

**PNV 1213
Body Structure and Function
Fall Semester**

The information in the [CCC Health Sciences Student Handbook](#) applies to this course, PNV 1728.

Instructor: Janet Johns

Office Location: Allied Health Bldg

Office Hours:

8:00 am-3:00pm Monday
3:00 – 3:30 pm Tues & Wed

Phone:

662-621-4257

Email:

ahankins@coahomacc.edu

Class Time(s)/Sections: A

1-2:30 pm Tues & Wed

Course Description:

This course is a study of body structure and function essential to safe and effective nursing care. Each system of the body is covered with applications to nursing. (3sch: 3hr. lecture)

Textbook(s) and Material(s):

Hurst, J. (2011). *Anatomy & Physiology in a Flash*. Philadelphia, PA: F. A. Davis Company.
ISBN: 13:978-0-8036-2361-3

Students must have access to a computer, internet and a printer.

Prerequisite:

None

Pre/co-requisites: The course requires concurrent registration in PNV 1443. To progress to the next semester, passing grades must be achieved in PNV 1443 and PNV 1213. If a passing grade is not maintained, both courses must be repeated concurrently upon re-admission.

Student Learning Outcomes

Upon completion of this course, student will be able to do the following:

Explain the function of each system, the physiology for each system, and the relationship that exists between the systems.

- a. Describe the basic organization and physiology of the body from the cellular to systemic level.
- b. Describe the interrelationships of the systems.

Attendance/tardiness

Regular class attendance and punctuality are expected. All arrangements for completing missed work are to be made with the instructor. It is the student's responsibility to initiate these arrangements. The number of times a student may be absent can be found in your College Catalog on-line at www.coahomacc.edu and click Health science Section 3. Absences are allowed as follows: One (1) semester hour course – 1 absence; two (2) semester hour course – 2 absences; three (3) semester hour course or higher– 3 absences.

Tardiness is anything past the scheduled class time. Tardies will be recorded in the attendance record. Three tardies count as one day's absence. Refer to the Catalog and Health Science handbook about calling instructors regarding being late for class or clinical.

Refer to the Catalog and Health Science Handbook about excused absences and required documentation on return to class.

Absences greater than those listed above result in the student being dropped from the class.

Absence from Class for School Sanctioned Activities

The nature of the educational programs at Coahoma Community College is such that it is necessary for every student to attend class regularly. Instructors will keep accurate class attendance records, and those records will become part of the student's official record. Regular class attendance and punctuality are expected. All arrangements for completing missed work are to be made with the instructor. It is the student's responsibility to initiate these arrangements. *Excessive absences may result in loss of credit for the course concerned as well as loss of grant refunds and/or financial aid eligibility.* For more information, see the Attendance Policy section in the College Catalog and Health Science Handbook.

Make-up Policy

Exams: Tests must be made up on the first day back for class or at the instructor's discretion.

Assignments: Are due on day assigned. If you are absent, they are due on first day of your return. If you miss a day, it is up to you to get assignment from classmate or instructor. See policy and procedure for rules on late work.

Academic Dishonesty:

Cheating and plagiarism (the representation of someone else's work as your own, usually by directly copying or paraphrasing without a reference to the original source) will not be tolerated.

The penalty will be receiving a (0) for that assignment, without any possibility of make-up work or alternative assignments. Additionally, according to the Student Handbook, *such acts will be considered a severe infraction and carry a possible sanction of suspension in semester (s) length or expulsion.* For a more in-depth explanation of academic dishonesty, see the Student Handbook.

Electronic Devices in Class

1. The use of cellular phones, pagers, CD players, radios, and similar devices is prohibited in the classroom, laboratory facilities, and clinical sites.
2. Cellular phones may not be used as calculators.
3. All cell phones will be placed on silent (vibrate mode will be turned off) and placed in a designated container at the front of the room of the classroom prior to the beginning of the class period.
4. Phones may be retrieved at the beginning of a break. However, the policy will apply again once the break is completed.
5. If the student is seen with a cell phone during a test, the student's test will be stopped and a zero given for the test.
6. Audio and video recordings of lecture, laboratory, and clinical sites are prohibited.
7. Students whose electrical devices disrupt class may be asked to leave class, marked absent and will not be permitted to return for the session.

Non-Discrimination/Disability Policy

Notice of Non-discrimination. Coahoma Community College is an equal opportunity institution in accordance with civil rights and does not discriminate on the basis of race, color, national origin, sex, disability, age, or other factors prohibited by law in any of its educational programs, activities and employment opportunities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Michael Houston, Director of Human Resources/Coordinator for 504/ADA, Title IX Compliance Officer, Office #A100, Vivian M. Presley Administration Building, (662) 621-4853, mhouston@coahomacc.edu.

Accommodations for Students with Disabilities. Coahoma Community College is committed to ensuring equal access to an education for enrolled or admitted students who have verified disabilities under Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA). College policy calls for reasonable accommodations to be made for eligible students with verified disabilities on an individual and flexible basis.

Any student enrolling in Coahoma Community College with a documented disability, who requests accommodations, must first provide a current evaluation of the disability from a medical professional. This documentation, which is required by federal guidelines, will remain on file in the office of Michael Houston; Coordinator for Section 504/ADA, Title IX; 3240 Friars Point Road; Clarksdale, MS 38614; Telephone # (662) 621-4853; Email: mhouston@coahomacc.edu; Office #A100, Vivian M. Presley Administrative Building.

Instructional Techniques

Lecture
Discussion
Demonstration
Practice
Student Presentation, Feedback and Reports
Lab

Resources

Dry Erase Board
VCR/DVD/TV
Computer/ Projector
Handouts
Textbook

Method(s) of Evaluation

Unit Tests = 87% of Final Grade
Daily Grades= 3% of final Grade
Final Tests = 10% of Final Grade
TOTAL 100%

Grade Scale

Coahoma Community College changed from the 3.0 system to the 4.0 system effective, September, 1974. Practical Nursing students progress is evaluated according to the following grading system as mandated by the state.

GRADE	SCALE	QUALITY POINTS
A – Excellent	94-100	4.0
B – Good	87 - 93	3.0
C – Average	80 - 86	2.0
D – Poor	70 -79	1.0
F – Failure	69 or below	0.0

Passing for practical nursing students is 80% or above. Below 80% will prevent the student from progressing to the next class.

To be in good academic standing, students are required to maintain a cumulative 2.0 average on the 4.0 system. Each grade reported as having been earned by the student at the end of a semester or summer term will be included in computing the cumulative grade point average. The student should observe that the grade “F” carries zero quality points and will be included in the computation. For more information on the Coahoma Community College Grade Scale, students should see the College Catalog.