# ANTR 510
Clinical Human Gross Anatomy and Palpatory Skills
Semester 1 – 2015
(Updated 08-12-2015)

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Syllabus Disclaimer</td>
<td>2</td>
</tr>
<tr>
<td>Course Description</td>
<td>3</td>
</tr>
<tr>
<td>Course Goals</td>
<td>3</td>
</tr>
<tr>
<td>Course Coordinator/Lab Director</td>
<td>3</td>
</tr>
<tr>
<td>Curriculum Assistants</td>
<td>3</td>
</tr>
<tr>
<td>Course Faculty</td>
<td>3</td>
</tr>
<tr>
<td>Lines of Communication</td>
<td>5</td>
</tr>
<tr>
<td>Course Web Site</td>
<td>5</td>
</tr>
<tr>
<td>Textbooks and Reference Materials</td>
<td>6</td>
</tr>
<tr>
<td>i&gt;Clicker Use in Course</td>
<td>6</td>
</tr>
<tr>
<td>Anatomical Multimedia</td>
<td>7</td>
</tr>
<tr>
<td>Course-based Academic Support</td>
<td>8</td>
</tr>
<tr>
<td>Course begin and end dates</td>
<td>9</td>
</tr>
<tr>
<td>Exams/Assessments</td>
<td>9</td>
</tr>
<tr>
<td>Course Grades</td>
<td>12</td>
</tr>
<tr>
<td>Frequently Asked Questions</td>
<td>13</td>
</tr>
<tr>
<td>Student Evaluation of the Course</td>
<td>13</td>
</tr>
<tr>
<td>Academic Honesty and Professionalism</td>
<td>15</td>
</tr>
<tr>
<td>Attendance/Excused Absence</td>
<td>15</td>
</tr>
<tr>
<td>Computer-Based Testing</td>
<td>16</td>
</tr>
<tr>
<td>i&gt;Clicker Policy</td>
<td>16</td>
</tr>
<tr>
<td>Remediation Policy</td>
<td>16</td>
</tr>
<tr>
<td>Request for Special Accommodations</td>
<td>16</td>
</tr>
<tr>
<td>Course Schedule Addendum</td>
<td>17</td>
</tr>
</tbody>
</table>

**Notice to Students:** Although course syllabi at MSUCOM have a consistent format, vitally important details differ by course. For this reason, you must read the syllabus thoroughly at the onset of each course to know what the course will provide and what is expected of you.
Syllabus Disclaimer
This ANTR 510 Course Syllabus represents a sincere effort on the part of the Course Coordinator and faculty to provide a set of policies and procedures that allow for fair and efficient administration of the course to all duly enrolled students. However, unforeseen circumstances or unintended policy consequences may require modification of this syllabus during the semester. The Course Coordinator reserves the right to amend this syllabus to accommodate and adapt to any unforeseen circumstances or unintended policy consequences provided all duly enrolled students are treated in a fair and equitable fashion without compromising the instructional objectives of the course. All students will be notified of any syllabus amendments via an oral class announcement, email broadcast and web posting.
Section 1 – Course Information

Course Description
Clinical Human Gross Anatomy and Palpatory Skills is an 8 credit hour lecture/laboratory course that uses a regional approach to the study of human gross anatomy using prosections and other anatomical specimens, radiologic images, functional correlates, multimedia and computer instructional programs. For the purpose of examinations, students are responsible for ALL the content within the Lecture Course Packet and Laboratory Course Packet, assigned readings, OMM Labs and any additional material deemed important by your lecturing faculty. The lectures will introduce or review material covered in the laboratory sessions, and will organize and clarify conceptually difficult content.

Course Goals
1. Identify clinically relevant structures of regionally based human gross anatomy
2. Translate and apply the language of medicine
3. Associate fundamental anatomical principles and spatial relationships
4. Describe gross anatomical structure with precision and clarity
5. Utilize anatomical foundation required for continued advanced study in clinical clerkships
6. Demonstrate the anatomical basis for the physical examination as performed by a physician
7. Employ various imaging modalities to describe normal structure

Please note that specific instructional objectives are provided for each lecture of this course.

Course Coordinator and Lecturer
(Note - Preferred method of contact is shown in italics)

| Name:          | John Fitzsimmons, MD                          |
| Phone:         | 517-353-4547                                  |
| Email:         | jmf@rad.msu.edu                               |
| Address:       | A507 East Fee Hall                            |

Laboratory Director, Lecturer and Semester 1 Director
(Note - Preferred method of contact is shown in italics)

| Name:          | Rebecca Pratt, PhD                            |
| Phone:         | 517-432-0441                                  |
| Email:         | prattreb@rad.msu.edu                          |
| Address:       | A502 East Fee Hall                            |

Curriculum Assistants
(Note - Preferred method of contact is shown in italics)

<table>
<thead>
<tr>
<th></th>
<th>EL – Lead CA</th>
<th>DMC</th>
<th>MUC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name:</td>
<td>Robin Borowski</td>
<td>Charity Troutt</td>
<td>Beata Rodriquez</td>
</tr>
<tr>
<td>Phone:</td>
<td>517-353-9515</td>
<td>517-884-9629</td>
<td>586-263-6799</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:chambe27@msu.edu">chambe27@msu.edu</a></td>
<td><a href="mailto:trouttch@msu.edu">trouttch@msu.edu</a></td>
<td><a href="mailto:rodri583@msu.edu">rodri583@msu.edu</a></td>
</tr>
</tbody>
</table>

