



UNIVERSITY of HAWAII®  
**WINDWARD**  
COMMUNITY COLLEGE

## **ANSC 258: Clinical Laboratory Techniques II Lecture**

**CRN: 61049 in Hale Imiloa 123 (3 credits)**

**INSTRUCTOR:** Mindi Peralta, RVT    **EFFECTIVE DATE:** Fall 2023

**OFFICE:** 122 Hale Imiloa    **PHONE:** 808-236-9120

**EMAIL:** [mindi808@hawaii.edu](mailto:mindi808@hawaii.edu)    **CELL:** 808-343-6048

I welcome you to contact me outside of class and student hours.

### **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**

A **continuation** of ANSC 151 & 151L, this course provides students with additional instruction and hands-on experience with laboratory tests commonly used in veterinary practice.

Topics include:

1. Identification of internal parasites.
2. Performance and evaluation of microbiologic and serologic tests.
3. Collection & evaluation of cytological samples.
4. Veterinary necropsy procedures.

Included in this course is a review of the anatomy and physiology of major body systems and an overview of common diseases seen in veterinary practice. This course is intended for students entering veterinary assisting, veterinary technology, or other animal-related fields.

### **COURSE TASKS**

- 1) Attending lectures on time.
- 2) Complete assigned videos, readings, and weekly course assignments prior to lectures.
- 3) Participate in class activities, discussions, and projects.
- 4) Complete a parasite project, a case study project, and 3 lab manual assignments.
- 5) Complete 10 quizzes, 2 examinations, and 2 exam reviews.

## COURSE CONTENT: CONCEPTS, TOPICS, AVMA KNOWLEDGE-BASED SKILLS

<ul style="list-style-type: none"> <li>The student will describe and integrate concepts or topics presented in lecture, laboratory, required texts, and other instructional materials:</li> </ul>
<ul style="list-style-type: none"> <li>Perform diagnostics procedures for parasites</li> </ul>
<ul style="list-style-type: none"> <li>Perform CBC: hemoglobin.</li> </ul>
<ul style="list-style-type: none"> <li>Calculate hematologic indices.</li> </ul>
<ul style="list-style-type: none"> <li>Understand how to ensure safety of patients, clients, and staff in collection &amp; handling of samples.</li> </ul>
<ul style="list-style-type: none"> <li>Identify common blood parasites.</li> </ul>
<ul style="list-style-type: none"> <li>Perform parasitologic procedures for external parasites and identify:</li> </ul>
<ul style="list-style-type: none"> <li>Mites, Lice, Ticks, Fleas, and Flies.</li> </ul>
<ul style="list-style-type: none"> <li>Identify common parasitic forms:</li> </ul>
<ul style="list-style-type: none"> <li>Nematodes, Trematodes, Cestodes, and Protozoa</li> </ul>
<ul style="list-style-type: none"> <li>Perform coprologic tests</li> </ul>
<ul style="list-style-type: none"> <li>Perform necropsy procedures</li> </ul>

## STUDENT SCHEDULE, COURSE GOALS, & LEARNING OUTCOMES

**SCHEDULE:** Course weekly schedule is on Laulima in 238 Weekly Learning Objectives



This course consists of sixteen modules. Each learning objective will last approximately one week. Additionally, more specific objectives or assignments will be provided during the course for each module.

**GOALS:** Laulima's Weekly Learning Objectives and Assignments - Need to be completed and checked off.

As a result of taking this course, students can expect to attain the following outcomes:

- Distinguish different types of bacteria and the methods used to identify common bacteria in veterinary medicine.
- Identify and describe the life cycle of select internal and external parasites of companion animals, livestock, & exotic species.
- Compare the different aspects of the immune system and discuss immunologic testing commonly performed in veterinary medicine.

