Moberly Area Community College
Common Syllabus

VTT102 Small Animal Veterinary Nursing I

Current Term

Instructor:
Office number:
Office hours:
Response time: I typically respond to student emails within 24 hours, Monday through Friday.
Contact information:
Classroom number:
Class days and time:

Catalog Description: VTT102 Small Animal Veterinary Nursing I (2-2-3)

Text(s):
McCurnin's Clinical Textbook for Veterinary Technicians, 10th Ed.- Bassert
Workbook for McCurnin's clinical Textbook for Veterinary Technicians, 10th Ed.
Common Diseases of Companion Animals - Summers

Other Required Materials:
Access to computer and reliable internet connection.

Course Delivery:
This course will be hybrid, with 2 lectures per week delivered online via Canvas, and 1 in-person lab per week.

Purpose of Course:
Course contents provides students with an introduction to general practice of Veterinary Nursing care, principals, and applications using on-line training supplemented with videos, simulated and live animal models in weekly laboratory settings.
Course Objectives:
Upon successful completion of the course, students will be able to:
- Demonstrate proficiency of animal behavior, care, and handling to minimize fear and stress of the patient and to ensure safety of the veterinary medical team. Including the ability to utilize devices and equipment to restrain small animals (dogs, cats) for treatment per patient safety protocols.
- Develop effective interpersonal relationships with clients, patients, and members of the veterinary medical team.
- Develop skills necessary for obtaining patient information (eg. Signalment, medical history, primary complaint)
- Demonstrate competence in performing procedures related to veterinary preventative care, and utilize knowledge to educate clients and the public about animal care relating to behavior, preventative care and reproduction to promote and maintain the health of animals and the safety of clients/public.

Course Content:
- Small Animal Behavior
- Restraint and Handling of Animals
- History and Physical Examination
- Preventative Health Programs
- Reproduction
- Neonatal Care
- Diagnostic Sampling and Therapeutic Techniques
- Dermatology
- Grooming

Assessment of Student Learning:

Grade Scale:

- A = 90-100%
- B = 80-89.9%
- C = 70-79.9%
- D = 60-69.9%
- F = 59.9 and below

Course Assignments:
Weekly discussion posts at 10 points each: 150 points (20% of final grade)
Weekly homework/quizzes at 10 points each: 150 points (20% of final grade)
3 exams at 100 points each: 300 points (40% of final grade)
Lab assessments (including completions of Essential Skills required by the AVMA) at 10 points each: 150 points
TOTAL possible points for semester= 750 points
Learning outcomes will be measured through:
- Unit Exams
- Homework assignments and quizzes
- Lab Assessments
- Discussions

The final grade for this course will be determined by the following:
- Unit Exams (3 exams x 100 points=300 points) 40%
- Weekly Homework/Quizzes (10 points = 150 points) 20%
- Lab Assessments (10 points per lab) 20%
- Weekly Discussions (10 points = 150 points) 20%

Total points: 750

Expected Study Time Commitments:
Students should expect to spend approximately 2 to 4 hours per week studying, reading, and working on assignments for this class.

Connection with Career and Technical Education (CTE) Outcome Statement:
- Demonstrate effective written and oral communication skills.
- Apply principles of professionalism and safety standards when entering the workforce.
- Demonstrate skill mastery and will pursue lifelong learning in their field while adapting to changing industry standards and following evidence-based practices.

INSTRUCTOR POLICIES

Instructor Email Policy:
Emails will be checked daily and responses to emails sent 8AM-4PM (Central time) Monday - Fridays within 24 hours with some delay possible during holidays and weekends. Emails received on the weekends or holidays may not be responded to until Monday.

Tardiness:
You may be removed from the program if you have 8 tardies per semester. A tardy is counted as a half day absence.

Make-up and late work:
Not available.

Extra-credit work:
Not available

Schedule of Student Assignments/Activities: A course schedule will be provided. This is a tentative schedule and is subject to change. Proper notice of schedule changes will be provided. Accompanying workbook will be assigned as homework with the corresponding chapter and will be announced in class and Canvas when applicable.
Where to Get Technology Help:
Need help with any of the technology in this class? Please contact Instructional Technology at InstructionalTechnology@macc.edu or 660-263-4100 extension 11525, Monday – Friday 8am – 5pm. Do not wait to reach out for help as it may affect your success in this course. If you experience technical difficulty after hours, please click the Help icon in the left gray menu to contact Canvas support and follow up with Instructional Technology as needed.

COLLEGE POLICIES

Attendance Policy:
The veterinary technology program follows a different attendance policy than other MACC classes. Attendance and being in class on time is vital to your success in the program and in the veterinary technician profession. If you are going to be absent, please notify your instructors in advance to make arrangements.