Course Faculty - Lecturers
(Note - Preferred method of contact is in italics)

| Name:           | Melanie McCollum, Ph.D.                        |
| Phone:          | 517-353-2180                                   |
| Email:          | melanie.mccollum@radiology.msu.edu            |
| Site:           | EL                                           |
| Gail Schafer-Crane, Ph.D. | 517-432-3022             | shafercr@msu.edu            |
| Carrie Nazaroff, PhD | 586-263-6743                | carrie.nazaroff@radiology.msu.edu |

Course Faculty - Laboratory
(Note - Preferred method of contact is in italics)
<table>
<thead>
<tr>
<th>Name: Diana Hristova, MD, MSC</th>
<th>Phone: 517-884-9612</th>
<th>Email: <a href="mailto:diana.hristova@hc.msu.edu">diana.hristova@hc.msu.edu</a></th>
<th>Site: DMC</th>
<th>Name: Lindsey Jenney, PhD</th>
<th>Phone: 517-353-4526</th>
<th>Email: <a href="mailto:jennylin@msu.edu">jennylin@msu.edu</a></th>
<th>Site: EL</th>
<th>Name: Loro Kujjo, DVM, PhD</th>
<th>Phone: 517-355-4526</th>
<th>Email: <a href="mailto:kujjo@msu.edu">kujjo@msu.edu</a></th>
<th>Site: EL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Maureen Schaefer, Ph.D.</td>
<td>Phone: 517-432-1372</td>
<td>Email: <a href="mailto:maureen.schaefer@rad.msu.edu">maureen.schaefer@rad.msu.edu</a></td>
<td>Site: EL</td>
<td>Name: William Falls, PhD</td>
<td>Phone: 517-353-8799</td>
<td>Email: <a href="mailto:falls@msu.edu">falls@msu.edu</a></td>
<td>Site: EL</td>
<td>Name: Nicole Geske, MS</td>
<td>Email: <a href="mailto:geskenic@msu.edu">geskenic@msu.edu</a></td>
<td>Site: EL</td>
<td></td>
</tr>
<tr>
<td>Name: Frances Kennedy, DVM, MS</td>
<td>Phone: 517-432-0467</td>
<td>Email: <a href="mailto:kennedyf@msu.edu">kennedyf@msu.edu</a></td>
<td>Site: EL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Course Faculty – Laboratory Staff**
*(Note - Preferred method of contact is in italics)*

<table>
<thead>
<tr>
<th>Name: Jacque Liles, MSW</th>
<th>Phone: 517-353-5398</th>
<th>Email: <a href="mailto:lileja@rad.msu.edu">lileja@rad.msu.edu</a></th>
<th>Site: EL</th>
<th>Name: Lindsey Rhadigan, BS</th>
<th>Phone: 517-884-9635 – DMC</th>
<th>Email: <a href="mailto:rhadiga2@msu.edu">rhadiga2@msu.edu</a></th>
<th>Site: DMC &amp; MUC</th>
<th>Name: Deb Wolansky</th>
<th>Phone: 517-353-5398</th>
<th>Email: <a href="mailto:koehnd@msu.edu">koehnd@msu.edu</a></th>
<th>Site: EL</th>
</tr>
</thead>
</table>

**Course Faculty – Radiologists**
*(Note - Preferred method of contact is in italics)*

<table>
<thead>
<tr>
<th>Name: Gerald Aben, MD</th>
<th>Phone: 517-355-0120 x265</th>
<th>Email: <a href="mailto:gra@radiology.msu.edu">gra@radiology.msu.edu</a></th>
<th>Site: EL</th>
<th>Name: David Anderson, MD</th>
<th>Phone: 517-355-0120</th>
<th>Email: <a href="mailto:David.anderson@rad.msu.edu">David.anderson@rad.msu.edu</a></th>
<th>Site: EL</th>
<th>Name: Kevin DeMarco, MD</th>
<th>Phone: 517-355-0120</th>
<th>Email: <a href="mailto:Devin.demarco@rad.msu.edu">Devin.demarco@rad.msu.edu</a></th>
<th>Site: EL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name: Larry Coryell, MD</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:Larry.coryell@rad.msu.edu">Larry.coryell@rad.msu.edu</a></td>
<td>Site: EL</td>
<td>Name: Ryan Fajardo, MD</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:Ryan.fajardo@rad.msu.edu">Ryan.fajardo@rad.msu.edu</a></td>
<td>Site: EL</td>
<td>Name: Jeffrey Knake, MD</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:Jeffrey.knake@rad.msu.edu">Jeffrey.knake@rad.msu.edu</a></td>
<td>Site: EL</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-------------------</td>
<td>---------------------</td>
<td>---------</td>
<td>-----------------------------</td>
<td>-------------------</td>
<td>-----------------------------</td>
<td>---------</td>
<td>--------------------------------</td>
<td>-------------------</td>
<td>-------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Name: Suresh Mukherji, MD</td>
<td>Phone: 517-884-3234</td>
<td>Email: <a href="mailto:sureshkm@msu.edu">sureshkm@msu.edu</a></td>
<td>Site: EL</td>
<td>Name: Krishna Perni, MD</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:kcperni@gmail.com">kcperni@gmail.com</a></td>
<td>Site: EL</td>
<td>Name: Kevin Robinson, DO</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:Kevin.robinson@rad.msu.edu">Kevin.robinson@rad.msu.edu</a></td>
<td>Site: EL</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-------------------</td>
<td>---------------------</td>
<td>---------</td>
<td>-----------------------------</td>
<td>-------------------</td>
<td>-----------------------------</td>
<td>---------</td>
<td>--------------------------------</td>
<td>-------------------</td>
<td>-------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Name: Sarah Schafer, DO</td>
<td>Phone: 517-355-0120</td>
<td>Email: <a href="mailto:Sarah.schafer@rad.msu.edu">Sarah.schafer@rad.msu.edu</a></td>
<td>Site: EL</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Integrative Reasoning Coordinator**
*(Note - Preferred method of contact is in italics)*