## LEARNING RESOURCES

- REQUIRED** - Laboratory Procedures for Veterinary Technicians, Margi Sirois, Elsevier (Newest edition) (**AND** Laboratory Manual for Laboratory Procedures for Veterinary Technicians)
- REQUIRED** - Diagnostic Parasitology for Veterinary Technicians, Hendrix, Robinson, Elsevier
- RECOMMENDED** - Veterinary Clinical Parasitology, Zajac, Conboy, Wiley
- RECOMMENDED** - McCurnin's Clinical Textbook for Vet Technicians, Bassett, Joanna, Elsevier

**TUTORS:**

- Nora Sender:** [WCC Vet Tech Tutor Nora](#)
- Mele Summa:** [WCC Vet Tech Tutor Mele](#)
- General tutoring and assistance** [Ka Piko Tutoring](#) or [TRiO Tutoring](#)

## ASSESSMENT TASKS AND GRADING

- **PARTICIPATION:** (20 points total) - Students are required to participate in lectures and group work and demonstrate active listening skills. A rubric with specific guidelines will be provided.
- **CASE STUDY:** (30 points total) - Students will be required to create a case study and video.
- **CASE STUDY QUIZ:** (20 points total) You will be required to take a quiz on your own case study.
- **PARASITE PROJECT:** (20 points total) - Each student will be assigned four parasites that will be added to a shared Google Slide. The information must be correct.
- **QUIZZES:** (100 points total - 10 points each) - Quizzes will be completed at the beginning of class.
- **EXAM REVIEWS:** (20 points total - 10 points each) - Students are expected to complete two exam reviews, each review with 20 questions and answers prior to each exam.
- **LAB MANUAL ASSIGNMENTS:** (30 points total - 10 points for each topic)
- Students will complete the Lab Manual that accompanies the textbook.
  - **LAB MANUAL:** All entries in your lab manual must be written in your own words to accurately reflect your understanding and observations. Copying verbatim from lab manuals, textbooks, or other sources is not allowed. Summarize and interpret the information in your own words, demonstrating your comprehension of the concepts and processes involved.
  - Plagiarizing content for your lab manual entries will be considered a violation as this inhibits your personal learning and growth.
- **IMMUNOLOGY SECTION** - (due at the first exam)
- **PARASITOLOGY AND MICROBIOLOGY SECTIONS** - (due at Final Exam)
- **EXAMINATIONS:** (200 points total - 100 points each) - Two exams, the final is cumulative.
- **EXTRA CREDIT:** May be given at the instructor's discretion. All students have an equal opportunity to take advantage of this option, but it is not a replacement for missing or incomplete work.

Attendance	10
Participation	20
Lab Manual	30
Case Study & Quiz	50
Parasite Project	20
Quizzes	100
Exam Reviews	20
Exams	200
Total	450

	Letter
90-100%	A
80-89%	B
70-79%	C
60-69%	D
0-59%	F

## PLEASE NOTE THAT "N" GRADES ARE NOT GIVEN FOR THIS COURSE.

Grades may be curved/adjusted 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.

## ATTENDANCE

Both tardiness and early departure from class are considered forms of absenteeism.

- **ATTENDANCE:** (10 points total) Attendance will be taken at the beginning of each class period.
- **UNEXCUSED ABSENCES** - Students are NOT entitled to any unexcused absences and will be docked 10 points for an absence. Any absences must be communicated with your lecturer prior to or on the day of the absence. Absences will not be considered excused without documentation. Arriving 5 minutes late may be considered an absence.
- **ABSENCES** - Students with more than 5 absences, excused or unexcused, may have points deducted or receive an "F" grade in the class.
- **MISSED WORK** - Students absent from class for any reason are still responsible for all work missed. In the event of severe weather or other emergency, students are expected to check in via Lulima and email for instructor updates.
- **ZOOM** - This is an in-person class. Attendance via Zoom is not a legitimate replacement for in-person attendance. Zoom may only be available, per instructor discretion, for excused and documented absences. If approved by the instructor, the student must request Zoom access as soon as possible. Excused absence documentation must be submitted to your instructor within 48 hours.
- Please refer to the attendance policy outlined within the Veterinary Technology Student Handbook for full details.

