



CUMMING SCHOOL OF MEDICINE  
GRADUATE COURSE OUTLINE

COURSE TITLE: MDSC 703 Human Anatomy: Concepts, Exploration and Teaching			
<b>Course</b>	MDSC 703		
<b>Pre/Co-Requisites</b>	None but requires consent of instructor.		
<b>Faculty</b>	Cumming School of Medicine, Graduate Science Education		
<b>Instructor Name(s)</b>	Dr. Lian Willetts Dr. John Bertram	<b>Email</b>	<a href="mailto:Lian.willetts@ucalgary.ca">Lian.willetts@ucalgary.ca</a> <a href="mailto:jbertram@ucalgary.ca">jbertram@ucalgary.ca</a>
<b>Office Location</b>	HMRB G-89 HRIC 3C62	<b>Office Hours</b>	Mondays 2-3 PM Starting Sep. 3rd, 2020 ending on Dec. 24th, 2020.
<b>Instructor Email Policy</b>	Students can email instructor anytime they have a question and concern.		
<b>Telephone No.</b>	403-210-8881		
<b>TA Name</b>	Cassidy Da Silva	<b>Email</b>	Cassidy.dasilva@ucalgary.ca
<b>Class Term, Days</b>	Sep. 10 <sup>th</sup> 2020 to Dec. 3 <sup>rd</sup> 2020		
<b>Class Times</b>	Lecture (zoom) Thursdays 10:00-12:00; Labs (in person on site at ATSSL, FH campus) Fridays 10:00 to 16:00		
<b>Class Location</b>	Zoom and ATSSL, Room BA01 3330 Hospital Drive NW, Calgary		

**This course is offered in a blended synchronous online via Zoom and face-to-face format.** When unable to participate live and/or in person due to the time difference or unforeseen circumstances, inform the instructor in advance and propose and implement propose an alternative participation activity

COURSE INFORMATION/DESCRIPTION OF THE COURSE
This is an introductory course specifically designed for graduate students with an interest in human morphology and cadaveric dissection. Human anatomical concepts appropriate for the modern medical curriculum are introduced.
LEARNING RESOURCES/REQUIRED READING
Anne M. Gilroy (2017) Anatomy: an essential textbook (2nd ed). Thieme is recommended (electronic version available through UofC library)

COURSE OBJECTIVES/LEARNING OUTCOMES
<ol style="list-style-type: none"> <li>1. Explore human anatomical concepts relevant to modern medical curricula</li> <li>2. Provide a forum for discussion of the role of anatomy in medical curricula and approaches to relaying that information.</li> </ol>



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| <p>3. Provide practical experience in synthesizing and relaying complex anatomical concepts.</p> <p>4. Provide an opportunity to dissect human cadaver material.</p> |
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**Communication**

Brightspace (By D2L) is located on the University of Calgary server and will be used extensively for communication with Students. A link to the zoom class will be provided on D2L. It is the student’s responsibility to ensure that they receive all posted communications and documents and that they receive e-mails send by instructors of fellow students through D2L. Only your @ucalgary.ca e-mail address maybe linked to D2L. Please ensure that you are regularly checking your @ucalgary.ca account

**Learning Technology Requirements**

In order to successfully engage in learning experiences at the University of Calgary, students taking online, remote and blended courses are required to have reliable access to the following technology:

- A computer with a supported operating system, as well as the latest security and malware updates;
- A current and updated web browser;
- Webcam (built-in or external);
- Microphone and speaker (built-in or external), or headset with microphone;
- Current antivirus and/or firewall software enabled;
- Broadband internet connection

Most current laptops will have a built-in webcam, speaker and microphone.

Please see the following for a detailed explanation of the minimal required technology for online learning <https://elearn.ucalgary.ca/technology-requirements-for-students/>

A laptop, desktop, tablet or mobile device is required for D2L access. If you need help accessing or using D2L, please visit the Desire2Learn resource page for students: <http://elearn.ucalgary.ca/d2l-student/>.