| Name: Jane Gudakunst, MD | Phone: 517-353-3211 | Email: jane.gudakunst@hc.msu.edu | Site: EL | | | | | | | |
Lines of Communication
- For administrative aspects of the Course: contact the course coordinator.
  o Questions concerning the course may be discussed individually by making an appointment with the Course Coordinator, John Fitzsimmons, MD, Departmental Office, by phone 517-353-4547 or via e-mail. The Course Coordinator is generally available by appointment for in person or Skype meetings.
- For content questions relating to a specific lecture or topic: contact the faculty lecturer for that specific portion of the course via email or the D2L Discussion Forum.
- For lab questions, logistics, lab practicals and inquiries regarding the Lab attendants (bluecoats): contact the lab director, Dr. Rebecca Pratt.
- D2L Course Web Site (see course web site information below).
- D2L Discussion Forum (see discussion forum information below).
- For absences/missed exams (see excused absence information below).

Course Web Site
The URL for the Course web site is https://d2l.msu.edu/

The course D2L site has these MAIN sections:
- Announcements – Course-related communication to the class will be made here. You should check for announcements on a daily basis.
- Syllabus - Information about textbooks, exam dates, grading system, rules and regulations, etc. as well as information on the instructional team.
- Course Content – Lecture recordings, Lab material, Radiology links, secured anatomical materials and all other scientific material will be deposited here.
- Discussion Forum – List of “asked” questions. It is highly recommended that you check the discussion forum prior to posting a question on the Discussion Forum as it is very likely that you are not the only student with a given question and it may already have been answered. Content based questions will not be answered if sent directly to the lecturing faculty. Please utilize the Discussion Forum for all inquiries regarding lecture and lab content.
Textbooks and Reference Materials for both Lecture and Lab

<table>
<thead>
<tr>
<th>Required (3 items total)</th>
<th>Recommended – Alternative Atlases</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Course Pack</td>
<td>• Color Atlas of Anatomy, 8\textsuperscript{th} ed., 2015</td>
</tr>
</tbody>
</table>
| • ONE OF THE FOLLOWING TEXTBOOKS: | Rhoen, et. al.  
Lippincott, Williams & Wilkins  
ISBN: 9781451193183 |
| • *Clinically Oriented Anatomy, 7\textsuperscript{th} ed., 2013 | • Anatomy One  
http://www.anatomyone.com |
| Moore, Dalley, & Agur   | • Anatomy & Physiology Revealed  
http://www.mhhe.com/sem/apr |
| Lippincott, Williams & Wilkins  
| • *Gray’s Anatomy for Students, 3rd ed., 2014, | Clemente  
Lippincott, Williams & Wilkins  
ISBN: 9781582558899 |
| Drake, Vogl Elsevier  
ISBN: 0-7202-5131-4 | • Fundamentals of Radiology, 6\textsuperscript{th} ed., 2004 |
| • ONE OF THE FOLLOWING ATLASES: | Squire & Novelline  
Harvard University Press  
ISBN: 9780674012790 |
| *Thieme Atlas of Anatomy, 2\textsuperscript{nd} ed., 2012 |  
Gilroy, et. al.  
Thieme Medical Publishers  
ISBN: 9781604067453 |
| Netter  
Elsevier Heath Sciences  
ISBN: 9781455704187 |  
Netter  
Elsevier Heath Sciences  
ISBN: 9781455704187 |

Required Equipment

<table>
<thead>
<tr>
<th>Required Equipment</th>
<th>Recommended – A Medical Dictionary</th>
</tr>
</thead>
<tbody>
<tr>
<td>• White lab coat or scrubs, gloves, and a single blunt-tip metal dissection probe are REQUIRED (you are required to wear white lab coat or scrubs with your NAME TAG in the Gross Anatomy Laboratory AT ALL TIMES; you will receive this name tag on June 15, 2015)</td>
<td>Several titles are available in hard copy, eBook, or mobile application. Stedman’s Dorland’s, Black, Merrian-Webster are all acceptable whichever you wish to utilize.</td>
</tr>
<tr>
<td>• i&gt;Clicker2</td>
<td></td>
</tr>
</tbody>
</table>

Other Resources

<table>
<thead>
<tr>
<th>Other Resources</th>
</tr>
</thead>
</table>
| MSU Library Medical Videos Guide:  
http://libguides.lib.msu.edu/healthsciencesvideos/medicine |
| MSU Library Medical Ebooks Collection:  
http://libguides.lib.msu.edu/medicalebooks |

*All of these textbooks can be accessed, for free, through MSU libraries by using the following link:  
http://libguides.lib.msu.edu/c.php?g=95640&p=624454

i>Clicker2 Use in Course

i>Clicker2’s will be used in this class (lecture, lab and Integrative Reasoning Events).  
Please register your unit before class meets on Monday, June 15, 2015.

In this course, i>Clicker2 input may be used in the following ways: To provide practice with concepts and principles, to stimulate discussion and/or to give mini-quizzes. Questions may be posed at any time during the class hour. No make-up experiences will be provided should you forget your i>Clicker2. The i>Clicker2 will be the only mechanism to record attendance during large group lectures.

