



UNIVERSITY of HAWAII®
WINDWARD
COMMUNITY COLLEGE

[ANSC 263L, Exotic and Laboratory Animal Medicine

Credits: 1 (CRN: 60011 and 60104)

Thursdays (10:00am-3:00pm) or Fast Track Labs (June 15-17 and July 20-22)

INSTRUCTOR: Stacie Kissel
OFFICE: Hale Imiloa 116
OFFICE HOURS: By Appointment
VIRTUAL OFFICE: Zoom meetings by appointment
TELEPHONE: 808-236-9165 **EMAIL:** kupahu@hawaii.edu
EFFECTIVE DATE: Summer 2023

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/Campuswire class announcement.

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

This course requires students to complete hands-on skills as outlined by the AVMA. Failure to complete any of the required hands-on skills will result in a failing grade for the course.

Laboratory to accompany ANSC 263. Provides student training in restraint and handling, health assessment, and nursing skills of exotic and laboratory animal species. 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 263.

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 263L, the student should be able to:

- Safely and humanely restrain common exotic and lab animals for procedures.
- Administer drugs and medications using appropriate sites and routes (IV, IM, SQ and Oral Dosing) to exotic and lab animal species.
- Humanely collect blood samples from exotics and lab animal species.
- Identify and describe the anatomy of the major body systems for exotic mammalian and avian species using skeletons and models.
- Explain anesthetic and recovery procedures in exotics and lab animal species.

COURSE CONTENT

The student will describe and integrate basic biological principles and define basic biological terms presented in lecture, laboratory, required texts, and other instructional materials:

- Introduction to Exotic and Laboratory Animal Medicine
- Exotic and Research Animal Facilities
- Occupational Health and Safety
- Potential for Zoonotic Diseases
- Sanitation Procedures
- Biosafety Levels
- Lab Animal Protocols and IACUC Approvals
- The research processes

Environmental conditions; Animal identification procedures; Anatomy and Physiology; Behavior; Breeding/reproduction techniques; Restraint techniques; Administration of medications; Common diseases; Husbandry; Nutritional needs/diet; Methods of anesthesia and analgesia; Methods of euthanasia and disposal for the following below:

- Birds
- Reptiles
- Amphibians and Fish
- Rats and Mice
- Rabbits
- Guinea Pigs
- Ferrets, Gerbils, and Hamsters
- Other Species
- Nonhuman Primates
- Wildlife

ASSESSMENT TASKS AND GRADING

Attendance:

ATTENDANCE: (25 points):

Attendance is **mandatory** and defined as being present in class 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 physician
.....14-day quarantine**

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

Grading:

Assignments (Lab Manual): (130 points) Students will complete 13 assignments worth 10 points each. **NO late submissions will be accepted.**

Skills Checklist: (50 points) Each student will complete the skills checklist worth 50 points.

CITI Training: (50 points) Students will complete 10 online training modules worth 5 points each.

AtDove or VetBloom Online Training: (25 points) Each student will complete 5 online training modules worth 5 points each.

Quizzes: (100 points) Quizzes will be held in person before lab. Students should expect a quiz every week and are expected to keep up with the material and be prepared every lab class. Each quiz is worth 10 points.

Exam Reviews: (40 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 **Laulima Assignments**, the class before the review. Each review is worth 20 points each.

Exams: (200 points) The student will take Exam 1 worth 100 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:

Grade breakdown will be as follows:

Grading	Occurrences	Total Points
Attendance	1 x 25 points	25
Lab Manual	13 x 10 points	130
Skills Checklist	1 x 50 points	50
CITI Training	1 x 50 points	50
AtDove or VetBloom	5 x 5 points	25
Quizzes	10 x 10 points	100
Exam Review	2 x 20 points	40
Exam 1	1 x 100 points	100
Final Exam	1 x 100 points	100
Total		620

(Extra credit available to earn = 5 minimum)

Grading Scale:

Total Points and Grade Equivalent

558-620	90-100 A
496-557	80-89 B
434-495	70-79 C
372-433	60-69 D
<371	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.

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.

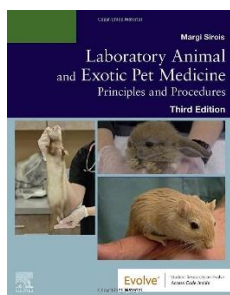
In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

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.

LEARNING RESOURCES

Required Textbooks (either hard copy or digital version):



Sirois, M. 2023. Laboratory Animal Medicine: Principles and Procedures.

Third Edition. Mosby Press. ISBN: 978-0-323-77816-9

Lab notebook:

Exotic and Laboratory Animal Procedures Notebook. This notebook is designed to help students focus their attention on important information for testing purposes.

Learning Resources:

[Quizlet](#)

[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 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 263L are automatically enrolled in the ANSC 263L Laulima website. To access, go to <https://laulima.hawaii.edu/portal>. Login using your UH username and password and click on ANSC 263L.

ADDITIONAL INFORMATION

MySuccess: Students may be referred for extra help or advising through MySuccess. Students can also explore resources at MySuccess.Hawaii.edu and windward.hawaii.edu/MySuccess

Ka Piko is WCC's academic support hub. Please visit: <https://windward.hawaii.edu/kapiko/>

TRiO student support services:

https://windward.hawaii.edu/TRiO/Student_Support_Services.php

Tutors:

Mindi: <http://vettechtutormindi.youcanbook.me>

Nora: <http://vettechtutornora.youcanbook.me>

Mele: <http://vettechtutorme.youcanbook.me>

Contacting the Instructor

If it is anything course/content related, please post to Laulima, 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 Laulima 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

Athena Bayudan: akdb@hawaii.edu

Kacie Tom Dela-Cruz: kaciesy@hawaii.edu

Matt Tsuda: mtttsuda@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. Jodi A.-K. Asato can be reached at (808) 235-7472, wccdsso@hawaii.edu, or you may stop by Hale Kāko'o 105 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

Karen Cho, Deputy Title IX Coordinator

Phone: (808) 235-7474

Email: kcho@hawaii.edu

Office: Hale Alaka'i 120B

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

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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 263L Summer 2023 Sections (60011 and 60104).

