



**Reid State Technical College  
Course Syllabus For:**

**BIO 250 DIRECTED STUDIES IN BIOLOGY 1  
SPRING 2018**

**I. BIO 250 DIRECTED STUDIES IN BIOLOGY 1**

**II. COURSE HOURS**

2 – Credit hours  
0 – Theory credit hours  
0 – Lab credit hours  
0 – Clinical credit hours  
6 – Contact hours

**III. CLASS MEETING DATES/TIMES/LOCATION**

TBA – An independent study with periodic class meeting to be announced throughout the semester.

**IV. INSTRUCTOR, CONTACT INFORMATION, CONTACT POLICY, OFFICE HOURS/LOCATION**

**Evergreen Campus**

Faye Hamrac – Work Phone: 251-578-1313 Ext 143  
Home Phone: 251-578-3771 (Do not call after 9 PM)  
Cell Phone 251-282-8564 (Do not call after 9 PM)

Email: [fhamrc@rstc.edu](mailto:fhamrc@rstc.edu) Preferred email or  
[fhamrac@bellsouth.net](mailto:fhamrac@bellsouth.net)



Office Hours:

Monday	8:00 – 11:00; 1:00 – 4:00
Tuesday	8:00 – 11:00; 1:00 – 4:00
Wednesday	None
Thursday	1:00 – 4:00
Friday	8:00 – 10:00

UNLESS ON A CLINICAL VISIT

## V. COURSE DESCRIPTION:

This course allows independent study under the direction of an instructor. Topics to be included in the course material will be approved by the instructor prior to or at the beginning of the class. Upon completion, students will be able to demonstrate knowledge of the topics as specified by the instructor.

## VI. PREREQUISITE (S)/CO-REQUISITE(S)

**Prerequisites:** HPS 118 Fundamentals of Phlebotomy  
HPS 109 Asepsis

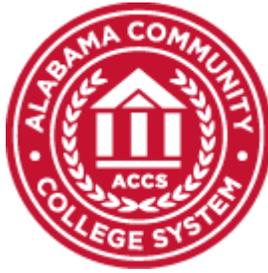
**VII. Co-prerequisites:** HPS 119- Phlebotomy Clinicals

## VIII. TEXTBOOK(S) AND OTHER LEARNING RESOURCES

**No textbooks assigned for this class.**

### **SUPPLEMENTAL RESOURCES:**

**Bruyere Jr., Harold J.** (2009), 100 Case Studies in Pathophysiology, Lippincott, Williams & Wilkins, Baltimore, MD



## VIII. PROFESSIONAL COMPETENCIES/OBJECTIVES

1. Be able to discuss topics assigned by instructor
2. Be able to discuss aseptic techniques in health care settings
3. Be able to discuss proper use of personal protective equipment
4. Be able to properly write up findings in professional manner using APA format
5. Properly prepare and present Power Point presentation of assigned topics

## IX. EVALUATION AND ASSESSMENT

There will be at least 3 research paper and a Power Point Presentation from research paper #3 as the final exam. The presentation will be 40% of final grade

No rounding of test scores (daily, weekly, or final exam) will be done (78.6 is 78.6). Only the final course grade average will be rounded: 0.5 or higher will be raised to the next whole number (Example: 79.5 or higher will be rounded to 80 A student must have a 75 or better average to pass.

A grade of D or F is not acceptable in the course. A student must maintain a C or better to progress in the program.

Research papers	60%
Presentation and PowerPoint	40%

### Grading Scale:

A=90-100  
B=80-89  
C=75-79  
D – 60-74  
F = 59 and Below

AU = Audit  
I = Incomplete  
W = Withdrawn (before a grade accrued)



## **Make-Up Work Policy**

### **Make-Up Work Requirements Policy**

If a student is **tardy** on the day of an exam/assignment and the tardy is excused, the student must take the make-up exam/assignment on the same day. However, **5 points will be deducted** from the student's exam/assignment grade. If the student fails to take the exam/assignment on the same day, a **zero** will be received for the exam. If a student is absent on the day of an exam/assignment, and the absence is excused, (student must have called on the day of the absence, have a written excuse that they (the enrolled student or immediate family member) has received medical attention on the day of the absence; or a copy of an obituary in the case of an immediate family member's death (mother, father, children, spouse, mother-in-law, father-in-law, grandparent or grandparent-in-law, sister, brother, grandchildren, or guardian), he or she will have a 2 week period to take the make-up test/assignment. 5 points will be deducted from the student's exam/assignment grade. If the student does not take the make-up exam/assignment within the allotted two weeks time frame, he or she will receive a **zero** for the exam/assignment. Make-up exams/assignments may not be the same as that given on the assigned test date.

It is the student's responsibility to be on time for class. If a student is late on a test day and the test has been passed out, the student will not be allowed to enter into the room and begin testing as this distracts fellow students.



## **X. ATTENDANCE**

. Absences are classified in two categories:

1. Unexcused Absences
2. Excused Absences
  - a. Emergency illness that requires a hospital stay
  - b. Personal illness that requires immediate doctor's attention
  - c. Death in the immediate family, defined to mean, parents, spouse, children, grandparents, grandchildren, brother, sister, brother-in-law, sister-in-law, mother-in-law, father-in-law and guardian.
  - d. Under other extenuating circumstances excused by special permission by department heads or Dean of Instruction.

Tardiness:

A student is considered tardy if he/she reports to class late or leaves early. College policy requires attendance for the entire class period. Three tardies will count as one absence.

Absences, whether excused or unexcused, affect the student's progress and will be a major factor in obtaining a job after completion of a student's course of study.

Students who are perfect in attendance each quarter will receive a Certificate of Merit for Perfect Attendance and will be honored at graduation if they maintain perfect attendance during their entire period of enrollment.

Perfect attendance is defined as not being tardy or leaving early from any class.



## **XI. STATEMENT ON DISCRIMINATION/HARASSMENT**

The College and the Alabama Board of Education are committed to providing both employment and educational environments free of harassment or discrimination related to an individual's race, color, gender, religion, national origin, age, or disability. Such harassment is a violation of State Board of Education policy. Any practice or behavior that constitutes harassment is a violation of State Board of Education policy. Any practice or behavior that constitutes harassment or discrimination will not be tolerated.

## **XII. AMERICANS WITH DISABILITIES**

The Rehabilitation Act of 1973 (Section 504) and the American with Disabilities Act of 1990 state that qualified students with disabilities who meet the essential functions and academic requirements are entitled to reasonable accommodations. It is the student's responsibility to provide appropriate disability documentation to the College. **Please contact the ADA representative: the ADA representative may be reached through the Office of Student Services.**

## **XIII. COURSE CALENDAR**

**TO FOLLOW ON SEPARATE COURSE CALENDAR**



#### XIV. STUDENT ACKNOWLEDGEMENT FORM

This is to verify that I have received a copy of my BIO 250 Directed Studies in Biology 1 Syllabus and I understand the contents within. I also understand the grading policy, absentee policy, attendance policy, make-up policy. To pass the course, I will have a passing average of at least 75 when the final exam and coursework are averaged together.

. **No cell phones or Blue Tooth** will be allowed on in class except with prior approval of the instructor due to illnesses in the family such as a sick child. If either is found being used in during class time it will be collected and placed on the instructor's desk until the end of class.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

Faye Hamrac, Instructor



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