo.ca](mailto:kwalk56@uwo.ca)

## 9. Evaluation

**Below is the evaluation breakdown for the course. Any deviations will be communicated.**

Assessment	Format	Weighting	Date/Time	Location
Head and Neck Exam	Written	31%	Feb 16 (7-9pm)	TBD
Cumulative Lab Exam	Practical (in lab)	31%	March 29/31 (11-2pm)	DSB 4001
Abdomen and Pelvis Exam	Written	31%	TBD (Exam period)	TBD
Participation	In lab observation	7%	Entire term	DSB 4001

Participation will be assessed for each lab session and will include attendance, contribution to dissections and discussion of case studies and 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.

Click [here](#) for a detailed and comprehensive set of policies and regulations concerning examinations and grading. The table below outlines the University-wide grade descriptors.

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

### 10. Communication:



- Students should check the OWL site every 24 – 48 hours
- Students should email their instructor(s) and teaching assistant(s)
- Emails will be monitored daily; students will receive a response in 24 – 48 hours

### 11. Office Hours:



Drs. Willmore and Mottola are happy to meet with students individually or in groups outside of lab sessions. Please email to set up an appointment.

[kwillmo2@uwo.ca](mailto:kwillmo2@uwo.ca)  
[mmottola@uwo.ca](mailto:mmottola@uwo.ca)

### 12. Resources



- All required resources will be posted in OWL
- All resources will be posted in OWL

### 13. 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
- 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

### 14. 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. Populate all your deadlines at the start of the term and schedule time at the start of each week to get organized and manage your time.
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. Follow weekly checklists created on OWL or create your own to help you stay on track.
  4. Take notes as you go through the lesson material. Treat this course as you would a face-to-face course. Keeping handwritten notes or even notes on a regular Word document will help you learn more effectively than just reading or watching the videos.
  5. Connect with others. Try forming an online study group and try meeting on a weekly basis for study and peer support.
  6. Do not be afraid to ask questions. If you are struggling with a topic, contact your instructors and or teaching assistants.
  7. Reward yourself for successes. It seems easier to motivate ourselves knowing that there is something waiting for us at the end of the task.

## 15. Western Academic Policies and Statements

### Absence from Course Commitments

#### [Policy on Academic Consideration for Student Absences](#)

If you are unable to meet a course requirement due to illness or other serious circumstances, you must seek approval for the absence as soon as possible. Approval can be granted either through a **self-reported absence** or via the **Academic Counselling** unit. Students have two self-reports to use throughout the academic year; absence from course commitments including tests, quizzes, presentations, labs, and assignments that are worth 30% or less can be self-reported. Self-reported absences cover a student for 48 hours (yesterday + today or today + tomorrow). Your instructor will receive notification of your consideration; however, you should contact your instructor immediately regarding your absence. Students are expected to submit missed work within 24 hours of the end of the 48-hour period. Please review details of the [university's policy on academic consideration for student absences](#).

If you have used both their self-reported absences or will miss more than 48 hours of course requirements, a Student Medical Certificate (SMC) should be signed by a licensed medical or mental health practitioner and you should contact academic counselling. Academic Counselling will be operating virtually this year and can be contacted at [scibmsac@uwo.ca](mailto:scibmsac@uwo.ca).

### Accommodation for Religious Holidays

The policy on Accommodation for Religious Holidays can be viewed [here](#).

### 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 Offenses

"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](#).

## **16. 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.

## 17. 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](#)

## 18. COVID-19 Policies

### **Masking Guidelines**

Students will be expected to wear triple layer, non-medical, paper masks at all times in the classroom as per University policy and public health directives. Students who are unable to wear a mask must seek formal accommodation through Western Accessible Education, and present medical documentation.

Students are not permitted to eat or drink while in class to ensure masks stay in place. Students will be able to eat and drink outside of the classroom during scheduled breaks.

Students unwilling to wear a mask as stipulated by Western policy and public health directives will be referred to the Dean, and such actions will be considered a violation of the student Code of Conduct.

### **Course Absences due to Daily COVID Screening Questionnaire**

Missed assessments (e.g., presentations, essays, quizzes, tests, midterms, etc.) require formal academic considerations (typically self-reported absences and/or academic counselling). Methods for dealing with missed work and course content are at the discretion of the instructor(s). Students should be aware that some learning outcomes cannot be easily made up and may need to be completed in a subsequent year. Your instructor will provide you with further information as to how this applies within this course.

Students who demonstrate a pattern of routinely missing coursework due to self-reported COVID symptoms, and therefore do not demonstrate mastery of the learning outcomes of the course, will not receive credit for the course.

### **Contingency plan for an in-person class pivoting to 100% online learning**

In the event of a COVID-19 resurgence during the course that necessitates the course delivery moving away from face-to-face interaction, all remaining course content will be delivered entirely online, either synchronously (i.e., at the times indicated in the timetable) or asynchronously (e.g., posted on OWL for students to view at their convenience). The grading scheme will not change. Any remaining assessments will also be conducted online as determined by the course instructor. In the event that online learning is required, a stable internet connection with working microphone and webcam will be required. As has been the case in the past, the decision to pivot to online learning will be made by Western, and not individual instructors or departments (excepting temporary online instruction in the event of instructor illness).