ANSC 263L Schedule: Subject to Change Summer 2023

Week 1: May 25

Topics: Introduction; Introduction to Exotic and Laboratory Animal Medicine

Reading: Chapter 1

Assignments:

Animal Safety Videos

CITI Training: Investigators, Staff, and Students

Notebook 2: Chapter 1 Lab Manual

Topics: Exotic Companion Animal Facilities

Reading: Chapter 2

Assignments:

Animal Biosafety Videos

CITI Training: Biomedical and Biological Responsible Conduct on Research

Notebook 3: Chapter 2 and 3 Lab Manual

Week 2: June 1

Topics: Research Animal Facilities

Reading: Chapter 3

Assignments:

CITI Training: Aseptic Technique

Notebook 3: Chapter 2 and 3 Lab Manual

Quiz #1 (In Lab) Oahu Only

Topics: The Guinea Pig

Reading: Chapter 10

Assignments:

CITI Training: Working with Guinea Pigs in Research Settings

Notebook 6: Chapter 10 Lab Manual

Quiz #1 (In Lab) Oahu Only

Week 3: June 8

Topics: The Rabbit

Reading: Chapter 9

Assignments:

CITI Training: Working with Rabbits in Research Settings

Notebook 8: Chapter 9 Lab Manual

Quiz #2 (In Lab) Oahu Only

Topics: The Ferret

Reading: Chapter 11

Assignments:

Notebook 7: Chapter 11 Lab Manual

Week 4: June 15-17 (NI Fast Track Lab)**Topics: The Guinea Pig****Reading: Chapter 10****Assignments:****Notebook 6: Chapter 10 Lab Manual****Quiz #1 (In Lab) NI Only****Topics: Birds****Reading: Chapter 4****Assignments:****Notebook 10: Chapter 4 Lab Manual****Notebook 13: Avian and Reptile Worksheet****Quiz #2 (In Lab) NI Only****Topics: The Rabbit****Reading: Chapter 9****Assignments:****Notebook 8: Chapter 9 Lab Manual****Quiz #3 (In-person)****Week 5: June 22****Topics: Reptiles****Reading: Chapter 5****Assignments:****Notebook 13: Avian and Reptile Worksheet****Quiz #3 (In Lab) Oahu Only****Topics: Amphibians****Reading: Chapter 6****Assignments:****CITI Training: Working with Amphibians in Research Settings****Notebook 14: Amphibian and Fish Worksheet****Quiz #3 (In Lab) Oahu Only**

Topics: Fish**Reading: Chapter 7****Assignments:****CITI Training: Working with Fish in Research****Notebook 14: Amphibian and Fish Worksheet****Quiz #3 (In Lab) Oahu Only****Week 6: June 29****Topics: Birds****Reading: Chapter 4****Assignments:****Notebook 10: Chapter 4 Lab Manual****Notebook 13: Avian and Reptile Worksheet****Quiz #4 (In Lab) Oahu Only****Topics: Gerbils and Hamsters****Reading: Chapter 12****Assignments:****Notebook 7: Chapter 12 Lab Manual****Quiz #4 (In Lab) Oahu Only****Week 7: July 6****Topics: Mice and Rats; JABSOM (Tour); UH Manoa (Mice Restraint and Handling)****Reading: Chapter 8****Assignments:****CITI Training: Working with Mice in Research****CITI Training: Working with Rats in Research Settings****CITI Training: Reducing Pain and Distress in Laboratory Mice and Rats****Notebook 4: Chapter 8 Lab Manual****Notebook 5: Chapter 8 Lab Manual****Topics: Other Species****Reading: Chapter 13**

Assignments:

Notebook 11: Chapter 13 Lab Manual

Notebook 12: Chapter 13 Lab Manual

Week 8: July 13

Topics: Mice and Rats; UH Manoa (Mice Restraint and Handling, SQ and IP Injections, Gavage, Cheek Bleeds, and Anesthesia)

Reading: Chapter 8

Assignments:

CITI Training: Working with Rats in Research Settings

CITI Training: Reducing Pain and Distress in Laboratory Mice and Rats

Notebook 4: Chapter 8 Lab Manual

Notebook 5: Chapter 8 Lab Manual

Quiz #5 (In Lab) Oahu Only

Topics: Wildlife

Reading: Chapter 15

Assignments:

Wildlife Worksheet

Week 9: July 20-22 (NI Fast Track Lab)

Topics: Mice and Rats; JABSOM (Tour); UH Manoa (Mice Restraint and Handling)

Reading: Chapter 8

Assignments:

Notebook 4: Chapter 8 Lab Manual

Notebook 5: Chapter 8 Lab Manual

Quiz #4 (In Lab) NI Only

Topics: Reptiles

Reading: Chapter 5

Assignments:

Notebook 13: Avian and Reptile Worksheet

Quiz #5 (In Lab) NI Only

Topics: Amphibians

Reading: Chapter 6

Assignments:

Notebook 14: Amphibian and Fish Worksheet

Quiz #5 (In Lab) NI Only

Topics: Fish

Reading: Chapter 7

Notebook 14: Amphibian and Fish Worksheet

Quiz #5 (In Lab) NI Only

Topics: Nonhuman Primates

Reading: Chapter 14

Notebook 9: Chapter 14 Lab Manual

Week 10: July 27

Topics: FINAL LAB PRACTICUM