Rev

UNIVERSITY of HAWAI'I
WINDWARD COMMUNITY COLLEGE
Ke Kulanui Kaiāulu o ke Koʻolau

ANSC 140 Intro to Vet Tech

Fall 2026

3 Credits | CRN 82904

* This syllabus and/or our Course Schedule is subject to change at any time. I will notify you of any changes via (indicate communication tool/method). Mahalo!

About Windward Community College

Mission Statement

ʻO keia ka wā kūpono e hoʻonui ai ka ʻike me ka hoʻomaopopo i kō Hawaiʻi mau hoʻoilina waiwai. Aia nō hoʻi ma ke Kulanui Kaiāulu o ke Koʻolau nā papahana hou o nā ʻike ʻake akamai a me nā hana noʻeau. Me ke kuleana koʻikoʻi e hoʻohiki ke Kulanui e kākoʻo a e hoʻokumu i ala e hiki kē kōkua i ka hoʻonui ʻike a nā kānaka maoli. Na mākou nō e hoʻolako, kākoʻo a paipai i nā Koʻolau a kō Oʻahu aʻe me nā hana noʻeau ākea, ka hoʻonaʻauao ʻoihana a me ka hoʻonui ʻike ma ke kaiāulu— hōʻaʻano a e hoʻoulu i nā haumāna i ka poʻokela.

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

ʻĀina

Windward Community College is located in the ahupuaʻa of Kāneʻohe and Heʻeʻia in the moku of Koʻolaupoko on the island of Oʻahu. Both ahupuaʻa are directly connected to the moʻo ʻōlelo of Pāpa and Wākea, who are seen as the ancestors of the Hawaiian nation. The campus sits beneath the puʻu of Keahiakahoe, which is also connected to many moʻo ʻōlelo of this ʻāina. Because wind names and rain names are associated with specific ʻāina, the rain name of Kāneʻohe is known as the ʻĀpuakea and the rain name of Heʻeʻia is the Ulumano.

Instructor Information

How to Contact Your Instructor

Kacie Tom-Dela Cruz, RVT, Veterinary Technology

- Office Hours: By Appointment
  - Office: Imi'loa 122
  - Email: kaciesy@hawaii.edu
  - Phone: 808-392-9257

Response time: I generally respond to email and Q&A on weekdays within 24 hours; holidays and weekends within 48 hours.

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: Alakaʻi 121
- Phone: (808) 235-7422

Contingency Plan

If there is an outage, weather situation, or family emergency on my end, I will do my best to find a way to communicate an update as soon as possible about my return to the course. Mahalo in advance for your understanding and I hope you will do the same.

Course Format & Structure

This course is offered in a 16-week time frame. Please note that this is not a self-paced course; our course schedule is provided in this syllabus.

This is an Asynchronous course. You will need access to a computer/laptop.

Regular Substantive Interaction (RSI)

Online courses at Windward Community College follow the college's RSI Definition for ensuring quality instruction. You can expect me to communicate with you frequently about our coursework during our 16-week course.

Participation Verification

Campuses are required by federal regulations to verify the participation of students in their classes. In accordance with Executive Policy 7.209, all students in the University of Hawaiʻi system are required to establish "participation" to ensure that they are not dropped from their class(es). Effective Fall 2021, students who fail to participate by the late registration period for a class will be administratively dropped from that class. Students may also be dropped from dependent prerequisite and/or corequisite classes if both courses do not establish participation.

Course Information

Catalog Description

This course introduces students to the field of veterinary technology and describes the responsibilities and expectations for students enrolled in the program. Topics include: roles of the veterinary team members, legal and ethical aspects of veterinary practice, breeds of companion animals, safety, sanitation and waste-disposal protocols, and career fields in veterinary medicine.

Prerequisite(s): Credit for or registration in ANSC 142 and ANSC 142L. Credit or placement in ENG 100 and Math 101. Confirmed attendance in WCC veterinary technology information session.

Student Learning Outcomes

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

1. Describe the roles and legal boundaries of veterinary health care team members and discuss the legality of the veterinary-client-patient relationship.
2. Identify and describe common workplace hazards, including zoonotic diseases.
3. Establish and maintain appropriate sanitation, nosocomial, and waste-disposal protocols.
4. Identify selected breeds of companion animals and livestock.

