

<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>	Tuesdays 11am-12pm and 1pm-3pm and Thursdays 9am-12pm or by appointment.		
<b>WEBSITE:</b>	<a href="http://www.alvincollege.edu">www.alvincollege.edu</a>		

**WELCOME TO ACC:**

**Course Title: Electroneurodiagnostics Tech I**

**Course Number: ENDT 2320**

**Credit Hours: 3**

**Lecture Hours: Online**

**Lab Hours: Wednesdays 6pm-8pm**

**Total Contact Hours: 64**

**Term and Year: Spring 2018**

**Class Days & Times: Tuesdays 9am-11am and Online (Hybrid Course)**

**Classroom Location: S245**

**A. COMMUNICATING WITH YOUR INSTRUCTOR**

All electronic communication between ACC faculty and students will be through college email. All correspondence **requires** use of your ACC email address (example@student.alvincollege.edu). Please be sure to check your email on a regular basis so that you do not miss important information.

If you are a new student or a returning student who does not have an email account, please access <http://www.alvincollege.edu/Campus-Technology> to set-up your WebACCess ID and ACC student email account. Additional information, including technical assistance, can be acquired on the Campus Technology website or by phone (281.756.3544) and email ([itservices@alvincollege.edu](mailto:itservices@alvincollege.edu)).

**COURSE DESCRIPTION**

Electroneurodiagnostics and normal functional neuroanatomy and physiology. Explores abnormal functional neuroanatomy and physiological conditions and correlates. Includes an examination of electroencephalographic sign of cerebral disorders, the study of specific neurological disease entities, and the integration of electroencephalography patterns for cerebral disorders and diagnosis.

**B. STUDENT LEARNING OUTCOMES**

Electroneurodiagnostics Tech I is designed to teach normal and abnormal pattern recognition both awake and asleep for each age range and level of consciousness, seizure manifestations, classifications and EEG correlates.

(ACNS) minimum technical standards for pediatric encephalography and an introduction to polysomnography will also be covered. Describe the International 10-20 System of Electrode Placement; describe and identify normal EEG rhythms for both awake and asleep; explain the calibration procedure and what it identifies, and discuss instrumentation, localization and polarity.

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

**C. REQUIRED TEXTBOOK AND SUPPLEMENTAL READINGS**

1. Practical Guide for Clinical Neurophysiologic Testing: EEG, 2nd Edition, T. Yamada & E. Meng ISBN 978-1-4963-8302-0
2. Practical Approach to Electroencephalography, Mark Libenson, 2010 ISBN 978-0-7506-7478-2

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

**D. COURSE OUTLINE**

Unit 1. Recognize normal EEG activity on patients of all ages and levels of consciousness.

- Review Adult EEG Normal Awake, Drowsy, Sleep Stages and Patterns
- Infant to Adolescent Patterns

Unit 2. Introduction to the Abnormal EEG

- General Characteristics of Abnormal EEG
- EEG in Epilepsy

Unit 3. Benign EEG Patterns

Unit 4. Neonatal EEG

Unit 5. Nonepileptic Events and Introduction to Polysomnography

**TENTATIVE Dates for Extra Credit Lectures:**

**Location:** CHI St. Lukes Medical Center

- First Lecture- Monday 2/4/19  
Topic- Basics of Normal and Abnormal EEG
- Second Lecture-Monday 3/18/19  
Topic-Distinguishing Different Types of Epileptic Seizures
- Third Lecture-Monday 4/15/19  
Topic- Distinguishing Epileptic Seizures from Nonepileptic Events

**TENTATIVE ENDT 1463 END Tech I SPRING SCHEDULE**

Hybrid Course By Week	Lab Tuesdays 9am-11am <i>Review of EEG Concepts, Record Review, and Unit Exams</i>	Lecture (Online) <i>Each "Week" begins at Lab. Then students will have an assignment typically due the following <b>Monday by 11:59pm</b>. Assignments will be submitted online unless otherwise indicated.</i>
Week 1	1/15 Intro to course, Concept Review	Unit 1: Review Normal Adult EEG Assignment:
Week 2	1/22 Record Review, Concept Review	Unit 1: Normal Infant to Adolescent Patterns Assignment:
Week 3	1/29	Unit 1: Normal Infant to Adolescent Patterns Assignment:

	Record Review, Concept Review	
Week 4	2/4 Extra Credit Lecture 2/5 <b>Unit 1 Exam</b>	Unit 2: Introduction to the Abnormal EEG Assignment:
Week 5	2/12 TBD	Unit 2: Abnormal EEG: Classification of Seizure Types Assignment:
Week 6	2/19 Record Review, Concept Review	Unit 2: Abnormal EEG: Seizure Syndromes Assignment:
Week 7	2/26 Record Review, Concept Review	Unit 2: Abnormal EEG: Seizure Syndromes Assignment:
Week 8	3/5 No Lab *Clinical Case Study Presentations and Performance Competency*	Unit 2 Assignment:
Week 9	March 11-15 <b>SPRING BREAK</b> - ACC Closed	
Week 10	3/18 Extra Credit Lecture 3/19 <b>Unit 2 Exam</b>	Unit 3: Benign EEG Patterns Assignment:
Week 11	3/26 Benign EEG Patterns Record Review	Unit 3: Benign EEG Patterns Assignment:
Week 12	4/2 <b>Unit 3 Exam</b>	Unit 4: Neonatal EEG Assignment:
Week 13	4/9 Record Review, Concept Review	Unit 4: Neonatal EEG Assignment:
Week 14	4/15 Extra Credit Lecture 4/16 Record Review, Concept Review	Unit 4: Neonatal EEG Assignment:
Week 15	4/23 <b>Unit 4 Exam</b>	Unit 5: Nonepileptic Events and Intro to Polysomnography Assignment:
Week 16	4/30 Nonepileptic Record Review; Review for Cumulative Final	Review for Cumulative Final
Week 17	5/7 Cumulative Final Exam	9am Computer Lab

