

Medical Terminology (Dual Credit)

Course Number: MDCA 1213 D1

Semester Credit Hours: 2

Prerequisite: None



Instructor’s Information:

Instructor: *Patrice Grider, RN, CPhT*

Classroom: D4 New Boston High School

Conference: Mon. – Thur. 3:10 - 4:06 pm (Tutorials will be available upon request.)

Telephone: 903-628-6551

E-mail: pgrider@nbschools.net

Textbook Information:

Medical Terminology for Health Professions, 9th Edition. Carol L. Schroeder, Laura Ehrlich, Katrina Schroeder Smith, Ann Ehrlich. Cengage Learning, 2021. ISBN: 978-0-3575-1369-9.

Google Classroom Code: wgzf6o5

Course Description: The text is designed to help you master medical terminology. It is organized into 15 chapters, the Word Part Review, and the Comprehensive Medical Terminology Review.

Student Learning Outcomes for the Course:

1. Students will be able to express ideas using medical terminology.
2. Students will be able to apply medical terminology in the professional setting.

A student’s final grade for the semester will be approximately determined by:

Daily Grades, Quizzes, Workbook, & Homework	35%
Chapter/Unit Exams	30%
Midterm Exam	15%
Comprehensive Final Exam	20%

Grading Scale:

Grade	
A	90-100
B	80-89
C	70-79
D	60-69
F	59-below

Grading Policy: There will be a minimum of 15 daily grades (quizzes, labs, homework, etc.) for each grading period. **Late assignments will not be accepted unless prior arrangements are made.** There will be a minimum of 3 major grades (double-weighted). These will include unit exams, projects, etc. You will have time in class to finish most major assignments. Bonus points will be offered at various times. Students must maintain an average of 70 to remain in this course. Most assignments will be available in Google Classroom.

Make-up Policy: Students are responsible for contacting the instructor to discuss content and makeup work that is missed during an absence. If an exam is missed, the student must complete the exam within one week upon return. Homework that was assigned prior to a student absence should be turned in on the first day back to class. Students have the number of days missed to complete work that was assigned during an absence.

Texarkana College Policies:

Absentee Policy: The instructor may withdraw a student from a course if absences exceed five (5) up until the published last day for students to drop. Absences that exceed this number after the drop day may result in the student receiving an “F” in the program for that semester.

A student should not stop attending a class without formally withdrawing from the course by the published Last Day for Students to drop. If a student stops attending class after the published Last Day for Students to Drop, the student may receive a grade of “F” in the class. The instructor will submit the last date of attendance for students receiving a grade of “F” or “W”.

Withdrawal from a course may affect a student’s current or future financial aid eligibility. Students should consult the Financial Aid Office to learn both short and long term consequences of a withdrawal.

Excused Absences: A student’s absence due to school trips and/or school business will not be counted against a student’s allowable number of absences. Military duty and absences for Holy Days (FBD LEGAL) are covered in a separate section of the catalog and the student handbook. These are the only excused absences that are considered by Texarkana College. Responsibility for work missed for any absence is placed on the student. Instructors are required to allow students to make up work missed if the absence is due to military duty or religious holy days when students follow the correct notification procedures. Instructors are not required to allow students to make up work for absences due to other reasons. Make-up policies are listed in each individual instructor’s syllabus.

Maximum Allowable Absences: After official registration, the following number of unexcused absences will be the maximum allowable before a student may be dropped from the class. Mandated program certification requirements detailed for certain programs regarding the maximum allowable unexcused absences takes precedence over the following information. You are considered tardy from the designated class start time through the first 15 minutes of class. After that, you will be counted absent.

Academic Integrity Statement: Scholastic dishonesty, involving but not limited to, cheating on a test, plagiarism, collusion or falsification of records will make the student liable for disciplinary action after being investigated by the Dean of Students. Proven violations of this nature will result in the student being dropped from the class with an “F”. This policy applies campus wide, including TC Testing Center, as well as off-campus classroom or lab sites, including **dual credit campuses**. This information can be found in the Student Handbook at <https://texarkanacollege.edu>. Cheating will not be tolerated. The instructor will drop any student involved in cheating from the course with a grade of “F.” All assignments must represent the student’s own work. A student may discuss assignments with other students to gain a better understanding of the problem. However, copying projects or assignments, in whole or in part, from ANY source, without explicit instructor direction, is considered plagiarism and will result in a failing

grade for the course and possible college disciplinary action. Students are required to originate, complete, and maintain their assignment documents in the network folders assigned to them using Texarkana College computer equipment. It is expected that students will conduct themselves with integrity. If you cheat or assist others in cheating, you violate a trust.

Cheating includes, but is not limited to, the following:

- Copying files or lending your storage device to another student
- Copying answers on exams or glancing at nearby exams
- Printing work for someone else
- Turning in assignments that have been used in other classes
- Purchasing or selling assignments or exam materials
- Using another student's username and password or letting someone else use your login.

Classroom Rules of Conduct: You are to be respectful of your instructor and fellow classmates at all times. You are to refrain from surfing the Web or accessing any social network sites during class, unless directed by your instructor. You are encouraged to work together to solve problems; however, you must complete your own work. Cheating will result in an "F" for all involved in the act even if the person is in another class or previous semester.

Students are not allowed to bring food or drinks into the classroom, lab, or the Testing Center. The cost of damage to computer equipment and furniture can be significant due to a minor mishap.

The viewing of pornography is prohibited and will result in being dropped from class with the grade of "F" and disciplinary action will be taken. The use of student e-mail for obscene or pornographic purposes is prohibited. Any form of harassment will result in dismissal from class with the grade of "F" and disciplinary action will be taken. The Computer Lab is under surveillance.

Disability Act Statement: Texarkana College complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations upon request. Please contact Tonja Blasé at 903.823.3349, or visit the Advising, Recruitment and Student Retention Department for personal assistance.

If you have an accommodation letter indicating that you have a disability which requires academic accommodations, please present it to the instructor immediately so that necessary accommodations can be made.

Financial Aid: Attention! Dropping this class may affect your funding in a negative way! You could owe money to the college and/or federal government. Please check with the Financial Aid office before making a decision.

Student E-mail: Texarkana College uses a Texarkana College created and maintained email account for every student. This email account is used for official correspondence, communication to and from faculty and staff, and may be the only email recognized by faculty, staff and administrators. Student emails are firstinitial.lastname and last four digits of ID#.

Example: j.lee5678@texarkanacollege.edu