Course Materials

Required

- Regular access to a computer with internet (desktop or laptop).
    - Windward has computers, WiFi hotspots, software, and discounts available to students; see Ka Piko Student Tech Support for information.

Lamakū Learning Management System (https://lamaku.hawaii.edu/d2l/home)

- UHCC Lamakū Student Resources (how-to videos)
    - Contact UH ITS for 24/7 Lamakū assistance.
- Keeping Accessibility and UDL in Mind
    - If you find any course content that needs remediation and/or updating, please kindly share and I will immediately work to make the content accessible.
- Lamakū courses will appear 5 days before the first day for the academic term and will become inactive (no longer be available to access) 3 weeks after the end of the term. Be sure to save any coursework you may need from Lamakū *during* the term.
- Lamakū automatically logs you out *if it does not detect activity for three hours*. A warning message will appear, notifying you of the lack of activity. Activity is defined as clicking a button in Lamakū, such as "Save Draft" or "Next" (in a test), clicking on a course tab, or taking an action that sends information to the server.

Other Technology

D2L Brightspace, the parent company of Lamakū, recommends users choose the latest versions of Google Chrome, Mozilla Firefox, Microsoft Edge, or Apple Safari as their internet browser.

We recommend that students update their internet browser at the start of each term, search how to allow pop-up windows, adjust their cookies, and clear device history. Also, fully restart your computer and/or device from time-to-time to optimize performance.

Review the privacy/security policies before using the technologies we will be using in this class. Contact me if you would like to discuss the use of alternate options or technologies.

- Google Drive is UH-provided cloud storage (accessibility statement, privacy policy)
- Google Docs is used to create documents (accessibility statement, privacy policy)
- Google Sheets is used to create assignment and reference worksheets (accessibility statement, privacy policy)
- Google Slides is a presentation authoring software provided by UH (accessibility statement, privacy policy)
- Kahoot! is used for review activities (accessibility statement, privacy policy)
- Zoom is used for the Synchronous Sessions and virtual office (accessibility statement, privacy policy)

Grading Policy

Assessment, Tasks, and Grading

- Assignments & Quizzes (400 points): Students will complete assignments and/or quizzes, as well as watching webinars and taking the corresponding quizzes.
- Exams (300 points): The student will take three exams worth 100 points each (non-cumulative) to demonstrate knowledge and understanding of information presented in the lectures, text readings, and assignments.
- Breeds Project (50 points) : Students are expected to complete one project as a group. The group will select a breed and present a multimedia presentation. The presentation is limited to 20-30 minutes. The format and requirements for this project will be discussed in class
- Breeds Assignment (50 points) : Students are expected to complete an excel sheet with different breed information for a variety of animals.

Student Rabies Information Sheet

Veterinary Technology Program
Student Rabies Information Sheet

Rabies is a fatal, but preventable, zoonotic disease caused by a virus. It is spread through bite wounds and saliva of infected animals.

Due to the nature of their work, veterinarians and veterinary technicians should receive rabies pre-exposure prophylaxis (PrEP), a series of rabies vaccine doses given before coming into contact

with the rabies virus. The Center for Disease Control (CDC), classifies veterinarians and veterinary technicians into **Risk Category 3:**

People who interact with, or are at higher risk to interact, with mammals other than bats that could be rabid, for a period longer than three years after they receive PrEP. The vaccination protocol the CDC recommends for people in Risk Category 3 is:

2 doses, days 0 and 7, plus:

- Either a one-time titer check after 1 year and up to 3 years following the first 2-dose vaccination

OR

- 1-dose booster between 3 weeks and 3 years following the first vaccine in the 2-dose vaccination

The Windward Community College Veterinary Technology program **strongly recommends** students in the program get vaccinated for rabies PrEP. This is especially important if you decide to move out of the State of Hawaii or travel where rabies is an endemic disease. You will be provided with a letter to bring to your healthcare provider when making an appointment for rabies PrEP.