## E. EXAMS AND MAJOR ASSIGNMENTS

## F. POLICIES ABOUT COURSEWORK AND DEADLINES

EXAMS AND MAJOR ASSIGNMENTS	POLICIES ABOUT COURSEWORK AND DEADLINES
Assignments (35%)	- any assignment not turned in by the due date and time will receive a late deduction of 10 points per day -Assignments will be submitted online unless otherwise indicated.

	- Participation in lab is mandatory and essential for success in meeting the NDT Program goal of performing as an entry-level Neurodiagnostic Technologist. Therefore, <b>no lab assignment will be accepted past the due date.</b> -Lowest Grade will be dropped at the end of the semester
Unit Exams (40%)	-Multiple Choice format - Students may miss one examination, which must be made up by the date of return prior to the scheduled class. For each additional missed exam, no makeup will be given.
Article Presentation (10%)	-Students will be required to present at least one Article -Presentations will be scheduled during Lab.
FINAL EXAM (15%)	-Comprehensive, Multiple Choice format - The final exam will only be given during Finals week. No makeup will be allowed for missed Final Exams. An "Incomplete" for missing a final exam will be given <b>ONLY</b> for extreme, inevitable circumstances. An "inevitable" circumstance will be defined at the discretion of the instructor and documentation must be provided.

**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".

## G. GRADING SUMMARY

	<b>% of final grade</b>
<i>Assignments</i>	35%
<i>Article Presentation</i>	10%
<i>Unit Exams</i>	40%
<i>Comprehensive Final Exam</i>	15%
<b>Total</b>	<b>100%</b>

<b>Grading Scale</b>	<b>Grade</b>
90-100	A
80-89	B
70-79	C
60-69	D
Below 60	F

## H. CLASS ATTENDANCE POLICY

ENDT 2320 Policy- Attendance is mandatory. After the second missed class, five (5) points will be deducted from the final grade for each additional absence.

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 will be reported to the Office of Advising Services, along with appropriate recommendations. Departments and faculty may have other attendance policies for their course.

Faculty may issue the grade of FX for non-attendance after the official census date. The FX grade has no grade points assigned per semester hour due to a student's non-attendance.

## I. STUDENT CONDUCT

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. Instructors are authorized to establish within reason, rules of conduct within the classroom. Instructors may ask a student to temporarily leave the classroom whenever the behavior is believed to be disruptive or inappropriate. Additional information is located in the [ACC Student Handbook](#).

## **J. 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. Additional information is located in the [ACC Student Handbook](#).

## **K. WITHDRAWAL 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.

## **L. 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.

## **M. COURSE 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](#).

## **N. STUDENTS RIGHTS AND RESPONSIBILITIES**

Know your student rights and responsibilities by reviewing the ACC Student Handbook available in the POD under Student Support Services.

The College encourages students to discuss their concerns with the appropriate instructor or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level. Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent. Students interested in learning more about the complaint process, may go to the ACC website at <http://www.alvincollege.edu/Campus-Information/Student-Complaints> for additional information.

## **ACC ACADEMIC SUCCESS AND SUPPORT SERVICES**

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.

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.

### **Educational Technology**

Alvin Community College educational technology includes **MY Blackboard** for distance delivery and web-enhancement of courses. Technical support can be obtained by completing the **Online Support Form**.

All students have a **WEBACCESS** account to access numerous college services. If you need information or experience problems with WebACCess, your password, computers in a campus lab, or college email, please call the Help Desk at 281-756-3544 or email [helpdesk@alvincollege.edu](mailto:helpdesk@alvincollege.edu).

### **Financial Literacy Resources**

Various financial literacy resources can be found at <http://www.alvincollege.edu/Financial-Literacy> . These resources are designed to help improve students' understanding of financial concepts and services.

### **Food and Toiletry Assistance**

Students in need of assistance with food or toiletry items should contact: [food@alvincollege.edu](mailto:food@alvincollege.edu) or [toiletries@alvincollege.edu](mailto:toiletries@alvincollege.edu) .

### **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 without approved documentation from the Office of Disabilities.

### **Assessment and Care Team (ACT)**

ACT is committed to providing ACC staff, employees and students with supportive resources through practical, collaborative and thoughtful approach to the prevention, identification, assessment, intervention and holistic management of situations that may be disruptive in a student's academic progress or to the well-being of campus employees. To educate and empower all members of the College community, resources and procedures are available to prevent, deter, and respond to concerns.

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).

### **O. MENTAL HEALTH COUNSELING AND SUICIDE PREVENTION SERVICES**

Students 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 academic performance and/or reduce the ability to participate in daily activities. ACC Counseling Service assist students with issues that may negatively impact academic success. To contact a counselor, call the office of Advising Services at 281-756-3534. 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 calling 281-756-3531 and asking to speak with 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.

**P. DISCLAIMER**

Faculty reserve the right to modify this syllabus as needed and will notify the students of any changes using email or Blackboard