- If the i>Clicker2 is used to take attendance, you will be expected to arrive in class on time and to stay for the duration of the assigned activity.
- If you bring your i>Clicker2 and it fails during the lecture, please see the course representative immediately after the lecture to inform us of the problem. NO points for attendance will be given
Anatomical Multimedia

1) Below are brief descriptions of multimedia (software, videos, ebooks) that can be found and used on your computer or in the college computer laboratories indicated. MSUCOM “Introduction to Radiology Imaging” modules on the D2L course website. These may be accessed at any location, on or off campus.

2) Donor-based lab demonstrations recorded by the MSUCOM faculty, previous lab practical photos of questions for student review, and electronically accessible photos of the MSUCOM cross sectioned donors are available through D2L. Use of all the above mentioned material will be solely for educational purposes and viewed only with colleagues who are currently enrolled in CHM/COM. Access to demonstration videos using MSU computers or personal computers is limited to on campus use only. This includes all gross anatomy lab spaces as well as MUC, DMC common areas and Fee Hall, Radiology and the Clinical Center at East Lansing.

3) Your electronic atlases may be accessed via iPAD, tablet, smart device, etc. in the gross anatomy labs at all three MSUCOM locations. You may bring these electronic devices into the gross lab during faculty-scheduled time as well as open lab hours in the evening and on weekends. With this privilege you are to make no attempt to photograph, video, or otherwise reproduce any image of human anatomical material located in any area of any anatomy laboratory with an electronic device.

As noted in the MSU Human Gross Anatomy Lab Rules and Policies Student Agreement (or whatever we end up calling it), the use of personal electronics on the teaching floors are strictly for educational uses only. Texting and phone calls, should your device have those capacities, will be managed out in the hallway. Other non-educational activities, such as playing games, emailing, watching movies, etc is also not allowed.

Consequences for using your personal electronic device for non-educational purposes are as follows:

A. First offense within the first two weeks of the course: you will be reminded of the policy.
B. First offense after the first two weeks of the course: notification of this breach of conduct will be sent to the Dean of Students.
C. Second offense at any time: notification of repeated offense will be sent to the Dean of Students and may (or will? Need to be consistent in both documents) result in disciplinary action by MSUCOM as outlined in the Michigan State University Medical Student Rights and Responsibilities.
D. In addition, should the total number of such violations by the class at any time and at any campus become excessive, we reserve the right to alter this policy and revoke the privilege of allowing personal electronic equipment in the teaching spaces. This privilege will be revoked at all three campuses, regardless of location of misconduct.

4) Note that the MSU Library System has purchased free use of many excellent resources for you to access electronically. Many of your REQUIRED resources can be found here for free. Look under the YEAR 1 listing. [http://libguides.lib.msu.edu/content.php?pid=63898&sid=3008958](http://libguides.lib.msu.edu/content.php?pid=63898&sid=3008958)

5) Acland’s Video/DVDs are available in the learning resource centers (ECHT Center & Kobiljak). These videos are recommended and you may even want to purchase them for review in later years when you do not have easy access to donor material.
Course-based Academic Support

The value you derive from this course (and those that follow it) will depend on many factors, but most importantly the amount of effective time and effort you put into it. In undergraduate courses, students often concentrate on just getting through the next exam or individual courses. But medical education is different because it is cumulative. Study for understanding, not for short term memorization. This will allow you to understand concepts and carry them forward with you to the next step in your medical education.

You are strongly urged to:

- Consult the course D2L web site frequently to see announcements and to access various study aides (e.g., pre-lab problem sets, practice exam questions, and answers to frequently asked questions on the Discussion Forum).
- Complete the preparatory work for each lab and/or post-lab quiz and lecture session; this includes reading through the lectures and lab objectives, working through the ‘mind exercises’ or any other advanced study activities.
- Attend every lecture and lab session. Plan to stay to the end of each lab session, in order to take full advantage of the opportunities to work collaboratively with your class mates and to interact with faculty, and to participate in the question reviews at the conclusion of lab.
- Actively annotate your Course Pack as you prepare for each night for subsequent class sessions. Continue to take efficient, correct notes as each class session progresses, and also during your follow-up study.
- Attend every lecture and lab session. Plan to stay to the end of each lab session, in order to take full advantage of the opportunities to work collaboratively with your class mates and to interact with faculty, and to participate in the question reviews at the conclusion of lab.
- Use the practice exam questions (posted on D2L prior to each unit or as a D2L quiz) to help guide your review and preparation for exams. Do NOT wait until the day before an exam to look at these practice exam questions. Instead, start reviewing them 3-4 days prior to each exam to help guide your review and exam preparation.
- Each member of the teaching team has a well-deserved reputation for being approachable and for helping students achieve success. Avail yourself of the opportunities for help provided by the course faculty -- in person, via e-mail, or Skype.
- The time immediately before or after a course lecture is often too hectic to provide a good opportunity to get help from course instructors. By contrast, lab sessions (especially at the end when some of the students have already departed) or scheduled appointments provide an excellent time to ask questions of course faculty.
- Keep in mind that you can contact course faculty by using the D2L Discussion Forum with your questions. Note: Whenever you pose a question by Discussion Forum, include what you THINK the answer is. This makes it much easier for the instructor to either confirm your understanding or to see where you are going off-track.
- Study groups - Many students find it beneficial to study with one or more partners, and we strongly encourage this activity. Studying together can be efficient (what one student doesn't understand, another one will), stimulating (personal interaction can help keep you focused and alert), and motivating (commitment to a partner supplements self-discipline). We encourage you to study with suitable partners. We caution you, however, to avoid study groups that turn into "gab fests" or where one or two students do all the talking. Remember, you may THINK you understand a concept when you hear someone else explain it, but you'll KNOW you understand the concept only when YOU can explain it to someone else. So, make sure you get to talk in your study group!
- Caution: Scribe note services are not sanctioned by MSUCOM and are not endorsed by the course faculty. Course faculty assume no responsibility whatsoever for errors in the "scribe notes". It is unwise to expect the "scribes" to substitute for your own attendance in lecture or lab, your own note taking, or your own studying.
- Additional academic support resources can be accessed at: http://com.msu.edu/Students/Academic_Development/index.htm

