



ANSC 263, Exotic and Laboratory Animal Procedures

3 Credits: (CRN 61311)

Asynchronous

INSTRUCTOR: Stacie Kissel CVT RVT
OFFICE: Hale Imiloa 116
OFFICE HOURS: By appointment
VIRTUAL OFFICE: Zoom meetings by appointment
TELEPHONE: (808) 236-9165 **EMAIL:** kupahu@hawaii.edu
EFFECTIVE DATE: **Spring, 2022**

SYLLABUS CHANGE POLICY:

Information contained in the course syllabus may be subject to change with reasonable advance notice, as deemed appropriate by the instructor. Updates to the syllabus will be communicated via a Lulima/Canvas class announcement and/or during a Zoom class meeting.

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai'i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide the Ko'olau region of O'ahu and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

Catalog Description

Lecture to accompany ANSC 263L. Introduction to the husbandry, care and use of exotics and laboratory animals. Includes discussion in common diseases, biosecurity, and public health as they apply to a wide variety of species, including those found in Hawaii and beyond. This course is intended for students entering lab animal medicine,

veterinary technology, veterinary assisting or other animal-related fields. (3 hours of lecture)

Pre-Requisites: Admission in the Veterinary Technology Program and a grade of "C" or better in all completed ANSC courses.

Co-Requisite(s): Concurrent enrollment in ANSC 263L.

Activities Required at Scheduled Times Other than Class Times

Students enrolled in ANSC 263 are required to be enrolled in ANSC 263L and attend scheduled labs on and off campus.

Student Learning Outcomes

Upon successful completion of ANSC 263, the student should be able to:

- Comply with national and institutional regulations regarding the housing, care, and use of laboratory animals
- Recognize of exotic and lab animal species and describe the signs and treatments for common diseases of lab animals
- Describe common zoonotic diseases of exotics and lab animals as they apply to animal health and public safety

Course Format

This course will be conducted in an Online Asynchronous format. We will meet weekly to discuss the topics listed in the course schedule near the end of this syllabus. ANSC 263 is paired with a laboratory class where you will apply the knowledge learned in this course.

Assessment Tasks and Grading

Attendance:

Class Discussion and Assigned Reading: (25 points):

Attendance is **mandatory** and defined as being present in class (Zoom meeting) or lab for the entire class period. Each student is allowed one absence without penalty. Each unexcused absence beyond the one allowed, will result in a deduction of 10 points from the student's attendance score. If a student has an excused absence, a doctor's note or documentation must be given to the instructor within 48 hours of returning to school.

Additionally, attendance for class guest lectures is imperative. Missing a guest lecture will result in an automatic deduction of 25 points.

~~COVID-19~~ If you are feeling sick..... Make an appointment to see a physician14-day quarantine

For more information on the Veterinary Technology Program attendance policy, please refer to the Student Handbook.

Grading:

Chapter Review Questions: (175 points) Students will complete 13 assignments worth 10 to 15 points each. **NO late submissions will be accepted.**

Project: (50 points) Each student will complete a project worth 50 points.

Quizzes: (130 points) Quizzes will be held at the beginning of class. Students should expect a quiz every week and are expected to keep up with the material and be prepared during class discussions. Each quiz is worth 10 points.

Exam Reviews: (60 points) Students are expected to complete reviews prior to each exam. Each student will write **20 questions** with the **CORRECT answers** from the chapters for the upcoming exam. Attach questions into Canvas folder labelled **Exam Review**, the class before the review. Each review is worth 20 points each.

Exams: (200 points) The student will take Exam 1 and 2 worth 50 points (non-cumulative) to demonstrate knowledge and understanding of information presented in the lectures, text readings, and assignments. Final Exam will be worth 100 points and will be cumulative.

Extra credit: Extra credit opportunity involves participation in the Course Evaluation (5 points).

METHOD OF GRADING

The assignment of points will be according to the following:

Class Discussion and Assigned Reading - 25 points

Chapter Review Questions - 175 points

Project – 50 points

Quizzes - 130 points

Exam Review - 60 points

Exams - 200 points

TOTAL 640 points

(Extra credit available to earn = 5 minimum)

GRADING SCALE

Total Points and Grade Equivalent

576-640	90-100 A
512-575	80-89 B
448-511	70-79 C
384-447	60-69 D
<383	0-59 F

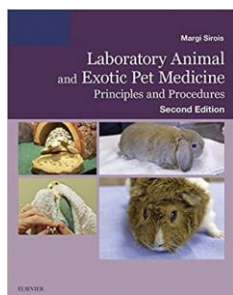
Grades may be curved at the instructor's discretion; however, the student should use the above grading scale to evaluate their performance throughout the class.