You may be removed from the program if you are absent for more than 4 days per semester or have 8 tardies per semester. A tardy is counted as a half day absence.

Student attendance must be defined in a different manner for online, hybrid, and virtual courses. Student attendance in these courses is defined as active participation in the course. Online, hybrid, and virtual courses will, at a minimum, have weekly mechanisms for student participation, such as any or all of the following methods:

a. Completion of quizzes or exams
b. Submission of assignments
c. Participation in threaded discussions
d. Communication with the instructor

A student who does not participate in an online, hybrid, or virtual course for two consecutive weeks will be dropped by the instructor unless acceptable justification is supplied. As with ground courses, a student’s attendance rate in online courses will also be calculated based upon the first day of the semester. If a student does not demonstrate active participation in the online course within the first two weeks (or the equivalent proportion of class time during a short session), the student will be dropped as “never attended.” Simply logging into an online class does not constitute active participation.

Students should be aware that their dropping a course and their last date of attendance in the course may impact their financial aid.

Definition of Course Attendance

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<tr>
<th>In Seat Course</th>
<th>Physically attending scheduled, face-to-face, class meetings</th>
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<tr>
<th>Course Type</th>
<th>Description</th>
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<tbody>
<tr>
<td>Virtual Course</td>
<td>Being present, via appropriate platform, for scheduled class meetings/activities</td>
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| Hybrid Course      | Physically attending scheduled, face-to-face, class meetings and active participation in the online portion of the course which may include any or all of the following:  
  • Completion of quizzes or exams during class meetings and online  
  • Submission of assignments during class meetings and online  
  • Participation in discussions during class meetings and online |
| Online Course      | Active participation in an online course includes the following:  
  • Completion of quizzes or exams  
  • Submission of assignments  
  • Participation in threaded discussions |

Simply logging into the Learning Management System (Canvas) and/or accessing the course and course related material does not constitute active participation for the online component of hybrid courses or for online courses. (Policy Handbook, G.040)

**Academic Dishonesty:**
MACC board policy is as follows: “Academic dishonesty by students damages institutional credibility and unfairly jeopardizes honest students; therefore, it will not be tolerated in any form.” Forms of academic dishonesty include but are not limited to the following: violations of copyright law, plagiarism, fabrication, cheating, collusion, and other academic misconduct. Incidents of dishonesty regarding assignments, examinations, classroom/laboratory activities, and/or the submission of misleading or false information to the College will be treated seriously. The procedure for handling academic dishonesty is outlined in the Student Handbook (Policy Handbook G.020). In cases of alleged academic dishonesty, the burden of proof is on the student, not on the instructor.

**Recording Class Sessions Using Zoom:**
The privacy of students is a priority in live or virtual meetings. Recordings of lectures or class meetings that share student information constitute an educational record and are protected under FERPA. Instructors may share recordings within the course section where they were originally recorded and only with the students enrolled in the section. Documented consent from each student identified in the recording is required to distribute outside of the course where it was originally recorded, or student identity must be redacted.

**Student Email:**
MACC Mail is the official student email system at MACC. Official college communication is sent via this email system. Students are responsible for checking their MACC Mail account regularly. Students may also receive notifications and reminders from MACC through the online learning
platform. However, students should remain aware that the online learning platform messaging system and MACC Mail (student email) system are two separate systems.

**ADA Statement:**
Students who have disabilities that qualify under the Americans with Disabilities Act may register for assistance through the Office of Access and ADA Services. Students are invited to contact the Access Office to confidentially discuss disability information, academic accommodations, appropriate documentation and procedures. For more information, please call either the Moberly office at (660) 263-4100 Ext. 11240 or the Columbia office at (573) 234-1067 Ext. 12120, or visit our web page at [http://www.macc.edu/index.php/services/access-office](http://www.macc.edu/index.php/services/access-office).

**Title IX Statement:**
MACC maintains a strict policy prohibiting sexual misconduct in any form, including sexual harassment, sexual discrimination, and sexual violence. All MACC employees, including faculty members, are considered mandated reporters of sexual misconduct and as such are expected to contact the Title IX Coordinator when they become aware, in conversation or in writing, of an incident of sexual misconduct. For more information on this policy or to learn about support resources, please see [http://www.macc.edu/sexual-misconduct-policy](http://www.macc.edu/sexual-misconduct-policy) or contact Ms. Cheryl Lybarger, MACC's Title IX Coordinator, at 660-263-4110, ext. 11369 or CherylLybarger@macc.edu.