In summary, the course faculty is here to facilitate your learning. The large number of students in this course (about 300) necessitates a degree of formality. Also, since your schedules are very full, we must adhere rigidly to the lecture, small group and lab times assigned to this course. While the needs of individual students will be accommodated whenever possible, it is NOT possible to allow students to switch lab groups during the course. If
you cannot make your regularly scheduled lab time you must make up that time during open lab hours and not attend another regularly scheduled lab. Please feel free to contact the Course Coordinator or Lab Director with any personal issues you may have involving this course.

Course begin and end dates
ANTR 510 begins on June 15, 2015 and ends on August 19, 2015. See addendum for detailed daily course schedule.

Exams/Assessments
Your course grade is determined using the chart below:

<table>
<thead>
<tr>
<th>Exams</th>
<th>Number of lectures/sessions</th>
<th>Number of cumulative questions/points per session</th>
<th>Number of Questions</th>
<th>Total available Raw Points</th>
<th>Total available weighted points</th>
<th>Total cumulative weighted points</th>
<th>Minimum Cumulative Course Points to Pass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Anatomical Concepts Quiz</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>23.4</td>
</tr>
<tr>
<td>Lecture Exam # 1</td>
<td>12</td>
<td>0</td>
<td>50</td>
<td>50</td>
<td>48.7</td>
<td>79.9</td>
<td>59.9</td>
</tr>
<tr>
<td>Lab Exam # 1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>124.5</td>
</tr>
<tr>
<td>Lecture Exam # 2</td>
<td>12</td>
<td>5</td>
<td>55</td>
<td>55</td>
<td>53.6</td>
<td>219.6</td>
<td>164.7</td>
</tr>
<tr>
<td>Lab Exam # 2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>229.3</td>
</tr>
<tr>
<td>Lecture Exam # 3</td>
<td>14</td>
<td>10</td>
<td>68</td>
<td>68</td>
<td>66.2</td>
<td>371.9</td>
<td>279.0</td>
</tr>
<tr>
<td>Lab Exam # 3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>343.6</td>
</tr>
<tr>
<td>Lecture Exam # 4</td>
<td>10</td>
<td>15</td>
<td>57</td>
<td>57</td>
<td>55.5</td>
<td>513.6</td>
<td>385.2</td>
</tr>
<tr>
<td>Lab Exam # 4</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>449.8</td>
</tr>
<tr>
<td>iClicker quizzes (best 18 of 24)</td>
<td>24</td>
<td>18</td>
<td>168</td>
<td>126</td>
<td>31.9</td>
<td>631.6</td>
<td>473.7</td>
</tr>
<tr>
<td>Integrative Reasoning</td>
<td>5</td>
<td>2</td>
<td>10</td>
<td>6.4</td>
<td>638.0</td>
<td>638.0</td>
<td>478.5</td>
</tr>
<tr>
<td>COURSE TOTALS (max)</td>
<td>72</td>
<td>48</td>
<td>670</td>
<td>638.0</td>
<td>638.0</td>
<td>638.0</td>
<td>478.5</td>
</tr>
</tbody>
</table>
How Do I Calculate My Grade?

<table>
<thead>
<tr>
<th></th>
<th>Raw Course Value</th>
<th>Actual Course value</th>
<th>Conversion factor</th>
<th>Total Weighted Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab exam points</td>
<td>240</td>
<td>38%</td>
<td>54.00%</td>
<td>1.44</td>
</tr>
<tr>
<td>Lecture exam points</td>
<td>262</td>
<td>41%</td>
<td>40.00%</td>
<td>0.97</td>
</tr>
<tr>
<td>Lab Quiz points</td>
<td>126</td>
<td>20%</td>
<td>5.00%</td>
<td>0.25</td>
</tr>
<tr>
<td>Integrative Reasoning Points</td>
<td>10</td>
<td>2%</td>
<td>1.00%</td>
<td>0.64</td>
</tr>
<tr>
<td>Total Weighted Points</td>
<td>638.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Particulars on the Unit Lecture Exams

All ANTR 510 examinations are **SECURE** which means no question booklet or scantron will be permitted to leave the examination room with a student. Written examinations will consist of **one best answer** multiple-choice questions. Each exam covers material presented according to the lecture and laboratory schedules for that unit as well as material presented in previous ANTR 510 units. There are approximately 4 questions for each hour of scheduled lecture time and the distribution will be fairly equitable across lectures. Beginning with Unit Exam 2 there will be a small number of comprehensive questions covering material from earlier in the course. Examinations will be given only at the date and time specified. Any absence from an examination must be for compelling reasons and you must follow the policy outlined here:

A student with severe acute illness or family emergency keeping them from attending the morning computer-based UNIT LECTURE EXAM must contact their local Associate Dean of Student Affairs to request an excused absence for the Unit Exam. **All lecture and lab make-up exams will be given during the week of August 17th – 19th. A missed make-up exam will result in a ZERO for that exam.**

- **Personal Emergencies:**
  - (e.g., death in family, serious illness (acute), hospitalization, automobile difficulties)
  - EL - Dr. Falls, Associate Dean for Student Services (517) 353-8799
  - DMC - Dr. Willyerd, Associate Dean (313) 578-9600
  - MUC - Dr. Waarala, Assistant Dean (586) 263-6731

The **Course Coordinator** has the final decision on excused absences as it pertains to UNIT LAB EXAMS. This policy must be enforced to be fair to all involved.

