

ABRAHAM BALDWIN AGRICULTURAL COLLEGE
SCIE 1003 MEDICAL TERMINOLOGY
MWF 12:00 – 12:50
SPRING 2010 CRN 30485

COURSE OBJECTIVE: Designed to teach the meaning of Latin and Greek roots, suffixes, and prefixes. With the knowledge of these basic elements, the student should be able to interpret and understand more than 10,000 complex medical terms.

COURSE OUTCOMES: See generic SCIE 1003 syllabus.

Instructor: Dr. Ray Barber

Textbook: Delmar's Medical Terminology Video Series Study Guide by Michelle Heller, 2000

Class Format: This class is taught as an instructor-coordinated DVD series for learning medical terminology. It consists of 14 DVD's and a study guide. Each DVD consists of one lesson, and one lesson will be covered during each class period with a quiz over the current lesson at the next class meeting. There will also be a midterm and final exam. The class ends when the 14 lessons and all tests have been completed.

Dishonesty: ABAC's policy on academic dishonesty can be found in the college catalog. Academic dishonesty will not be tolerated in any form.

Conferences: Office – Britt Hall, room 225
Phone - 391-5103, Emergency – home 386-9614
Email – rbarber@abac.edu

Office Hours: I am available for assistance in my office most of the time that I am not in class or lab. My spring semester schedule is:
Monday -12:00 – 12:50 class
Tuesday - 11:00 – 12:15 class, 1-3 lab, 3-5 lab
Wednesday – 12:00- 12:50 class
Thursday - 8:00-9:30 meeting, 11:00 -12:15 class
Friday - 12:00- 12:50 class

Attendance: My attendance policy is.... students missing more than 3 classes will receive an 'F' in the class. Two tardies will be considered one absence, therefore more than 6 tardies and no absences would also be an 'F' This class meets three times week for one hour for the first half of the semester.

Withdrawals: A student may withdraw from a course and receive a grade of "W" during the first half of session A. Even though a student may withdraw from a course, that course counts as a W and affects his/her financial aid status. The last day to withdraw without penalty is **Friday, March 4, 2010**. After this date, students may withdraw but will be assigned a WF. A student who simply abandons the class will be given an F at the end of the semester based on the attendance policy.

Grading Policy: The student's grade will be determined from the following:

Daily exams.....	130 points
Midterm exam.....	100 points
Final Exam	<u>200</u> points
Total Possible Points -	430

- A = 387 - 430 (90-100%)
- B = 344 - 386 (80-89%)
- C = 301 - 343 (70-79%)
- D = 258 - 300 (60-69%)
- F = below 258 (less than 60%)

Examinations: Students enrolled in classes in the Division of Science and Mathematics will be expected to demonstrate an understanding of subject matter requiring higher order processing skills. Examination questions may include essay, synthesis, analysis, and application; as well as completion, multiple choice, true false and matching. Computation skills and drawing or diagramming may also be required. Wearing of baseball caps or other head gear on test days will not be permitted.

Missed Exams: Make-up tests will not be given except under very unusual circumstances. The student will be allowed to drop one daily exam grade for the semester.

Cell Phones: Cell phones, pagers and all other electronic communication devices must be put up and ringer turned off during each class session. Any disruption that interferes with other students ability to hear the DVD may result in the offending student being asked to leave the room and the departure counted as an absence.

EXAMS	WEEKLY EXAMS			
Midterm_____	#1_____	#4_____	#7_____	#10_____
Final_____	#2_____	#5_____	#8_____	#11_____
	#3_____	#6_____	#9_____	#12_____
				#13_____