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|----------------------|---|----------------|--|
| <b>INSTRUCTOR:</b>   | Kelly Truitt, BA, REEGT, RNCST  | <b>E-MAIL:</b> | <a href="mailto:ktruitt@alvincollege.edu">ktruitt@alvincollege.edu</a> |
| <b>OFFICE:</b>       | S250  | <b>PHONE:</b>  | 281-756-5644   |
| <b>OFFICE HOURS:</b> | Monday 9-10:30am, Tuesday 2-3pm, Wednesday 9-10:30am, Thursday 2-3pm, and Friday 9-10am |                |  |
| <b>WEBSITE:</b>      | <a href="http://www.alvincollege.edu">www.alvincollege.edu</a>                          |                |  |

**WELCOME TO:**

**Course Title: Evoked Potentials**

**Course Number: ENDT 2210**

**Credit Hours: 2**

**Lecture Hours: 2**

**Lab Hours: 0**

**Total Contact Hours: 32**

**Term and Year: Fall 2017**

**Class Days & Times: Tuesdays 6:30pm-8:20pm**

**Classroom Location: S245**

**A. COMMUNICATING WITH YOUR INSTRUCTOR**

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

**B. COURSE DESCRIPTION**

Discuss individually the concepts, terminology and techniques of Evoked Potential (EP) recording with testing modalities of visual, auditory and somatosensory systems. An overview of computers and EP instrumentation will be discussed, as well as the application of EP testing in the operating room, and the computation and collection of normative data.

**C. STUDENT LEARNING OUTCOMES**

Describe the theoretical basis of evoked potentials; summarize the basis of EP waveform generation; identify artifacts on the EP; and summarize normative data for the comparison and evaluation of normal versus abnormal patterns

By the end of this course the student will be able to:

- Demonstrate understanding of basic computer applications to EP Technology
- Describe theoretical basis of evoked potentials
- Demonstrate the ability to perform evoked potentials in the modalities Visual, Auditory Brainstem, and Somatosensory studies
- Demonstrate knowledge of the theoretical basis of EP waveform generation
- Demonstrate knowledge of the anatomy and physiology of the related test procedures
- Identify and measure important data from EP waveforms
- Recognize and remedy artifacts on the EP
- Utilize the appropriate stimulus for each modality
- Have an understanding of published normative data for comparison and evaluation of normal versus abnormal

**D. PRE-REQUISITE COURSES: ENDT 1345, ENDT 1350**

**E. REQUIRED TEXTBOOK AND SUPPLEMENTAL READINGS**

Practical Guide for Clinical Neurophysiologic Testing: EP, LTM, IOM, PSG, and NCS by T. Yamada and E. Meng (2010)  
 ISBN-13: 978-1-60913-714-4 ISBN-10: 1-60913-714-0

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.alvinccstore.com](http://www.alvinccstore.com).

**F. COURSE OUTLINE**

Unit 1-Principles of Evoked Potentials

Unit 2- Visual Evoked Potentials

Unit 3-Brainstem Auditory Evoked Potentials

Unit 4- Somatosensory Evoked Potentials

Unit 5- Intraoperative Neurophysiologic Monitoring

**G. EXAMS AND MAJOR ASSIGNMENTS**

- A. Assignments - Any assignment not turned in by the specified due date and time 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. Quizzes - Over the course of the semester several quizzes will be given. The dates, times and number of these quizzes will be at the discretion of the instructor. No makeup will be allowed for missed quizzes.
- 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. Students may miss one examination which must be made up on the date of return prior to the scheduled class. For each additional missed exam, no makeup will be given.
- D. Final Exam: The final exam will be given during Finals week. No makeup will be allowed for missed Final Exams. An “Incomplete” will be given **ONLY** for extreme circumstances. An “extreme” circumstance will be defined at the discretion of the instructor.

**H. POLICIES ABOUT COURSEWORK AND DEADLINES**

- 1. **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.
- 2. **Missed Unit Exams**- Students may miss one examination which must be made up on the date of return prior to the scheduled class. For each additional missed exam, no makeup will be given.
- 3. **Missed Quizzes**- No makeup will be allowed for missed Quizzes
- 4. **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”.

**A. GRADING SUMMARY**

|                            | <b>% of final grade</b> |
|----------------------------|-------------------------|
| <i>Quizzes/Assignments</i> | <i>30%</i>              |
| <i>Unit Exams</i>          | <i>50%</i>              |
| <i>Final Exam</i>          | <i>20%</i>              |
| <b>Total</b>               | <b>100%</b>             |

| <b>Grading Scale</b> | <b>Grade</b> |
|----------------------|--------------|
| 90-100               | A            |
| 80-89                | B            |
| 70-79                | C            |
| Below 70             | F            |

**B. 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.

**C. 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>.

**D. 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.

**ENDT 2210 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. **After the second missed class five (5) points will be deducted from the final grade for each additional absence.**

**E. 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.

#### **F. 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.

#### **G. 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.

#### **H. 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 281-756-353.

#### **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](mailto: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](mailto:helpdesk@alvincollege.edu).

#### **I. 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.

#### **J. DISCLAIMER**

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