**Particulars on Unit Lab Practicals**

All ANTR 510 practicals are **SECURE** which means no question booklet or scantron will be permitted to leave the gross lab room with a student. Lab examinations will consist of **one best answer** short answer questions without a word bank. Each exam covers material presented according to the laboratory schedules for that unit as well as material presented in previous ANTR 510 units.

The majority of questions on any given unit laboratory practical will consist of straight forward identification of tagged structures on cadavers, bucket specimens, models, photographic cross sections or radiologic images. That said, the faculty will occasionally ask more comprehensive questions on the lab practical that attempt to integrate lecture and laboratory concepts. For example, a muscle may be tagged and the question on the lab practical may be “Identify the nerve that innervates this muscle.” Or “A patient will not be able to _____ their ______ if this muscle is paralyzed.” There will be no more than 20% of lab exam questions devoted to anatomical imaging and cross-sections.
1. Arrive at the Gross Anatomy Laboratory area 15 minutes prior to your scheduled lab exam time. You are to come **ONLY** at your scheduled examination time unless special arrangements have been made prior to examination day by your college with the Faculty giving that examination.

2. **You are required to present a picture ID to being admitted to the lab practical.** You should always have your student ID with you so that you do not run into a circumstance where you need it and do not have it **on your person.**

3. Students who arrive late to their assigned laboratory examination section may be admitted, but will **lose** those points missed prior to the time of admission. Students will **NOT** be allowed to go back to examination stations that were missed.

4. At the end of the laboratory practical examinations, students are to remain at their last examination station until a laboratory examination proctor has collected examination answer sheets.

5. After the examination, students are to leave the laboratory area **QUIETLY** as directed by the examination proctor.

A student with severe acute illness or family emergency removing them from their assigned lab practical exam must contact: Dr. John Fitzsimmons (jmg@rad.msu.edu; 517-353-4547, 517-353-3240). The **Course Coordinator** has the final decision on excused absences as it pertains to **UNIT LAB EXAMS.** This policy must be enforced to be **fair to all involved.** All lab make-up exams will be given during the week of August 17th – 19th. A missed make-up exam will result in a **ZERO** for that exam.

**Unit Lab Practical Inquiries**

Lab exam inquiries must go to Dr. Pratt for East Lansing, Dr. Hristova for DMC, and Dr. Nazaroff for MUC. You have a **5 day window starting** the day after the examination date to submit your inquiry to the appropriate faculty member. Saturday and Sunday count as days. Inquires may include a machine scoring issue, a math error, a grading error or an answer the faculty may not have considered. All lab inquiry decisions will be made after the 5 days are complete and after they are reviewed by the teaching faculty at all 3 sites. In order for your inquiry to be considered the following procedures MUST be followed:

1. Make a scan or Xerox copy of your lab exam answer sheet.
2. Highlight the question(s) being inquired about and if you wish attached a brief explanation for the inquiry (please recap your prior discussion with the faculty member if you have had one).
3. Leave that copy in the mailbox of Dr. Pratt for EL, Dr. Hristova for DMC, and Dr. Nazaroff for MUC. Scans may be emailed to the appropriate faculty as well. Please do not set up a faculty appointment to argue your case. Decisions will not be made in haste.
4. Dr. Pratt for EL, Dr. Hristova for DMC, and Dr. Nazaroff for MUC will consult the faculty team and make any necessary changes. If your points are awarded, the curriculum assistant will be notified and your scores will be updated on D2L prior the next exam.
5. Students will **NOT** be notified on an individual basis of the score adjustments for unit lecture or lab examination inquiries. Students will receive a message via D2L that indicates that unit scores are final. You will then have to access D2L to view your score.

**Particulars on the in lab quiz Points**

There will be 24 unscheduled ("pop") post-lab quizzes that require the use of an i>Clicker2 to receive credit. Each unannounced lab quiz will consist of 7 points and will be administered at the end of randomly selected labs during this semester. You will receive 1 point for each question answered correctly. Your best 18 of 24 quiz scores will count (max 126 points) and there are **no make-up quizzes for any reason.** If you miss a quiz (sickness, arriving late, previously schedule appointment, forgetting your i>Clicker2, your iclicker breaking, batteries missing, religious observances) then the score for that quiz will be a zero and can be a quiz that you drop. It is understood that “life happens” and this is the reason for allowing 6 quiz scores to be dropped. Quiz questions are based on the laboratory material scheduled to be covered on the day of the post-quiz as well as all previous lab material. If
you study prior to lab, attend lab and actively participate with your peers in learning the current day’s topics you should be able to correctly answer the i>Clicker2 questions.

**Particulars for Integrative Reasoning Points**
Attendance and punctuality are professional expectations of medical students. Integrative Reasoning sessions are participatory experiences. Therefore there are no make-up activities or points for missed sessions, whether excused or unexcused. Tardiness is defined as arrival more than 5 minutes past the start time.

All students must bring their iclickers to every Integrative Reasoning session. During these small group activities you will have a 2-question iclicker assessment that focuses on that day’s discussion. Points for correct answers will be recorded and used to calculate your ANTR 510 grade. Falsification of an attendance record (e.g., taking the quiz with an iclicker other than your own) will be considered an instance of professional misconduct equivalent to academic dishonesty (e.g., cheating) and notification will be sent to the appropriate site Dean.