<b>CUT POINTS FOR GRADES</b>			
This course adheres to the grading system outlined in the University of Calgary, Faculty of Graduate Studies Calendar. Grades of A+ and A are not distinguished in the calculation of GPAs. Percentage/letter grade conversion used for this course is as follows			
<b>Grade</b>	<b>Grade Point Value</b>	<b>Percentage Conversion</b>	<b>Graduate Description</b>
A+	4.00	95-100	Outstanding
A	4.00	85-94	Excellent – superior performance showing comprehensive understanding of the subject matter

A-	3.70	80-84	Very Good Performance
B+	3.30	75-79	Good Performance
B	3.00	70-74	Satisfactory Performance
B-	2.70	65-69	Minimum Pass for Students in the Faculty of Graduate Studies
C+	2.30	55-64	All grades below 'B-' are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements
C	2.00	50-54	

<b>Assessment Components:</b> The University policy on grading related matters is outlined in the <a href="#">2019-2020 Calendar</a> .			
<b>Assessment Methods</b>	<b>Description</b>	<b>Weight %</b>	<b>Due Date <u>and</u> Time</b>
Weekly discussions	<ul style="list-style-type: none"> <li>Active participation in topic-related discussions during class;</li> <li>Active participation in the Q&amp;A session.</li> </ul>	20	During class time on Thursdays.
Weekly Quizzes	<ul style="list-style-type: none"> <li>D2L-based quizzes;</li> <li>Timed (30min./quiz);</li> <li>The contents will reflect the discussion topic of the week.</li> </ul>	10	<ul style="list-style-type: none"> <li>Via D2L.</li> <li>Due on Sundays at midnight.</li> </ul>
Final Project	<ul style="list-style-type: none"> <li>Multi-media communication pieces on human anatomy for medical education.               <ul style="list-style-type: none"> <li>Discuss with instructor for details on the format and the topics.</li> </ul> </li> <li>Accompanying evaluation can be in any format.</li> </ul>	70	<ul style="list-style-type: none"> <li>Presentation on Nov. 26<sup>th</sup>, 2020 or Dec. 3<sup>rd</sup>, 2020. (sign up with instructors asap)</li> <li>Evaluation due on the last day of class.</li> </ul>

<b>ASSESSMENT AND EVALUATION INFORMATION</b>
<p><b>ATTENDANCE AND PARTICIPATION EXPECTATIONS:</b> 90% attendance for both lectures and labs is required. Missing classes and labs should be communicated to the instructor ahead of time.</p> <p><b>GUIDELINES FOR SUBMITTING ASSIGNMENTS:</b> Assignments are submitted via D2L. A Dropbox will be generated on D2L for each assignment.</p> <p><b>FINAL EXAMINATIONS:</b> No final examination.</p>

**EXPECTATIONS FOR WRITING:** Your writing should demonstrate depth and sophistication while remaining clear and concise. Use appropriate level of detail to support your position and opinion.

**LATE AND/OR MISSING ASSIGNMENTS:** Due to the liberal policies of the course, with no valid excuse late assignments will not be accepted.

Is a passing grade on a particular component essential to pass the course as a whole? NO

COURSE TIMETABLE			
Course Schedule Date	Topic & Reading	Instructor	Assignments/Due Dates & Times
Sep/10/2020	Couse organization & introduction to anatomical terminology (via Zoom)	LW/JB	Discussion/in class participation
Sep/17/2020	Gastrointestinal anatomy and embryology (via Zoom)	LW	Discussion/in class participation
Sep/18/2020	Lab 1 GI System (in person)	LW	Quiz/Sep.20 <sup>th</sup> 2020
Sep/24/2020	Cardiovascular anatomy and embryology (Zoom)	LW	Discussion/in class participation
Sep/25/2020	Lab 2 CV Systems (in person)	LW	Quiz/Sep.27 2020
Oct/1/2020	Respiratory anatomy and embryology (Zoom)	LW	Discussion/in class participation
Oct/2/2020	Lab 3 Respiratory System (in person)		
Oct/8/2020	Nervous system organization; Brain and Cranial nerves (Zoom)	LW	Discussion/in class participation
Oct/9/2020	Lab 4 Nervous System (in person)	LW	Quiz/Oct. 11 <sup>th</sup> 2020
Oct/15/2020	Anatomy and development of the Head, neck and face (Zoom)	JB	Discussion/in class participation
Oct./16/2020	Lab 5 Head, neck and face (in person)	LW	Quiz/ Oct. 18 <sup>th</sup> 2020
Oct/22/2020	Extremities and innervation (Zoom)	JB	Discussion/in class participation



Oct/23/2020	Lab 6 Extremities (in person)	LW	Quiz/Oct. 15 <sup>th</sup> 2020
Oct/29/2020	Renal and endocrine anatomy (Zoom)	LW	Discussion/in class participation
Oct/30/2020	Lab 7 Renal and endocrine Systems (in person)	LW	Quiz/Nov.1 <sup>st</sup> 2020
Nov/5/2020	Reproductive system and pelvic floor (Zoom)	LW	Discussion/in class participation
Nov/6/2020	Lab 8 Reproductive system (in person)	LW	Quiz/Nov. 8 <sup>th</sup> 2020
Nov/19/2020	Independent project planning	LW/JB	N/A
Nov/20/2020	Make up lab 1 (in person)	LW	N/A
Nov/26/2020	Student presentations	LW/JB	Presentations
Nov/27/2020	Make up lab 2 (in person)	LW	N/A
Dec/3/2020	Student presentations	LW/JB	Presentations
Dec/4/2020	Make up lab 3 (in person)	LW	N/A

### Guidelines for Zoom Sessions

Zoom is a video conferencing program that will allow us to meet at specific times for a ‘live’ video conference, so that we can have the opportunity to meet each other virtually and discuss relevant course topics as a learning community.

