

Midwestern State University

Robert D. & Carol Gunn College of Health Sciences & Human Services

Department of Radiologic Sciences

Revised August 2019

Course Syllabus: Advanced Imaging Modalities

Course Information

Name: RADS 4232

Credit: 3 hours

Term: Fall 2019

Professor

Mandy Sedden MSRS, RT(R) Assistant Professor

Email: mandy.sedden@msutexas.edu

Use this information in the subject line: 4913X10_your last name_topic of the message.

Email is the best way to reach me. If I have not responded within 72 hours, please email me again.

Phone: (940) 397-4664

Office Location: Midwestern State University

3410 Taft Blvd.

Centennial Hall 430M

Wichita Falls, TX 76308

Office Hours: Please make an appointment.

Course Communication

Contact information for the instructor is listed at the beginning of this syllabus. Email is the preferred mode of communication. Students must use their standardized MSU Student email for correspondence about this course. When emailing the instructor, you must use the following subject header:

4132_your last name_topic of message

Example: 4232_Smith_Quiz 4

When there is a need to contact students, the instructor will use the student's MWSU email account, students.mwsu.edu. The instructor is not responsible for sending emails to any other email account. Faculty members will not be responsible for keeping up with other email addresses for students. If you have not established this account, do so as soon as possible by going to: <http://infosys.mwsu.edu/email.asp>

The instructor will respond or at least acknowledge email messages from students within a maximum of five (5) business days when MSU is in session. **MSU is open only 4 days a week in the summer, so be mindful that if you email the instructor on a Friday you might not get a response until Monday.** Beyond standard university holidays and breaks, the instructor will notify students of any extended periods of time when email contact is not practical (professional meetings, etc.). I will meet face-to-face with any interested students by appointment only. This meeting is optional and must be confirmed by email ahead of time with me.

Feedback

Feedback varies throughout the course. The News section of the course is where I will send messages to the entire class. It is best to set up your D2L account to receive an email notification (to the email of your choice) when News items are posted.

1. Click the down arrow in the News section on the 3773 course home page
2. Select Notifications
3. Check the box next to "News- new item available" and then check any other boxes you wish to receive an email notification from.

4. Check the email address you wish to send email notifications. If you need to change this, select "change your email settings" and enter the new email address. This email address should be an email address you frequently check.

Course Description and Objectives

An introduction to the use of computers in medical imaging and a survey of specialized imaging modalities.

The student will:

- explain the use of computers in medical imaging
- describe the various specialized imaging modalities
- differentiate between images produced by different modalities
- identify the anatomy demonstrated

Course Materials

- Textbook of Radiographic Positioning and Related Anatomy, 9th Ed., by Bontrager & Lampignano
- Essentials of Radiographic Physics & Imaging, Johnston & Fauber
- Radiologic Science for Technologists: Physics, Biology, and Protection, 10th Ed., by Stewart Bushong

Attendance

This is an online course, and as such, there are no mandatory sessions. However, the students should be vigilant in checking their email and logging onto D2L. Regular checks will ensure messages from the instructor and fellow students are received in a timely manner. This course is on a schedule that will be strictly adhered to (see table below). The instructor will be available to meet face-to-face with any student who is interested. Please email the instructor to schedule an appointment.

Requesting a Withdrawal

The last day to drop this course with a grade of "W" is 4:00 pm on Thursday, July 12, 2016. Refer to the Undergraduate Bulletin for details

about receiving a grade of "Incomplete" in a course. In an emergency or extenuating circumstance, a student may request a grade of "Incomplete" in a course before grades are submitted. If the instructor grants the "Incomplete," the student has until thirty (30) days after the beginning of the next long semester to complete the course requirements. If the student does not complete the course requirements within the deadline, the grade of "Incomplete" will automatically convert into a grade of "F."

Grading/Evaluation

Students are required to submit all assignments in the appropriate assignment dropbox within D2L. Do not email or fax assignments unless told specifically to do so by your instructor. Do not wait until the last minute to submit in case you have technical difficulties. If you have difficulties submitting any assignments, contact your instructor immediately so that problems can be resolved by the deadline. Technical difficulties need to be addressed through the D2L help link. Assignments must be submitted on time; **each late submission will result in a grade of 0.**

Clinical Rotations

If, for any reason, you are unable to complete a rotation through a particular modality, for example: radiation therapy, it is your responsibility to contact the Clinical Coordinators so they can make arrangements at another facility for you. Late submissions will NOT be accepted.

Grade Distribution

- 30% Unit Exams (8)
- 40% Lab Assignments (6)
- 30% Final Project (2)

Grade Scale

- A = 100-90
- B = 89-80
- C = 79-70
- D = 69-60
- F = 59 and below

Technical Difficulties

On occasion, you may experience problems with accessing D2L, accessing class files located within D2L, connecting with your internet service, or you may encounter other computer related problems. Make the professor aware of a technical problem as soon as possible. If a problem occurs on our end, such as D2L failure, then a due date extension will typically be granted. **However, keep in mind it is your responsibility to have (or have access to) a working computer in this class. Assignments and tests are due by the due date, and personal computer technical difficulties will not be considered reason for the instructor to allow students extra time to submit assignments, tests, or discussion postings.**

Dropbox assignments that can be attached in an email should be emailed to the professor as soon as a problem is encountered. Failure to do so may result in points being lost, regardless of connection issues.

