

INSTRUCTOR:	Kelly Truitt	E-MAIL:	ktruitt@alvincollege.edu
OFFICE:	S250	PHONE:	281-756-5644
OFFICE HOURS:	Monday 9-10am, Tuesday 8-9am, Wednesday and Thursday 2-3pm		
WEBSITE:	www.alvincollege.edu/neurodiagnostic-technology-NDT		

WELCOME TO:

Course Title: Electroneurodiagnostic Tech II

Course Number: ENDT 2425

Credit Hours: 4

Lecture Hours: 3

Lab Hours: 2

Total Contact Hours: 80

Term and Year: Summer 2017

Class Days & Times: Tuesdays Lecture: 9-11:50 am and Lab: 12:00-1:50 pm

Classroom Location: S245

A. COMMUNICATING WITH YOUR INSTRUCTOR

Preferred communication for questions or to set up an appointment via email.

B. COURSE DESCRIPTION

Electroneurodiagnostics and normal and abnormal functional neuroanatomy and physiology. Electroneurodiagnostics Tech II is designed to further explore and introduce specific neurological disease processes and integrate electroencephalographic patterns for these processes. Identifies abnormal functional neuroanatomy and physiologic conditions and electroencephalographic correlates.

C. STUDENT LEARNING OUTCOMES

Demonstrate the ability to take a patient's medical history; outline various montages used to record the EEG; discuss the differential amplifier and common mode rejection; and describe safety measures that pertain to clinical EEG procedures.

D. PRE-REQUISITE COURSES: ENDT 1463 **CO-REQUISITES:** ENDT 2463

E. REQUIRED TEXTBOOK AND SUPPLEMENTAL READINGS

Practical Guide for Clinical Neurophysiologic Testing: EEG by T. Yamada and E. Meng (2010)

ISBN-13: 978-0-78177861-9 **ISBN-10:** 078177861-1

For more information about the textbooks, including details about how to order your book online and have it delivered to you, visit the ACC College Store at www.alvincstore.com.

F. COURSE OUTLINE

Unit 1: Vascular Disorders and Cerebral Tumors

Unit 2: Central Nervous System Infections

Unit 3: Effects of Trauma on the EEG Patterns

Unit 4: Metabolic/Toxic Disorders

Unit 5: Degenerative Disorders

Lab: Reinforce unit concepts, Prep for Board Exam Part I

G. EXAMS AND MAJOR ASSIGNMENTS

- A. Assignments/Quizzes- There will be various assignments that will correlate with weekly readings or special topics. Students will be expected to complete and turn in these assignments on the date specified in the class schedule. It is the student’s responsibility to ensure that the assignment is turned in on the date specified. Any assignment not turned in by the specified due date will receive a late deduction of 10 points per day late up to two days. Late assignments will not be accepted after the 2-day deadline has passed.
- B. Laboratory Participation- The student will be graded on professionalism in a teamwork environment, while interacting with instructors and fellow classmates. Student will also be graded on conduct and participation. Students are required to attend the entire lab.
- C. Unit Exams- Unit Exams will be administered during scheduled classroom times. These exams will be over material covered in each unit and may contain multiple choice, short answer, matching, essay questions and/or practical.
- D. Final Exam: The final exam will be comprehensive in multiple choice format.

H. POLICIES ABOUT COURSEWORK AND DEADLINES

Missed assignments- any assignment not turned in by the due date will receive a late deduction of 10 points per day late up to two days. Late assignments will not be accepted after the two day deadline has passed.

Missed exams/quizzes/presentations-The instructor reserves the right as to whether or not opportunities for makeup will be given. In order for makeup opportunities be considered, documentation must be provided. In the event of an unapproved absence, no make-ups will be allowed.

Incomplete. No Incompletes or “I” grades will be given except for extreme circumstances. If an “I” grade is assigned and the course work is not completed by the pre-arranged time limit, this grade will convert to an “F”.

I. GRADING SUMMARY

ENDT 2425	% of final grade
<i>Quizzes/Assignments</i>	30%
<i>Lab Participation</i>	10%
<i>Unit Exams</i>	40%
<i>Comprehensive Final Exam</i>	20%
Total	100%

Percent	Grade
100-90%	A
89-80%	B
79-70%	C
69-60%	D
< 60%	F

Your grade is based on the average you receive on all course assignments and activities. Always notify your instructor if you are concerned with your grades or your status in the class.

J. WITHDRAWING FROM CLASS/COLLEGE

It is recommended that the student talk to the instructor before withdrawing. Current course withdrawal information can be found in the printed version of the ACC Schedule for this semester or online at [ACC Course Withdrawal Instructions](#). Students who file withdrawal requests by the published deadline and have not exceeded the withdrawal maximum will receive a grade of W.

Six Drop Limit

The Texas Legislature passed a ruling that limits the number of classes a student can drop during their years as an undergraduate student to six. This policy applies to any student who was a first time college freshmen fall, 2007, or later, who attends a Texas public institution of higher education. Courses dropped while attending a private or out of state college do not count toward the six drop limit. For further information, refer to the [ACC Catalog](#) or contact Student Services.