To help ensure Zoom sessions are private, do not share the Zoom link or password with others, or on any social media platforms. Zoom links and passwords are only intended for students registered in the course. Zoom recordings and materials presented in Zoom, including any teaching materials, must not be shared, distributed or published without the instructor’s permission.

The use of video conferencing programs relies on participants to act ethically, honestly and with integrity; and in accordance with the principles of fairness, good faith, and respect (as the Code of Conduct). When entering Zoom or other video conferencing sessions, you play a role in helping create an effective, safe and respectful learning environment. Please be mindful of how your behaviour in these sessions may affect others. Participants are required to use names officially associated with their UCID (legal or preferred names listed in the Student Centre) when engaging in these activities. Instructors/moderators can remove those whose names do not appear on class rosters. Non-compliance may be investigated under relevant University of Calgary conduct policies. If participants have difficulties complying with this requirement, they should email the instructor of the class explaining why, so the instructor may consider whether to grant an exception, and on what terms. For more information on how to get the most out of your zoom sessions visit: <https://elearn.ucalgary.ca/guidelines-for-zoom/>.



If you are unable to attend a Zoom session, please contact your instructor to arrange an alternative activity (where available). Please be prepared, as best as you are able, to join class in a quiet space that will allow you to be fully present and engaged in Zoom sessions. Students will be advised by their instructor when they are expected to turn on their webcam (such as for group work, presentations, etc).

The instructor may record online Zoom class sessions for the purposes of supporting student learning in this class – such as making the recording available for review of the session or for students who miss a session. Students will be advised before the instructor initiates a recording of a Zoom session. These recordings will be used to support student learning only.

### **Conduct During Lectures**

The classroom should be respected as a safe place to share ideas without judgement - a community in which we can all learn from one another. Students are expected to frame their comments and questions to lecturers in respectful and appropriate language, always maintaining sensitivity towards the topic. Students, employees, and academic staff are also expected to demonstrate behaviour in class that promotes and maintains a positive and productive learning environment.

As members of the University community, students, employees and academic staff are expected to demonstrate conduct that is consistent with the University of Calgary Calendar, the Code of Conduct and Non-Academic Misconduct policy and procedures, which can be found at <https://www.ucalgary.ca/policies/forms/title>.

### **INTERNET AND ELECTRONIC COMMUNICATION DEVICE INFORMATION**

Cell phones must be turned off in class unless otherwise arranged with the instructor.

The use of laptop and mobile devices is acceptable when used in a manner appropriate to the course and classroom activities. Students are to refrain from accessing websites that may be distracting for fellow learners (e.g. personal emails, Facebook, YouTube). Students are responsible for being aware of the University's Internet and email use policy, which can be found at <https://www.ucalgary.ca/policies/files/policies/electronic-communicationspolicy.pdf>.

### **MEDIA AND RECORDING IN LEARNING ENVIRONMENTS**

#### **Media recording for lesson capture**

The instructor may use media recordings to capture the delivery of a lecture. These recordings are intended to be used for lecture capture only and will not be used for any other purpose. Although the recording device will be fixed on the Instructor, in the event that incidental student participation is recorded, the instructor will



ensure that any identifiable content (video or audio) is masked, or will seek consent to include the identifiable student content to making the content available on University approved platforms.

#### **Media recording for assessment of student learning**

The instructor may use media recordings as part of the assessment of students. This may include but is not limited to classroom discussions, presentations, clinical practice, or skills testing that occur during the course. These recordings will be used for student assessment purposes only and will not be shared or used for any other purpose.

#### **Media recording for self-assessment of teaching practices**

The instructor may use media recordings as a tool for self-assessment of their teaching practices. Although the recording device will be fixed on the instructor, it is possible that student participation in the course may be inadvertently captured. These recordings will be used for instructor self-assessment only and will not be used for any other purpose.

#### **Student Recording of Lectures**

Audio or video recording of lectures is prohibited except where explicit permission has been received from the instructor.