Please note that "N" grades are not given for this course

Grades may be curved at the instructor's discretion; however, the student should use the above grading scale to evaluate their performance throughout the class. If you miss an examination because of an illness or legitimate emergency, you must contact the instructor **within 48 hours** to arrange a time to take a make-up exam. The instructor **will** request that the student present evidence of the illness or emergency that caused the student to miss the exam. While make-up exams will cover the same content area as a missed exam, the exam format and specific questions may be different. **No retests will be given for any reason.**

Learning Resources

Required Textbooks (either hard copy or digital version):



Sirois, M. 2016. Laboratory Animal Medicine: Principles and Procedures. Second Edition. Mosby Press. ISBN: 978-0-323-17299-8

Learning Resources:

[Quizlet](#)

[Quizizz](#)

[Kahoot](#)

Other resources:

Due to the online nature of this course, it is necessary to have access to high-speed internet and computer software e.g. microsoft, adobe, Laulima/Canvas to support your participation in the class. Here are the links to several commonly used sites or applications' accessibility information:

[Microsoft](#), [Adobe](#)

Laulima: Your instructor has created a Laulima website to accompany this course. This website contains lecture outlines, copies of course forms and syllabi, and links to on-line learning resources. Students enrolled in ANSC 263 are automatically enrolled in the ANSC 263 Laulima website. To access, go to <https://laulima.hawaii.edu/portal>. Login using your UH username and password and click on ANSC 263.

Canvas: Your instructor has created a Canvas website to accompany this course. This website contains lecture outlines, copies of course forms and syllabi, and links to on-line learning resources. Students enrolled in ANSC 263 are enrolled in the ANSC 263 Canvas website per the instructor. To access, go to <https://windwardcc.instructure.com>. You will need to create an account using your UH email address and password. Once the account is created, you will be able to login and click on ANSC 263.

Additional Information

Asynchronous Classes:

What to expect:

Students are expected to complete all tasks, assignment, and quizzes weekly:

- Review answers from the previous quiz/quizzes
- Discuss topics from the chapter or video via discussion board or online support system
- Facilitate student questions pertaining to the weekly topic
- Guide students as they learn about all the different exotic animals

Contact your instructor with any specific questions or if you need extra support, using Campuswire or Zoom.

Zoom Classroom Etiquette:

This is a virtual classroom, so appropriate classroom behavior is expected

- Take care of your personal needs (basic hygiene, eating, talking to others in your home, etc.) prior to entering the classroom
- Maintain respectful, appropriate language
- Be professional:
 - Be on time
 - Dress appropriately
 - Sit tall and face the camera

Participating in our Learning Community: Class Communication

A discussions forum will be established for this course in [Campuswire](#). This is where general questions regarding the weekly topic or the course will be asked and answered. During the weekly online Zoom meeting, there will be class discussions and questions on the subject matter will be answered during this time.

Class Feed:

- General feed is where announcements, reminders, surveys will be posted by the instructor.
- FAQ feed will be used by all students in the course if they are stuck, unsure, or need some guidance. Students are able to answer other student questions, and the instructor will chime in as needed. You are able to ask and answer questions anonymously.
- funny_memes_random is a place where students and the instructor can share humor or clever tips along the way. This is a place of fun, but please keep it clean (no cursing, no nudity...basically, if you wouldn't show it to MY mom, don't post it here.)

Chatrooms will be used for very specific topics related to the course and will be worth points. The instructor will post guiding questions for students to answer. Do not use the anonymous feature if you want the points.

Netiquette: (Network etiquette - appropriate behavior online) - [UH Netiquette and Safety](#)

- Do not use CAPS lock - it indicates anger, yelling, or an aggressive tone
- Use correct spelling, capitalization, and punctuation in all correspondence
- Use standard English, not "texting" language
- Be respectful to each other, choose your words wisely, and do not reply while upset or angry. When communicating online, it is difficult to convey tone and words can be misunderstood. Take time to be calm, proofread, and consider how someone else might interpret what you are typing.
- Express differences in opinion in a polite and rational manner.
- Maintain an environment of constructive criticism when commenting on the work of other students.

