UNIVERSITY of HAWAI'I®
WINDWARD
COMMUNITY COLLEGE

ANSC 258L: Clinical Laboratory Techniques II (Hybrid Lab)

CRN: 62373 Hale Imiloa 123 (1 credits)

INSTRUCTOR: Glow Peralta, RVT **EFFECTIVE DATE:** Fall 2025

OFFICE: Hale Imiloa 122

EMAIL: glow808@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) Attend lab at scheduled times, on time, and in proper uniform.
2) Participate in lab activities.
3) Complete 10 quizzes.
4) Complete 2 practicums.
5) Record the results of lab activities in a lab notebook.

COURSE CONTENT: CONCEPTS, TOPICS, AVMA HANDS-ON & KNOWLEDGE-BASED SKILLS

• Properly package, handle and store specimens for laboratory analysis.
• Perform parasitological tests to identify select internal and external parasites of veterinary medicine.
• Collect, culture, and identify bacteria from animal tissues and perform sensitivity testing.
• Perform a postmortem examination of a non-preserved animal.
• Laboratory safety, sample handling, storage, and preparation.
• Use of lab equipment (microscopes, blood analyzers, centrifuges, refractometers)
• Perform microbiology, Immunology, & parasitology testing.
• Understanding how performing these laboratory procedures will assist a veterinarian in a diagnosis.

STUDENT SCHEDULE, COURSE GOALS, & LEARNING OUTCOMES

SCHEDULE: Course weekly schedule is on Lamakū in 258L weekly modules.

This course consists of 3 fast track labs for the neighbor Island Students and weekly in person labs for the Oahu students

Additionally, more specific objectives or assignments will be provided during the course for each module.

GOALS: Lamakū's weekly modules, learning objectives, and assignments - Need to be checked off.

COURSE LEARNING RESOURCES

- **REQUIRED -** Laboratory Procedures for Veterinary Technicians, Margi Sirois, Elsevier (7th or 8th edition) (**AND** Laboratory Manual for Laboratory Procedures for Veterinary Technicians)
- **REQUIRED -** Windward Community College: ANSC 258L notebook, Glow Peralta, RVT
- **REQUIRED** - Diagnostic Parasitology for Veterinary Technicians, Hendrix, Robinson, Elsevier
- **RECOMMENDED -** Veterinary Clinical Parasitology, Zajac, Conboy, Wiley
- **RECOMMENDED -** McCurnin's Clinical Textbook for Vet Technicians, Bassert, Joanna, Elsevier

ASSESSMENT TASKS AND GRADING

- **PARTICIPATION:** Participation points are graded based on the student's level of engagement and active involvement during the laboratory activities and are graded at the instructor's discretion.
- **LAB ACTIVITIES:**. Students are expected to record the results and interpretation of all lab procedures in their laboratory notebook. Lab notebooks must be handwritten - points will be deducted for typed submissions. The notebook will be collected twice.
- **LAB NOTEBOOKS**: (100 points total) All entries in your lab notebook 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.
- **HONORLOCK:** Windward Community College uses Honorlock for proctored quizzes and exams in this course and it is a requirement
- **A computer or laptop with windows or MacOS and a stable internet connection is also required.**
- Before taking any quiz or exam, an installation setup assignment will be taken at the beginning of the semester to ensure your device is ready. Instructions are on Lamakū. (30 points total)
- **QUIZZES:** (100 points total - 10 points each) - Quizzes will be completed on Lamakū.
- **PRACTICUM REVIEWS** - (20 points total - 10 pints each) - Students are expected to complete two mock practicum reviews, each review with 10 questions and answers prior to each practicum.
- **LAB PRACTICUMS:** (200 points total - 100 points each). The student will take two in person lab practicums (cumulative) to demonstrate knowledge and understanding of information presented in lab activities. Study guide will be discussed in class. There will be no make-up practicums. You must receive a 70% or higher on the final in order to pass the course. If you receive less than 70% on the final exam, your course grade will default to your final exam grade.
- **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 & Participation	30
Quizzes	100
Lab Notebook	100
Practicum Reviews	20
Practicums	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 exam due to an illness or legitimate emergency, you must contact the instructor within 48 hours to arrange a time to take a make-up exam. The student must present evidence of the illness or emergency that caused the student to miss the exam. 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 the lab are considered forms of absenteeism.