K. GRADE APPEAL PROCESS

Students have one year from the date of the grade assignment to challenge a grade. Refer to the grade appeal process as published in the ACC Catalog at <http://www.alvincollege.edu/Programs-Degrees/Course-Catalogs>.

L. CLASS ATTENDANCE POLICY

Alvin Community College students are required to attend classes. If an absence is unavoidable, the student is responsible for completing all work missed during the absence. Instructors will not withdraw students for non-attendance, except in developmental courses. Absences in excess of two weeks are to be reported to the Office of Advising Services, along with appropriate recommendations. Departments and faculty may have other attendance policies for their course.

NDT Program Policy- Attendance is mandatory. The student is responsible for being present, on time, and for preparing adequately for each class by reading all assigned materials prior to class. The instructor reserves the right as to whether or not opportunities for makeup coursework will be given. In order for makeup opportunities be considered, advanced notice and documentation must be given prior (via e-mail) to the anticipated absence.

M. CODE OF ACADEMIC INTEGRITY AND HONESTY

Alvin Community College students are members of an institution dedicated to the pursuit of knowledge through a formalized program of instruction and learning. At the heart of this endeavor, lie the core values of academic integrity which include honesty, truth, and freedom from lies and fraud. Because personal integrity is important in all aspects of life, students at Alvin Community College are expected to conduct themselves with honesty and integrity both in and out of the classroom. Incidents of academic dishonesty will not be tolerated and students guilty of such conduct are subject to severe disciplinary measures.

N. CLASSROOM PROTOCOL

It is the right of each student to participate in his or her learning, and it is the responsibility of each student to not interfere with the learning of other students. It is the expectation of the college that each student assumes the responsibility to follow college policies and procedures governing classroom conduct on campus and online. This information is published in the ACC Student Handbook on page 42.

O. EVALUATION OF INSTRUCTION

Alvin Community College is dedicated to student success. As part of its ongoing improvement efforts, students will provide input for each course prior to the end of the semester enrolled. Evaluations will be completed in either online or paper format as directed by the Office of Institutional Effectiveness & Research.

P. ACC ACADEMIC SUCCESS AND SUPPORT SERVICES

The [ACC Tutoring/Learning Lab](#), located upstairs in building A, provides students with a variety of services including tutoring (math, writing, and other disciplines); computers and printers; and tables/carrels. Call 281-756-3566 or visit the [ACC Tutoring/Learning Lab Website](#) for more information.

The [ACC Library](#) is an excellent source for research and writing help. Quiet rooms are available for studying and doing class work. For more information, visit the [ACC Library Website](#) or call 281-756-3559.

[ACC Counseling Services](#) assist students with issues that may negatively impact academic success. To contact a counselor, call the office of Advising Services at 281-756-3534.

Americans with Disabilities Act

ACC complies with ADA and 504 Federal guidelines by affording equal access to individuals who are seeking an education. Students who have a disability and would like classroom accommodations must register first with the Office of Disability Services, A 136, or call 281-756-3533. Instructors are not able to provide accommodations until the proper process has been followed.

Assessment and Care Team (ACT)

The Assessment and Care Team is committed to improving community safety through a proactive, collaborative, coordinated, objective, and thoughtful approach to the prevention, identification, assessment, intervention and management of situations that pose a threat to the safety and well-being of the campus community. To educate and

empower all members of the College community, resources and procedures are in place to prevent, deter, and respond to concerns regarding acts of violence. Alvin Community College offers assistance to departments and individuals in detecting indicators for concern and resources to protect themselves and their environments.

The Alvin Community College ACT accepts reports regarding any individual or incident at any time through an online referral form on the Assessment and Care Team page at <http://www.alvincollege.edu/ACT>, direct email to: ACareTeam@alvincollege.edu, or by contacting the Alvin Community College Police Department at 281-756-3700 or 832-250-3365 (after hours).

MY Blackboard support can be obtained by completing the **Online Support Form**.

WEBACCESS, Passwords or ACC Computer Lab Information: If you experience problems with WebACCESS, please call the Help Desk at 281-756-3544 or email helpdesk@alvincollege.edu.

Q. MENTAL HEALTH COUNSELING AND SUICIDE PREVENTION SERVICES

As a student, you may experience a range of challenges that can interfere with learning, such as strained relationships, increased anxiety, substance use, feeling down, difficulty concentrating, and/or lack of motivation. These mental health concerns or stressful events may diminish your academic performance and/or reduce your ability to participate in daily activities. Advising services employs two Licensed Professional Counselors who can assist students with issues that negatively impact academic success. Consultation and referrals are confidential. The Counseling Referral form is located at: <http://www.alvincollege.edu/CounselingServices.aspx>

Emergencies:

If you or someone you know at ACC feels overwhelmed, hopeless, depressed, and/or is thinking about dying by suicide, supportive services are available by requests at the Enrollment Services Center or by calling 281-756-3531, ask for a Counselor. You may also call the National Suicide Prevention Hotline 1-800-273-8255. This is a 24 hour, toll free, confidential suicide prevention hotline available to anyone in suicidal crises or emotional distress. If, however, you or someone you know is in an immediate crisis, go to the nearest Emergency Room, or call 911.

R. DISCLAIMER

(The instructor reserves the right to modify this syllabus as needed and will notify the students of any changes using email or Blackboard.)