## ACADEMIC INTEGRITY

- **ACADEMIC DISHONESTY** - Academic integrity is a fundamental principle of this course, and all students are expected to adhere to it at all times. Students will receive an "F" grade for the course. Academic dishonesty includes sharing quiz and exam content, cheating, and plagiarism. For more information on academic dishonesty, please see the Vet Tech Student Handbook.
- **SUSPECTED CHEATING** - Any suspected instances of cheating, academic dishonesty, and plagiarism will be taken seriously. It will be reported to the program director for further investigation and appropriate action.
- **PLAGIARISM** - Includes presenting someone else's work, ideas, or words as one's own.
- **STUDENT WORK** - ALL work submitted by a student must be the student's own work. The work of others should be explicitly marked, such as quotes AND accompanied by proper citations.
- **ChatGPT** - ChatGPT is not a substitute for your own work and is considered plagiarism.
- **LATE ASSIGNMENTS POLICY** - Late submissions are not accepted, and unforeseen emergencies require 48-hour communication with instructors.  
Uploaded files with edits after the due date are not accepted.
- **WRONG FILE SUBMISSION POLICY** - The student is responsible for uploading the correct file, submissions of incorrect files will be considered late assignments.
- **CORRUPTED FILE SUBMISSION POLICY** - Students are responsible for uploading a working file, and submissions of corrupted files will be considered late assignments.

## HOW TO SUCCEED IN THIS CLASS

- **ATTEND ALL CLASSES** - Attend all classes and be punctual to stay on top of the material and avoid missing important information.
- **PARTICIPATE** - Engaging in class discussions and activities can enhance your understanding of the material and enhance your engagement with the course content.
- **STUDY** – Set aside time for independent study and review of ANSC courses at WCC, which typically require three hours of study time per class hour.
- **BE RESPONSIBLE** - Be responsible for allocating time for study and being realistic about personal and professional commitments to ensure effective retention and better exam preparation.
- **ChatGPT** – Utilize ChatGPT honestly, it won't be there when you take course exams and most importantly the VTNE. Benefit from your **OWN** work/learning/research in your educational journey and for knowledge and skills for future careers. This will help you be more valuable than a virtual AI.
- **STAY ORGANIZED** - Keep all of your course materials organized and in one place. This will make it easier for you to study and complete assignments.
- **READ AND TAKE NOTES:** Take detailed and organized notes from your textbook and PowerPoints to help remember important concepts and details later on.
- **SEEK HELP** - Seek help from your instructor during office hours or after class to discuss any questions or concerns about the material, ensuring a better understanding and staying on track.
- **STUDY GROUPS** - Form effective study groups, prepare, and meet on schedule. The campus offers tutoring and academic support services for assistance.
- **STAY MOTIVATED** - Maintaining motivation and focusing on course goals is crucial for success in class.
- **NOTES SECTION** - The PowerPoint notes section features "Knowledge Boosters" with additional resources, requiring students to review and quiz on the information, which will be discussed in class.

## STUDENT RESPONSIBILITIES

- **ANSC COURSES** - These are cumulative and structured in a way that builds upon prior knowledge, with each subsequent class building upon the foundation laid in earlier classes.
- **REMEMBER** - As a student, you are accountable for your learning and success in the course.
- **LEGIBILITY** - Handwritten work must be neat, legible, and correctly spelled for full credit.
- **THE STUDENT** - Is required to watch lecture videos, attend class, participate in all course activities, and complete all course assignments on time.
- **CHANGES** – Changes to the course schedule, including examination dates and deadlines, will be announced in advance on the course website and via UH email.
- **EMAIL** - Students are encouraged to regularly check their UH email address to stay informed about course changes, as it is their responsibility to do so.
- **DEADLINES** - Students are responsible for being informed about deadlines critical to making registration changes, such as the last day for official withdrawal.
- **DISRUPTING CLASS** - Students disrupting class will be asked to leave, marked absent, and have points deducted. Such as: using electronic devices for engaging in other distracting activities.
- **POSITIVE** - Let's all work together to create a positive and productive learning environment.
- **EARBUDS/AIRPODS** - No earbuds or air pods should be worn at any time during class. It will be considered cheating and not participating.