### **UNIVERSITY OF CALGARY POLICIES AND SUPPORTS**

#### **ACADEMIC ACCOMMODATIONS**

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit [www.ucalgary.ca/access/](http://www.ucalgary.ca/access/). Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>

#### **IMPORTANT INFORMATION**

Any research in which students are invited to participate will be explained in class and approved by the appropriate University Research Ethics Board

#### **INSTRUCTOR INTELLECTUAL PROPERTY**

Course materials created by professor(s) (including course outlines, presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the professor(s). These materials may NOT be reproduced, redistributed or copied without the explicit consent of the professor. The posting of course materials to third party websites such as note-sharing sites without permission is prohibited. Sharing of extracts of these course materials with other students enrolled in the course at the same time may be allowed under fair dealing

#### **COPYRIGHT LEGISLATION**



All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright ([www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf](http://www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf)) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy

### **ACADEMIC INTEGRITY**

The Cumming School of Medicine expects intellectual honesty from its students. Course participants should be aware of University policies relating to Principles of Conduct, Plagiarism and Academic Integrity. These are found in the printed Faculty of Graduate Studies Calendar, or online under Academic Regulations in the Faculty of Graduate Studies Calendar, available at [Faculty of Graduate Studies Academic Regulations](#)

### **ACADEMIC MISCONDUCT**

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

### **EMERGENCY EVACUATION AND ASSEMBLY POINTS**

Assembly points for emergencies have been identified across campus. The primary assembly points for South Campus (Health Science Centre (HSC); Health & Research Innovation Centre (HRIC); Heritage Medical Research Building (HMRB) and Teaching, Research and Wellness (TRW)) are:

- HSC and HMRB: HRIC Atrium (alternate assembly point is Parking Lot 6)
- HRIC: HMRB Atrium (alternate assembly point is Parking Lot 6)
- TRW: McCaig Tower (alternate assembly point is HMRB – Atrium)

### **APPEALS**

If there is a concern with the course, academic matter or a grade, first communicate with the instructor. If these concerns cannot be resolved, students can proceed with an academic appeal, as per Section N of the Faculty of Graduate Studies Calendar. Students must follow the official process and should contact the Student Ombuds Office (<http://www.ucalgary.ca/provost/students/ombuds>) for assistance with this and with any other academic concerns, including academic and non-academic misconduct

### **THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY (FOIP) ACT**

This course is conducted in accordance with the Freedom of Information and Protection of Privacy Act (FOIP) and students should identify themselves on written assignments (exams and term work.) by their name and ID number on the front page and ID on each subsequent page. Assignments given by you to your course instructor will remain confidential unless otherwise stated before submission. The assignment cannot be returned to anyone else without your expressed permission to the instructor. Grades will be made available on an individual basis and students will not have access to other students' grades without expressed consent. Similarly, any information about yourself that you share with your course instructor will not be given to anyone else without your permission

### **WELLNESS AND MENTAL HEALTH RESOURCES**

The University of Calgary recognizes the pivotal role that student mental health plays in physical health, social connectedness and academic success, and aspires to create a caring and supportive campus community where





individuals can freely talk about mental health and receive supports when needed. We encourage you to explore the excellent mental health resources available throughout the university community, such as counselling, self-help resources, peer support or skills-building available through the SU Wellness Centre (Room 370, MacEwan Student Centre), <https://www.ucalgary.ca/wellnesscentre/services/mental-health-services> and the Campus Mental Health Strategy website <https://www.ucalgary.ca/mentalhealth/>

### **SUPPORTS FOR STUDENT LEARNING, SUCCESS, AND SAFETY**

**Student Ombudsman:** The Student Ombuds' Office supports and provides a safe, neutral space for students. For more information, please visit [www.ucalgary.ca/ombuds/](http://www.ucalgary.ca/ombuds/) or email [ombuds@ucalgary.ca](mailto:ombuds@ucalgary.ca)

**Student Union:** The SU Vice-President Academic can be reached at (403) 220-3911 or [suvpaca@ucalgary.ca](mailto:suvpaca@ucalgary.ca); Information about the SU, including elected Faculty Representatives can be found here: <https://www.su.ucalgary.ca>

**Graduate Student's Association:** The GSA Vice-President Academic can be reached at (403) 220- 5997 or [gsa.vpa@ucalgary.ca](mailto:gsa.vpa@ucalgary.ca); Information about the GSA can be found here: <https://gsa.ucalgary.ca>

### **SAFEWALK**

Campus security will escort individuals, day or night, anywhere on campus (including McMahon Stadium, Health Sciences Centre, Student Family Housing, the Alberta Children's Hospital and the University LRT station). Call 403-220-5333 or visit <http://www.ucalgary.ca/security/safewalk>. Use any campus phone, emergency phone or the yellow phone located at most parking lot pay booths. Please ensure your personal safety by taking advantage of this service.