For more information on Rabies, please refer to the attached fact sheet from the Hawaii State Department of Health and the following resources:

https://www.cdc.gov/rabies/prevention/pre-exposure_vaccinations.html
https://health.hawaii.gov/docd/disease_listing/rabies/
https://www.who.int/health-topics/rabies#tab=tab_1

Course Schedule

Students may check the Windward Student Notifications page on the website for canceled classes and/or school closures.

Week	Date	Module / Topic	Due Dates
1	8/24/26	***Module 1: Intro, Syllabus, Lamaku, WCC Course Lecture*** ● Read/Review/Watch: ○ ● Do: ○	
2	8/31/26	***Module 2: History, Careers, Types of Practices, Biosafety Training*** ● Read/Review/Watch: ○ ● Do: ○	

Week	Date	Module / Topic	Due Dates
3	9/7/26	***Module 3: Math Rules kgs to lbs, Medical records, software and logs, VCPR*** ● Read/Review/Watch: ○ ● Do: ○	
4	9/14/26	***Module 4: Regulating Agencies, OSHA, IACUC*** ● Read/Review/Watch: ○ ● Do: ○	
5	9/21/26	***Module 5: Common Toxins, Kahoot*** ● Read/Review/Watch: ○ ● Do: ○	
6	9/28/26	***Module 6: Exam 1*** ● Read/Review/Watch: ○ ● Do: ○	
7	10/5/26	***Module 7: Nosocomial, Antiseptic, Disinfection, Ringworm, Cat Scratch Disease*** ● Read/Review/Watch: ○ ● Do: ○	
8	10/12/26	***Module 8: Brucellosis, Toxoplasmosis*** ● Read/Review/Watch: ○ ● Do: ○	
9	10/19/26	***Module 9: Tick Borne Diseases, Ascarids, Chalmydiosis,*** ● Read/Review/Watch: ○ ● Do: ○	
10	10/26/26	***Module 10: Leptospirosis, Rabies, Psuedorabies*** ● Read/Review/Watch: ○ ● Do:	

Week	Date	Module / Topic	Due Dates
		○	
11	11/2/26	***Module 11: Kahoot*** ● Read/Review/Watch: ○ ● Do: ○	
12	11/9/26	***Module 12: Exam 2*** ● Read/Review/Watch: ○ ● Do: ○	
13	11/16/26	***Module 13: Dogs not in a group project*** ● Read/Review/Watch: ○ ● Do: ○	
14	11/23/26	***Module 14: New dog breeds, toy breeds, cats, avians*** ● Read/Review/Watch: ○ ● Do: ○ Breeds Presentations Due	
15	11/30/26	***Module 15: Horses, Goats, Pigs, Camelids, Cows*** ● Read/Review/Watch: ○ ● Do: ○	
16	12/7/26	***Module 16: Kahoot*** ● Read/Review/Watch: ○ ● Do: ○	
Finals	12/14/26	Exam 3	

Academic Integrity

Work submitted by a student must be the student's own work. The work of others should be explicitly marked, such as through the 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.
- All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.

Windward CC Student Conduct Information

UH System Student Conduct Policy EO 7.208

[Include an AI Statement (is it ok in your class? if so, when/how?) Here are some UH AI Recommendations and AI Icons & Sample Statements. Instructors should refrain from sharing or inputting student work into online AI tools, including AI detection tools, without obtaining student consent. Uploading student work has potential FERPA implications as well as potential copyright concerns. Additionally, the uploaded content could be used as data for AI training without the student's consent.]