Proper attire for Integrative Reasoning sessions is a professional expectation. These sessions are designed to encourage participation in the roles of “patient” and “physician” under the guidance of clinical faculty. Surface anatomy and basic clinical skills will be the focus of many of these sessions in semester 1. It is important that you dress appropriately for hands-on learning and physical/anatomical assessment. We recommend wearing loose-fitting, unrestricted clothing (e.g. athletic wear) or your scrubs. It is recommended that females wear sports bra or camisole under scrubs or t-shirt.

- Student doctors are expected to project a professional image. Clothes should be modest, clean, and in relatively good condition. Personal appearance should be clean and groomed. Be mindful of the fact that you never know when you will be making a first impression on someone who can influence your career.
- Shoes must be worn. No flip-flops or sandals
- Personal hygiene: Well-groomed and clean, no strongly scented cologne or perfume, PLEASE trim and clean fingernails. Long nails are not favorable for patient palpation.
- No revealing clothing

**Course Grades**
All COM medical students are assigned grades using the University Pass-No Grade System (page 23 of the MSU GENERAL INFORMATION, POLICIES, PROCEDURES and REGULATIONS publication)

- **P-Pass**—means that credit is granted and that the medical student met BOTH of the following two (2) independent criteria
  1) Student achieves > of = to 75.0% in the course (i.e. accumulates 478.5 of the 638 points possible)
- **N-No Grade**—means that no course credit is granted. A medical student will receive a “N” grade if ANY ONE OR MORE of the two (2) independent criteria are met:
  1) Student achieved <75.0% of the points for the course (478.5/638)

- **Remediation** - Since all of the courses in the MSUCOM curriculum are required, any student receiving an “N” grade will appear before the COM Committee on Student Evaluation (COSE) to determine if the student will repeat the course with the next incoming class or be dismissed from COM. Based on the MSUCOM Policy for Retention, Promotion and Graduation a student could be eligible to sit for course remediation exams that will be offered only on Friday January 8th, 2016. Should you fail ANTR 510 it would be wise to plan accordingly for possible January 8th examinations for that is the only date that, if reinstated by COSE, they will be offered to you by the college. Please refer to the retention policy information provided in Section 2 of this syllabus for information on College requirements and eligibility determination.
Frequently Asked Questions

Can I bring a friend or family member to lecture or lab?
NO. Attendance is restricted to only duly enrolled students or teaching staff. The Department of Radiology strictly adheres to the University policy regarding who may attend either the lectures or the laboratories during regularly scheduled sessions of ANTR 510. Thus, all attendees must either be enrolled in the course, approved Supplemental Instruction leaders, or members of teaching faculty assigned to the course. Tutors approved by the College of Osteopathic Medicine, but not officially part of the Radiology teaching team, are allowed in the laboratory during open unscheduled times, i.e. most times OTHER than 10am-6pm Monday through Friday.

Are Scribes allowed?
Note-taking (scribing) by an enrolled medical student in your class is permitted but the faculty take no responsibility for the accuracy or validity of their notes and will not edit, correct, or proofread materials generated in such scribing activities. Commercial note-taking by any person not in the course is prohibited.

Can I obtain hands-on experience in human dissection?
Medical students that wish to obtain dissection experience and explore gross anatomy in greater depth may do so by enrolling in ANTR 585 Directed Study in Human Prosection years 1 or 2 or ANTR 685 Clerkship Prosection in years 3 or 4. ANTR 585/685 is generally offered in the spring and summer and fall semesters every year but requires enrollment override authorized by Dr. Loro Kujjo. This course is an independent study laboratory course in which students prepare prosections used for study in the courses taught by both medical colleges. Student are given 3 or 4 (depending upon complexity) prosection assignments, and are expected to prepare for accurate laboratory work by reviewing their notes, text, and atlases from ANTR 510. Anatomy Faculty along with hired Laboratory teaching assistants can help in the prosection lab to assist you with skills, mastery, and interpretation of instruction.

Minimum enrollment is for 1 credit hour for first-time students. Students are expected to spend between 8-10 hours per credit per week in the gross lab. The number of positions available is limited and determined each semester on the basis of the number of specimens available for prosection and the needs of the gross lab. Students wishing to take advantage of this opportunity should contact Dr. Loro Kujjo, Course Coordinator for ANTR 585.

Student Evaluation of the Course
We want your feedback on how to make this course better for yourself and also for the students who come after you.

- Informal Feedback: Feel free to approach the Course Coordinator, Dr. John Fitzsimmons, or any of the other course faculty with your reactions and suggestions. Or write out your comments and email them to the Course Coordinator or Faculty. From time to time, we may also convene focus groups of students, as an additional way to obtain your opinions and suggestions.

- Formal Evaluation: After each lecturer has finished a set of lectures, a web-based evaluation form will be available for students to provide feedback. At the end of ANTR 510, a web-based evaluation form will be available for course feedback. Student course evaluations are highly recommended. The overall course evaluation will provide Course Coordinators with valuable information regarding their performance, the performance of their colleagues, and the quality of the course. The information gained from these evaluations is used to continuously improve future offerings of this course. Students can access the evaluation system at: http://kobiljak.msu.edu/Evaluation/UnitI_II.html. Evaluations for ANTR 510 and its faculty will remain open until August 19th, 2015. Your assistance in this important process is greatly appreciated.
Section 2 – Policies

Academic Honesty and Professionalism
http://com.msu.edu/Students/Professional_Development/Statement_on_Professionalism.htm

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism. If there is any instance of academic dishonesty or unprofessionalism discovered by a member of the faculty, administration or staff, it is his or her responsibility to take appropriate action.