For help options:

- For D2L issues go online go to the Distance Education Helpdesk
- By phone call the Distance Education office at 940-397-4868 between 8am and 5pm.
- Use the D2L help link in D2L.
- Contact your professor.
- For other computer access issues, go online to the MSU Information Technology Website.

Special Needs

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in all educational programs and activities.

The Office of Disability Support Services (DSS) provides information and assistance, arranges accommodations, and serves as a liaison for students, instructors, and staff. The DSS has assistance devices such as books on tape, recorders, and adaptive software which can be loaned to qualified individuals. A student/employee who seeks accommodations on the basis of disability must register with the Office of Disability Support Services in the Clark Student Center Room 168 or call (940) 397.4140 for further information. Documentation of disability from a competent professional is required.

Individuals with grievances related to discrimination or lack of accommodation on the basis of a disability are encouraged to resolve the problem directly with the area involved. If the matter remains unresolved, advice and/or assistance will be provided by the Office of Disability Services for resolution. The grievance procedure may be found in the Student Handbook and Activities Calendar.

The Director of the Counseling Center serves as the ADA Coordinator and may be contacted at (940) 397.4618, TDD (940) 397.4515, or 3410 Taft Blvd., Clark Student Center Room 108.

Administrative Process

Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

1. Interim Department Chair: Dr. Beth Veale (940) 397.4679
 2. Interim College Dean: Dr. Jeff Killion (940) 397.4594
 3. Dean of Students: Matthew Parks (940) 397.6273
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Academic Conduct

RADS 4232 adheres to the MSU Code of Conduct. In particular, academic dishonesty, however small, creates a breach in academic integrity. A student's participation in this course comes with the expectation that his or her work will be completed in full observance of the MSU Code of Student Conduct. A student should consult the current Student Handbook for answers to any questions about the code.

All components of RADS 4232 are designed to represent the efforts of each student individually and are NOT to be shared, copied, or plagiarized from other sources. When students submit their efforts for grading, they are attesting they abide by this rule. An online plagiarism service may be used in this course. Student assignments may be uploaded to the service for identification of similarities to other student papers and published works.

Cheating includes, but is not limited to

- Use of any unauthorized assistance in taking quizzes, tests, or examinations
- Dependence upon the aid of sources beyond those authorized by the professor in writing papers, preparing reports, solving problems, or completing other assignments
- The acquisition of tests or other academic materials belonging to the university faculty or staff without permission.

Plagiarism includes, but is not limited to

- The use of, by paraphrase or direct quotation without correct citation in the text and in the reference list
- The published or unpublished works of another person.
- Students may NOT submit papers and assignments that they have previously submitted for this or other courses.
- The use of materials generated by agencies engaged in "selling" term papers is also plagiarism.

Academic dishonesty (cheating, plagiarism, etc.) will not be tolerated in this class. Whenever a student is unsure of whether a particular situation will be interpreted as academic dishonesty, he/she should ask the professor for clarification. If students are guilty of academic dishonesty, a grade of zero (0) will be given for the quiz, assignment, etc. Cases may also be referred to the Dean of Students for possible dismissal from the university.

Students are encouraged to review the tutorials and suggested websites for more information about plagiarism. If you have any questions about what constitutes plagiarism, please consult:

- The University Academic Dishonesty Policy: [http://mwsu.edu/Assets/documents/student>life/2013>14%20Student%20Handbook.pdf](http://mwsu.edu/Assets/documents/student%20life/2013%2014%20Student%20Handbook.pdf)
- The website Plagiarism.Org
- The professor

Please Note

By enrolling in this course, the student expressly grants MSU a "limited right" in all intellectual property created by the student for the purpose of this course. The "limited right" shall include, but shall not be limited to the right to reproduce the student's work/ project in order to verify originality and authenticity, and for educational purposes. Specifically, faculty may submit student papers and assignments to an external agency to verify originality and authenticity, and to detect for plagiarism.

All assignments will be submitted to TurnItIn.com, a computerized service which checks for plagiarism. Any suspicious results will be investigated. Instances of plagiarism will result in a lower grade on the assignment; a grade of "F" on the assignment, and/or a grade of "F" on the course. Repeated or severe instances may result in academic probation, or dismissal from the program. Instances can also be referred to the Dean of Students for further action.

Senate Bill 11

Senate Bill 11 passed by the 84th Texas Legislature allows licensed handgun holders to carry concealed handguns on campus, effective August 1, 2016. Areas excluded from concealed carry are appropriately marked, in accordance with state law. For more information regarding campus carry, please refer to the University's campus carry webpage. If you have questions or concerns, please contact MSU Chief of Police Patrick Coggins by email at mpatrick.coggins@mwsu.edu.

Advanced Imaging Course Schedule

There is a course calendar located on the right side of the course home page. Check it often for due dates and deadlines. Due date and deadlines can also be found in the assessments by clicking on tests and drop box.

Tentative course schedule

Activity	Starts	Deadline
Unit Examinations	August 26, 2019	On or before November 25, 2019 at 11:59 pm
Lab Activities	August 26, 2019	On or before December 6, 2019 at 11:59 pm
Final Projects	August 26, 2019	On or before December 9, 2019 at 11:59 pm