- Avoid bringing up irrelevant topics when involved in group discussions or other collaborative activities.
- If you ever receive an email or a response in discussions that is not appropriate, please contact the instructor privately and immediately. The vet tech program has no tolerance for anything that appears to be harassing, impolite or insulting. Situations like this may be referred to the program director, Dean, or Vice Chancellor of Student Affairs and corrective action will be taken.

Contacting the Instructor

If it is anything course/content related, please post to Campuswire, so all of your classmates can benefit. If it is grade related, private, or very specific to your situation, please email me at: kupahu@hawaii.edu

Timeline: whether over Campuswire or email - I will answer within 24 hrs Mon-Fri. If you contact me over the weekend, you can expect a response sometime on Monday.

If it is extremely urgent, my cell number is (808) 783-0607.

Alternative Contact

If you are unable to reach me, you can contact:

Dr. Kelly: jennyrk@hawaii.edu

Sam Geiling: scraddoc@hawaii.edu

Kacie Yamamoto: kaciesy@hawaii.edu

Athena Bayudan: akdb@hawaii.edu

Sydney Dickerson: ssfd@hawaii.edu

Proctored Exams

Exams will be proctored by instructor or by appointment with the WCC Testing Center

Disabilities Accommodations

If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Accessibility Counselor to discuss reasonable accommodations that will help you succeed in this class. Roy Inouye can be reached at (808) 235-7448, royinouy@hawaii.edu, or you may stop by Hale Kāko'o 106 for more information.

Sex Discrimination and Gender-Based Violence Resources (Title IX)

Windward Community College is committed to providing a learning, working, and living environment that promotes personal integrity, civility, and mutual respect and is free of all forms of sex discrimination and gender-based violence, including sexual assault,

sexual harassment, gender-based harassment, domestic violence, dating violence, and stalking.

If you or someone you know is experiencing any of these, WCC has staff and resources to support and assist you. To report an incident of sex discrimination or gender-based violence, as well as receive information and support, please contact one of the following:

Jojo Miller, Confidential Advocate
Phone: (808) 348-0663
Email: advocate@hawaii.edu
Office: Hale Kāko'o 110

Desrae Kahale, Mental Health Counselor & Confidential Resource
Phone: (808) 235-7393
Email: dkahale3@hawaii.edu
Office: Hale Kāko'o 101

Karla K. Silva-Park, Title IX Coordinator
Phone: (808) 235-7468
Email: karlas@hawaii.edu
Office: Hale 'Ākoakoa 220

As a member of the University faculty, I am required to immediately report any incident of sex discrimination or gender-based violence to the campus Title IX Coordinator. Although the Title IX Coordinator and I cannot guarantee confidentiality, you will still have options about how your case will be handled. My goal is to make sure you are aware of the range of options available to you and have access to the resources and support you need.

For more information regarding sex discrimination and gender-based violence, the University's Title IX resources and the University's Policy, Interim EP 1.204, go to manoa.hawaii.edu/titleix/

Academic Integrity

Policy on Late Assignments:

Late submissions are not accepted. If an assignment was missed due to an unforeseen emergency, communication must be established with your instructor within 48 hours and documentation must be provided. Unless previously consulted with by your instructor, uploaded files with edits made after the due date will not be accepted.

Wrong file submission policy: It is the student's responsibility to ensure that the correct file was uploaded. Submissions of wrong files will be categorized as a late assignment.

Corrupted file submission policy: It is the student's responsibility to ensure that a working file was uploaded. Submissions of corrupted files will be categorized as a late assignment

Policy on Make-Up Exams:

If you miss an examination because of an illness or legitimate emergency, you must contact the instructor **within 48 hours** to arrange a time to make-up the missed test. The student must present evidence of the illness or emergency that caused the student to miss the test. If the student misses an exam for any other reason, the student may be prohibited from taking a make-up. Make-up exams may differ from the original test with regards to questions but content will remain the same.

No retests will be given for any reason.

Academic Dishonesty

Students involved in academic dishonesty will receive an "F" grade for the course.

Academic dishonesty includes cheating on exams and plagiarism.

Work submitted by a student must be the student's own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments and for cheating on an exam.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs. See the 2021-2022 course catalog for a description of the University's policies concerning academic dishonesty.

Alternate Contact Information

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- Location: Alaka'i 121
- Phone: (808) 235-7422

Course Schedule

Note: The schedule is subject to change.

Besides the readings in textbooks, other resources may be added for additional information, they will be uploaded to the Canvas site under ANSC 263 Spring 2022 Section (61311).

