SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

COURSE OUTLINE

COURSE TITLE:	Anatomy and Physiology

CODE NO. :	EST135	**SEMESTER:**	2

PROGRAM:	Esthetician
AUTHOR:	Donna Alexander

DATE:	Jan. 2010	**PREVIOUS OUTLINE DATED:**	Jan. 2009
APPROVED:		"Marilyn King"	Dec/09
		CHAIR, HEALTH PROGRAMS	**DATE**

TOTAL CREDITS:	3
PREREQUISITE(S):	None
HOURS/WEEK:	3

I.   COURSE DESCRIPTION:

This course will provide the learner with a general understanding and working knowledge of the structure and function of the human body. Each body system will be addressed in order to understand how the structures and functions are related and how all body systems work together to carry on complex activities. The learner will explore the physiological changes in the body related to both the aging process and to common health challenges.

II.   LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:
1.   Act within the esthetician role, under supervision and by following established policies and procedures.

        Potential Elements of the Performance:
        • Discover the relationship between acquiring knowledge of human anatomy and physiology and the role of the esthetician.
        • Demonstrate accountability and an appreciation for continuous learning.

2.   Use basic knowledge and established policies and procedures.

        Potential Elements of the Performance:
        • Outline the basic human characteristics that are essential for life.
        • Determine the relationship between anatomy and physiology and growth and development across the lifespan.
        • Identify typical responses in body structure and functions as it relates to the aging process.

3.   Make relevant observations in an on-going and timely manner.

        Potential Elements of the Performance:
        • Differentiate between normal and abnormal responses as related to body functioning in health and in illness.
        • Identify typical physiological responses that clients may manifest when experiencing health challenges.
        • Identify changes in a client's usual condition, health state, or situation that requires reporting to the supervisor.

4.   Communicate effectively and appropriately using oral, written, and non-verbal methods.

        Potential Elements of the Performance:
        • Write and speak clearly using the correct terminology and abbreviations when referring to human anatomy and physiology.
        • Identify common terms used to describe specific regions of the human body.

5. Describe the basic principles, structures, functions, and anatomical terms as they relate to the human body.

   Potential Elements of the Performance:
   - Define anatomy, physiology and homeostasis.
   - Explain the structural levels of organization of the human body.
   - Identify the organs, structure and function for each system of the human body.
   - Label anatomical structures on diagrams related to each body system.

III. **TOPICS:**

1. Introduction to the Human Body
2. Cells
3. Tissues and Membranes
4. Integumentary System
5. Skeletal System
6. Muscular System
7. Nervous System (Nervous Tissue and Brain)
8. Nervous System (Spinal Cord and Peripheral Nerves)
9. Sensory System
10. Endocrine System
11. Blood
12. Heart
13. Blood Vessels and Circulation
14. Lymphatic System
15. Immune System
16. Respiratory System
17. Digestive System
18. Urinary System
19. Reproductive System

IV. **REQUIRED RESOURCES/TEXTS/MATERIALS:**

Herlihy B. & Maebius, N. K. (2007). *The human body in health and illness* (3rd ed.). Elsevier W. B. Saunders.

Herlihy, B. & Maebius, N. K. (2007). *Study guide to accompany The human body in health and illness* (3rd ed.). Elsevier W. B. Saunders.

V.   EVALUATION PROCESS/GRADING SYSTEM:

Quizzes 5 % each X10   50%

Midterm exam   25%

Final Exam   25%

The following semester grades will be assigned to students in post-secondary courses:

Grade	Definition	Grade Point Equivalent
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

Note:

For such reasons as program certification or program articulation, certain courses require minimums of greater than 50% and/or have mandatory components to achieve a passing grade.

It is also important to note, that the minimum overall GPA required in order to graduate from a Sault College program remains 2.0.

Mid Term grades are provided in theory classes and clinical/field placement experiences. Students are notified that the midterm grade is an interim grade and is subject to change.

VI.   **SPECIAL NOTES:**

Course Outline Amendments:
The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

Retention of Course Outlines:
It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

Prior Learning Assessment**:**
Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

Disability Services:
If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Disability Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

Communication:
The College considers *WebCT/LMS* as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of the *Learning Management System* communication tool.

Plagiarism:
Students should refer to the definition of "academic dishonesty" in *Student Code of Conduct*. A professor/instructor may assign a sanction as defined below, or make recommendations to the Academic Chair for disposition of the matter. The professor/instructor may:

- (i) issue a verbal reprimand,
- (ii) make an assignment of a lower grade with explanation,
- (iii) require additional academic assignments and issue a lower grade upon completion to the maximum grade "C",
- (iv) make an automatic assignment of a failing grade,
- (v) recommend to the Chair dismissal from the course with the assignment of a failing grade.

In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

Student Portal:
The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations. Announcements, news, the academic calendar of events, class cancellations, your learning management system (LMS), and much more are also accessible through the student portal. Go to https://my.saultcollege.ca.

Electronic Devices in the Classroom:
Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.

Attendance:
Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.