Student Responsibilities

- Expected to review weekly power points and complete weekly quizzes
- Complete all examinations and course assignments on time.
    - Any changes in the course schedule, such as examination dates, deadlines, etc., will be announced ahead of time on Lamaku. 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).
- Complete three (100 point) exams
- Complete Breeds Project

Academic and Technical Support

Academic Support

- Windward Community College Library
- Library eResources
    - [We are lucky to have our very own Windward CC Librarian embedded in our course to help you! Meet [insert WCC Librarian name/link + link to subject matter Lib Guide from the Library Staff Directory page]
- Library Research Units (LRUs)
- Ka Piko Writing Lab
- Ka Piko Speech Lab
- Ka Piko Math Lab
- Online Learning at Windward Community College
- STAR Balance

Technical Support

- UH ITS Help Desk: email help@hawaii.edu or call (808) 956-8883 (or 1-800-558-2669) for Lamakū and most technology support. Available 24 hours a day, 7 days a week, including holidays.
- Student Tech Support: email winhelp@hawaii.edu, call (808) 235-7437, or stop by in person at Hale La'akea 228. Available Monday–Friday from 8:00 am–4:00 pm.
- Lamakū: Click on the Lamakū Help link in the menu bar at the top of the Lamakū homepage to fill out and submit a question and get your answer via email.
- Information Security for Students

College Policies & Support Services

Your instructor may also provide additional resources in your Lamakū course.

Basic Needs

Basic needs include food and housing, childcare, mental health, financial resources, and transportation. Student basic needs security is critical for ensuring strong academic performance, persistence and graduation, and overall student well-being. If you or someone you know is experiencing basic needs insecurity, please see the UH System Basic Needs.

Disabilities Accommodations Statement

Windward Community College's Disability Student Services Office (WCC-DSSO) is committed to providing equal access to qualified students with disabilities.

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

Financial Aid

If you are receiving financial aid and are contemplating not completing the course it is highly recommended that you contact the Financial Aid Office at (808) 934-2712 or email them at wccfao@hawaii.edu ***BEFORE*** you withdraw to discuss the impact this decision may have on your financial aid eligibility.

LGBTQ+

The University of Hawai'i system and Windward Community College are committed to building an inclusive community that supports and advocates for all students, staff, and faculty. We welcome all members of our campus community to our campuses: transgender, māhū, and people of all gender identities. All members of our campus community deserve a work and educational environment free from harassment or bullying based on their sexual orientation, gender identity,

or expression. For more information, see the University of Hawai'i Commission on LGBTQ+ Equality. Windward Community College Commissioner: Scott Sutherland, scottjks@hawaii.edu

Mental Health Counseling

Mental Health and Wellness at Windward Community College provides counseling services and activities on campus to support students' life goals as well as their academic goals. Information about services can be found at WCC Mental Health & Wellness.

Student Conduct Code

Windward Community College follows the University of Hawai'i Code of Student Conduct which defines expected conduct for students and specifies those acts subject to University sanctions. Students should familiarize themselves with the Code of Student Conduct since, upon enrollment at Windward Community College, they have placed themselves under the policies and regulations of the University and its duly constituted bodies. The disciplinary authority is exercised through the Office of the Vice Chancellor for Student Affairs. Copies of the Student Conduct Code are available at the Office of the Vice Chancellor for Student Affairs.

TRiO Program

The Federal TRiO Programs are educational opportunity outreach programs designed to motivate and support students from disadvantaged backgrounds. TRiO includes six outreach and support programs targeted to serve and assist low-income, first-generation college students and students with disabilities in progressing through the academic pipeline from middle school to post-baccalaureate programs. Information about services can be found at Windward CC TRiO.

Title IX - Sex Discrimination And Gender-Based Violence Resources

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:

Desrae Kahale, UH System Confidential Advocate
Phone: (808) 235-7393
Email: advocate@hawaii.edu
Office: Hale Kākoʻo 101

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

Mykie E. Menor Ozoa-Aglugub, J.D., Title IX Coordinator

Phone: (808) 235-7468
Email: mozoa@hawaii.edu
Office: Hale Kākoʻo 109

Karen Cho, Deputy Title IX Coordinator
Phone: (808) 235-7404
Email: kcho@hawaii.edu
Office: Hale ʻAlakaʻi 120

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, refer to the University's Title IX resources, and the Universityʻs Policy, EP 1.204.

UH Alerts

The UH Alert emergency notification system alerts the university community in the event of a natural, health or civil emergency. The information you provide will only be used in the event of an emergency that impacts the health and safety of the UH community or the closure of whole campuses. It will not be shared with others or used for routine UH communications or announcements. To sign up, visit UH Alerts for more information.