ANSC 263 Schedule: Subject to Change Spring 2022

Week 1: January 10-15

Topics: Introduction; Introduction to Exotic and Laboratory Animal Medicine

Assignments:

Chapter 1 Review Questions (due January 17)

Chapter 1 Quiz #1 (due January 17)

Week 2: January 16-22

Topics: Exotic and Research Animal Facilities

Assignments:

Chapter 2 Review Questions (due January 24)

Chapter 2 Quiz #2 (due January 24)

Week 3: January 23-29

Topics: The Ferret

Assignments:

Chapter 9 Review Questions (due January 31)

Chapter 9 Quiz #3 (due January 31)

Week 4: January 30-February 5

Topics: Gerbils and Hamsters

Assignments:

Chapter 10 Review Questions (due February 7)

Chapter 10 Quiz #4 (due February 7)

Week 5: February 6-12**Topics:** Other Species**Assignments:**

Chapter 11 Review Questions (due February 14)

Chapter 11 Quiz #5 (due February 14)

Exam #1 Review Questions (due February 9)

Week 6: February 13-19**Topics:** EXAM #1**Assignments:****Week 7: February 20-26****Topics:** Birds**Assignments:**

Chapter 3 Review Questions (due February 28)

Chapter 3 Quiz #6 (due February 28)

Week 8: February 27-March 5**Topics:** Reptiles**Assignments:**

Chapter 4 Review Questions (due March 7)

Chapter 4 Quiz #7 (due March 7)

Week 9: March 6-12**Topics:** The Rabbit**Assignments:**

Chapter 7 Review Questions (due March 21)

Chapter 7 Quiz #8 (due March 21)

Week 10: SPRING BREAK

Week 11: March 20-26**Topics:** Rats and Mice**Assignments:**

Chapter 6 Review Questions (due March 28)

Chapter 6 Quiz #9 (due March 28)

Exam #2 Review Questions (due March 23)

Week 12: March 27-April 2**Topics:** EXAM #2**Assignments:****Week 13: April 3-9****Topics:** The Guinea Pig**Assignments:**

Chapter 8 Review Questions (due April 11)

Chapter 8 Quiz #10 (due April 11)

Week 14: April 10-16**Topics:** Wildlife**Assignments:**

Chapter 13 Review Questions (due April 18)

Chapter 13 Quiz #11 (due April 18)

Week 15: April 17-23**Topics:** Non-Human Primates**Assignments:**

Chapter 12 Review Questions (due April 25)

Chapter 12 Quiz #12 (due April 25)

Week 16: April 24-30**Topics:** Amphibians and Fish**Assignments:**

Chapter 5 Review Questions (due May 2)

Chapter 5 Quiz #13 (due May 2)

Week 17: May 1-7**Topics:** Final Exam Review**Assignments:**

Final Exam Review Questions (due May 4)

Week 18: May 8-12**Topics:** Final Exam**Important Dates:** [Academic Calendar](#)

January 18th - Last day to drop for 100% refund

February 2nd - Last day for 50% refund & Last Day to Withdraw without a "W" Grade

March 28th - Last day to withdraw with a "W" grade

May 4th – Last day of instruction

May 13th – Last day of Fall Semester

Program Information

Program Learning Outcomes

After completing the Veterinary Technology program, students will be able to:

- Effectively communicate with clients and veterinary staff
- Perform routine business transactions and maintain patient and facility records
- Ensure the safety of patients, clients, and staff and maintain compliance with regulatory agencies
- Identify common breeds of companion animals, list their nutritional requirements and husbandry needs, and describe the anatomy and functions of major body systems
- Assist with physical exams and obtain patient histories
- Perform routine nursing procedures including first-aid, wound-management, and administration of medications and vaccines
- Develop a working knowledge of common companion animal diseases and their medical treatments
- Collect biological samples and perform diagnostic laboratory tests
- Assist with surgical procedures and dental cleaning

Student Handbook

Refer to student handbook for more information on Demerit System.

Institutional Information

Student Responsibilities

The student is expected to attend class meetings, participate in all course activities, and complete all examinations and course assignments on time. Please be considerate of the instructor and other students. Any changes in the course schedule, such as examination dates, deadlines, etc., will be announced ahead of time in class or on the Laulima/Canvas website. It is the student's responsibility to be informed of these changes. It is the student's responsibility to be informed about deadlines concerning registration (e.g., last day for withdrawal).