Moberly Area Community College
Common Syllabus

VTT111 Clinical Pathology I
Current Term

Instructor: [Instructor Name]
Office number: [Office Number]
Office hours: [Office Hours]
Response time: I typically respond to student emails within 24 hours, Monday through Friday.
Contact information:
Classroom number: [Classroom Number]
Class days and time: [Class Days and Time]

Catalog Description: Clinical Pathology I 1-2-2
Selection and maintenance of laboratory equipment. Sample handling and preparation. Routine laboratory tests including CBCs, blood chemistries, urinalysis and fecal examinations. Necropsy techniques.

Prerequisite/Co-requisite:

Text(s):
Laboratory Procedures for Veterinary Technicians 7th Edition by Margi Sirois Published by Elsevier

Laboratory Manual Laboratory Procedures for Veterinary Technicians 7th Edition By Margi Sirois Published by Elsevier


Other Required Materials:
Access to computer and reliable internet connection.
Course Delivery:
This course will be hybrid, with 1 lecture per week delivered online via Canvas, and 1 in-person lab per week.

Purpose of Course:
Course contents provides students with principles and procedures for laboratory diagnostics in clinical chemistry, hematology, hemostasis, and urinalysis in dogs and cats using on-line training supplemented with videos, and simulated and live animal models in weekly laboratory settings.

Course Objectives:
Upon successful completion of the course, students will be able to:
- Demonstrate proficiency in theory and performance in hematologic, urinalysis, and clinical chemistry
- Develop effective interpersonal relationships with clients, patients, and members of the veterinary medical team
- Develop skills necessary for obtaining patient information and relating to laboratory results
- Demonstrate competence in performing procedures related to preparation of blood smears, cell identification, urinalysis and urine sediment valuation

Course Content:
- The Veterinary Practice Laboratory
- Hematology
- Hemostasis
- Urinalysis
- Clinical Chemistry

Connection with Career and Technical Education (CTE) Outcome Statement:
In compliance with MACC’s CTE outcomes, the student who successfully completes this course will be able to:
- Students will demonstrate effective written and oral communication skills
- Students will demonstrate an understanding of discipline-related math and scientific principles.
- Students will think critically while systematically assessing problems, identifying issues and implementing solutions.
- Students will apply principles of professionalism and safety standards when entering the workforce.
- Students will demonstrate skill mastery and will pursue lifelong learning in their field while adapting to changing industry standards and following evidence-based practices.

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

Assessment:
(State the way learning outcomes will be measured. They may be measured through, but not limited to the following: objective and essay questions, papers, quizzes, oral presentations, class participation, small group work, and/or projects)

Description of Assignment(s)/Project(s):
- Weekly discussion posts at 10 points each: 150 points (18.25% of final grade)
- Weekly homework/quizzes at 10 points each: 150 points (18.25% of final grade)
- 4 Exams for a total: 380 points (45.25% of final grade)
- Lab assessments (including completions of Essential Skills required by the AVMA) at 10-15 points* each: Minimum 150 points (18.25% of final Grade)

Expected Minimum TOTAL possible points for semester = 830 points

*Take note that laboratory periods that provides an Essential Skill will include an extra 5 points for that laboratory as noted in the rubric. These 5 points are given when the Essential Skill(s) has been logged within 48 hrs after completion of the skill(s) performed. Other laboratories will be worth 10 points based on the other criteria within the Rubric.

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 (380 points) 45.25%
- Weekly Homework/Quizzes (10 points = 150 points) 18.25%
- Lab Assessments (10 points per lab = 150 points) 18.25%
- Weekly Discussions (10 points = 150 points) 18.25%

Total points expected (maximum): 830
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 per registered credit hour. This 2-credit hour class has the expectation that the student will invest 4-8 hours weekly.

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:
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.

Any student who misses two consecutive weeks of class during a regular sixteen-week will be dropped from the class by the instructor unless acceptable justification is supplied. A student’s attendance rate will be calculated based upon the first day of the semester (not the student’s date of enrollment in the course).
Student attendance in this hybrid course is defined as active participation in the course weekly mechanisms for student participation as follows:

a. Completion of quizzes or exams
b. Submission of assignments
c. Participation in threaded discussions
d. Participation in weekly in-class laboratory

A student who does not participate in the hybrid 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.

**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 x 11240 or the Columbia office at (573) 234-1067 x 12120, or visit our web page at [https://www.macc.edu/index.php/services/access-office](https://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 Cheryl Lybarger, MACC’s Title IX Coordinator, at 660-263-4100, ext. 11369 or [cheryll@macc.edu](mailto:cheryll@macc.edu).