## GOOGLE DRIVE AND LAULIMA

- **ASSIGNMENTS** - Laulima and Google class drive will be used to view and submit assignments.
- **QUIZZES AND EXAMS** – Google Forms and Laulima (may) be used for quizzes, exams, and polls.
- **GRADING** - Laulima will be used for grading and students can track their progress.
- **ANNOUNCEMENTS** – Will be posted in Laulima.
- **ALL STUDENTS** - Are expected to read: [UH Netiquette and Safety](#)

## CONTACTING THE INSTRUCTOR

- **QUESTIONS** - If you have questions or anything course/content related, please post to Laulima Chat, so all of your classmates can benefit. If it is grade related, private, or very specific to your situation, please email Mindi at [mindi808@hawaii.edu](mailto:mindi808@hawaii.edu)
- **TIMELINE** - Whether over Laulima or email - I will answer within 24 hours Mon-Fri. If you contact me over the weekend, you can expect a response sometime on Monday.
- **CHECK-INS** - Students can schedule individual meetings to discuss progress for guidance and success.
- **SIGN-UP** - Provided in Laulima. This shows your willingness to do what it takes to achieve your goals.

## 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.

- **Jodi A.-K. Asato, Counselor, Disability Student Services Office**
- Office: Hale Kako'o 105
- phone: [808-235-7472](tel:808-235-7472)
- email: [wccdsso@hawaii.edu](mailto:wccdsso@hawaii.edu)

## ADDITIONAL INFORMATION

[MYSUCCESS](#) - Students may be referred for extra help or advising through MySuccess.

## 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:

- **Dr. Kelly:** [jennyrk@hawaii.edu](mailto:jennyrk@hawaii.edu)
- **Sydney Dickerson:** [ssfd@hawaii.edu](mailto:ssfd@hawaii.edu)
- **Stacie Kissel:** [kupahu@hawaii.edu](mailto:kupahu@hawaii.edu)

**For any other issues, please contact The Academic Affairs Office:**

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



## 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:

<b>Mykie Ozoa-Aglugub</b> , Title IX Coordinator <ul style="list-style-type: none"> <li>Phone: (808) 235-7468</li> <li>Email: <a href="mailto:mozoa@hawaii.edu">mozoa@hawaii.edu</a></li> <li>Office: Hale Kāko'o 109</li> </ul>	<b>Karen Cho</b> , Deputy Title IX Coordinator <ul style="list-style-type: none"> <li>Phone: 808-235-7404</li> <li>Email: <a href="mailto:kcho@hawaii.edu">kcho@hawaii.edu</a></li> <li>Office: Hale Alaka'i 120B</li> </ul>
<b>Jen Brown</b> , Vice Chancellor for Student Affairs <ul style="list-style-type: none"> <li>Phone: (808) 235-7370</li> <li>Email: <a href="mailto:jb26@hawaii.edu">jb26@hawaii.edu</a></li> </ul>	<b>Leslie Cabingabang</b> , UH Confidential Advocacy <ul style="list-style-type: none"> <li>Phone: 808-348-0432</li> <li>Email: <a href="mailto:leslie.cabingabang@hawaii.edu">leslie.cabingabang@hawaii.edu</a></li> </ul>
<b>Desrae Kahale</b> , Mental Health Counselor & Confidential Resource <ul style="list-style-type: none"> <li>Phone: (808) 235-7393</li> <li>Email: <a href="mailto:dkahale3@hawaii.edu">dkahale3@hawaii.edu</a></li> <li>Office: Hale Kāko'o 101</li> </ul>	<b>Kaahu Alo</b> , Student Life Counselor Designated Confidential Advocate for Students <ul style="list-style-type: none"> <li>Phone: (808) 235-7354</li> <li>Email: <a href="mailto:kaahualo@hawaii.edu">kaahualo@hawaii.edu</a></li> </ul>

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/](http://manoa.hawaii.edu/titleix/)

## 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 Lulima, Email, and possibly during class.
- Students should check their UH email address regularly (at least every 24 hrs.) so that they can be informed of course changes in a timely manner.
- It is the student's responsibility to be informed of these changes.