- **VET TECH ATTENDANCE POLICY:** Attendance at the laboratory is mandatory.
- Only ONE excused absence is permitted due to illness or family emergency.
- No unexcused absences are permitted. If a student has an emergency or is too ill to come to lab, they must contact the instructor as soon as possible.
- A doctor's note or other documentation of extenuating circumstances will be required for any excused absence within 48 hours of the missed class.
- Any additional excused absences will result in failure of the course.
- **ATTENDANCE AND PARTICIPATION**: (30 points total) Attendance will be taken at the beginning of each lab period. A certain number of points for attendance, and a certain number of points for active participation (at the instructor's discretion). arriving 5 minutes late may be considered an absence.
- **LAB SESSIONS -** Require special equipment and preparation, make-up labs will NOT be given. Students are expected to participate in the ENTIRE lab period, including performing assigned clean-up duties. Any students who miss clean-up, leave early, or do not complete ALL assigned lab activities will have points deducted. Students absent from lab for any reason are still responsible for all work missed.
- **CLEAN-UP** - Details and specific tasks will be discussed in lab.
- **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 LAB

- **ATTEND ALL LABS** - Attend all classes and be punctual to stay on top of the material and avoid missing important information.
- **PARTICIPATE** - Engaging in lab 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.

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 lab, 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 LAB** - Students disrupting lab 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 lab. It will be considered cheating and not participating.

LABORATORY RULES

LAB ATTIRE, CONDUCT, AND HYGIENE - For the uniform required in the lab, see the Veterinary Technology Program Student Handbook.

- **NECROPSY POLICY** - Students must treat every specimen, live or deceased, with professionalism and respect.
- **SHOES** - Because labs often involve working with chemicals or hazardous materials, students MUST wear close-toed shoes. In addition, some lab activities will require students to wear gloves and safety glasses (provided by the college).
- **DRESS** - Students failing to dress appropriately for the lab will not be permitted to participate in laboratory exercises and will be considered absent.
- **SAFETY** - Students engaged in conduct that threatens themselves or others in the lab will be refused access to the lab for the remainder of the semester and receive an "F" grade for the course.

LAB SAFETY RULES

1. Be familiar with lab safety procedures and take appropriate precautions at all times to insure the safety of all lab students.
2. Follow all instructions carefully, especially when hazardous materials are being used.
3. Know the locations of important safety equipment: eye wash, safety shower, fire extinguisher, and first aid kit.
4. Report all injuries to the instructor immediately.
5. Dress appropriately for lab. Closed-toe shoes are required for ALL labs. Safety glasses and gloves are required for labs utilizing chemicals, bodily fluids, or hot-plates.
6. Report any hazardous conditions (e.g. chemical spills or broken glass) to the instructor
7. NO FOOD OR DRINKS ALLOWED IN LAB
8. Chemicals used in lab may be poisonous, corrosive, or flammable. No chemicals, even those known to be safe, should be ingested or touched with ungloved hands unless you are specifically directed to do so by your instructor.
9. Know how to safely operate all lab equipment and tools (e.g., microscopes, scalpels, and hematology supplies). Safe usage will be demonstrated by your instructor.
10. Clean all lab supplies and return them to their proper location before leaving lab.
11. Treat all organisms, living or dead, with care and respect. Use gloves when handling dissected specimens.
12. Place broken glass, sharps, and dissected specimens in appropriate receptacles (NOT IN THE TRASH)
13. Unless otherwise instructed, chemical wastes should NOT be disposed of down the drain.
14. Human and animal tissues and bodily fluids (e.g., urine and blood) must be disposed of in appropriate bio-hazard containers (NOT IN THE TRASH!).
15. Wash your hands immediately following each lab to reduce the possibility of contamination or infection.

GOOGLE DRIVE AND LAMAKŪ

- **ASSIGNMENTS** - Lamakū and Google class drive will be used to view and submit assignments.
- **QUIZZES AND PRACTICUMS** – Will be taken at the beginning of lab.
- **GRADING** - Lamakū will be used for grading and students can track their progress.
- **ANNOUNCEMENTS** - Posted in Lamakū.
- **ALL STUDENTS** - Are expected to read**: UH Netiquette and Safety**

CONTACTING THE INSTRUCTOR

- **QUESTIONS** - If you have questions or anything course/content related please don't hesitate to ask me, or you can email Glow at glow808@hawaii.edu
- **TIMELINE -** Whether over Lamakū 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. 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 Asato, Counselor, Disability Student Services Office**
- Office: Hale Kakoʻo 105
- phone: 808-235-7472
- email: jodiaka@hawaii.edu

ADDITIONAL INFORMATION

MYSUCESS - 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
- **Sydney Dickerson:** ssfd@hawaii.edu
- **Stacie Kissel**: kupahu@hawaii.edu

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

- Location: Alakaʻi 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:

Mykie Ozoa-Aglugub, Title IX Coordinator • Phone: (808) 235-7468 • Email: mozoa@hawaii.edu • Office: Hale Kāko'o 109	**Karen Cho,** Deputy Title IX Coordinator • Phone: 808-235-7404 • 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/

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 Lamakū and Email.
- 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.