Such action may include, but is not limited to: giving a failing grade, referring a student for judicial review, directing the student to the Associate Dean of Student Services, and any other actions outlined in the Medical Students’ Rights and Responsibilities document.


Attendance/Excused Absence

The College understands and supports the need and the right of the faculty to expect student attendance and participation in many curricular components with consequences if the student is not attending. (NOTE: Attendance may be a component of determining course grade) In the spirit of professional behavior, MSUCOM students are expected to attend required class sessions (e.g., lectures, laboratories) and take all examinations during their originally scheduled times. If this is not possible, the student must obtain an excused absence. To obtain an excused absence, you need to make the following contact, as appropriate, prior to the scheduled administration of the examination(s). The student must ALSO receive an excused absence from the Course Coordinator. The Course Coordinator has the final decision on excused absences, especially as it pertains to UNIT LAB EXAMS. This policy must be enforced to be fair to all involved. **Excused absences must be obtained for both lecture and lab exams separately.**

- **Personal Emergencies:**
  (e.g., death in family, serious illness (acute), hospitalization, automobile difficulties).
  EL - Dr. Falls, Associate Dean for Student Services (517) 353-8799
  DMC - Dr. Willyerd, Associate Dean (313) 578-9600
  MUC - Dr. Waarala, Assistant Dean (586) 263-6731

- **Where there is advance notice of absence:**
  To obtain an advance notice absence, you need to make one of the following contacts as appropriate:
  EL - Dr. Falls, Associate Dean for Student Services (517) 353-8799
  DMC - Dr. Willyerd, Associate Dean (313) 578-9600
  MUC - Dr. Waarala, Assistant Dean (586) 263-6731

For advance notice absences, a student must submit his/her excused absence request at least one week in advance of the scheduled mandatory class session(s) or examination(s). Wedding, family celebrations, vacations, conferences, etc. are not considered acceptable excuses. If an examination or other required experience is missed due to medical reasons, an attending physician’s written confirmation will be required in order for the absence to be excused.
Computer-Based Testing


It is the responsibility of each and every student (including students restarting and overload students) to know and be in compliance with the MSUCOM policy regarding computer-based testing. It is possible that adjustments may need to be made to this policy, and students will be notified of those adjustments when necessary.

In addition, each and every student must possess his or her own electronic device that is compatible with the software program SoftTest, and ensure that it is fully functional and operational at the time of every computerized assessment.

If a student has difficulties with respect to their technology prior to an assessment, he or she can send an email to OsteoMedAP@hc.msu.edu (which is monitored during normal business hours) for a response within 24 hours of viewing or call the lead curriculum assistant for more urgent matters.

Overload students taking courses with the class of 2019 have the opportunity to engage in computer-based testing. In order to take exams on a computerized device it is the responsibility of the overload student to email the lead curriculum assistant prior to the first scheduled day of the course. The decision to utilize computer-based testing is final, and will not be changed after it has been made. If no notice is given to the lead curriculum assistant prior to the first scheduled day of the course, the decision will be that the student does not want to participate in computer-based testing and will receive all relevant assessments via scantron and paper.

i>Clicker Policy

http://www.com.msu.edu/Students/Policies_and_Programs/iCLICKER_Policy.htm

You are expected to have your i>Clicker2 registered prior to the beginning of this class. You are responsible for bringing your i>Clicker2 to every class with you. Class will proceed as planned, even if you have forgotten to bring your i>Clicker2 with you. Paper completion of i>Clicker2 activities will not be accepted as a substitute for the i>Clicker2 response. Please make sure that your i>Clicker2 is always in working order.

As a matter of professionalism, please note that under no circumstances should you loan your i>Clicker2 to another student. Nor should you ever be in the possession of an i>Clicker2 other than your own. Answering questions or checking in for attendance on behalf of another student by using their i>Clicker2 is considered to be an act of dishonesty and may result in dismissal from the college.

MSUCOM General Remediation Policy

http://www.com.msu.edu/Students/Registrar/Policies.htm

Remediation of an “N” grade will be governed by the MSUCOM Policy for Retention, Promotion and Graduation (relevant content found under Remediation section), (http://www.com.msu.edu/Students/Policies_and_Programs/Remediation_Policy.htm) and by the remediation section of each course syllabus.

It is the responsibility of each student in the Michigan State University College of Osteopathic Medicine to verify his/her eligibility, with the Office of Student Services, prior to the administration of the remediation examination/experience.

Students deemed eligible for remediation by the registrar will be informed by the Course Coordinators. Information on remediation format, date and time will be provided then.
Requests for Special Accommodations
Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities at 517-884-RCPD or on the web at http://www.rcpd.msu.edu/. Once your eligibility for an accommodation has been determined, you may be issued a Verified Individualized Services and Accommodation (VISA) form. Please present the VISA to Cheryl Luick, luick@msu.edu A329 East Fee Hall at the start of the term and/or two weeks prior to the accommodation date (test, project, labs, etc.). Requests received after this date will be honored whenever possible.

It is the responsibility of the Student with Accommodations to contact the Course Coordinator and the Curriculum Assistant in your location, two weeks prior to the start of the term, or two weeks prior to the schedule assessment event. Requests received after this date will be honored whenever possible.

It is the responsibility of the student to submit or have submitted an updated version of their accommodations to Cheryl Luick each semester that a student plans to use their accommodations.

If you have any questions, please do not hesitate to contact:
Dr. John Fitzsimmons
ANTR 510 Course Coordinator
A507 East Fee Hall
517-353-4547
jmf@rad.msu.edu