



**Course Number:** RADS 6333    **3 credits**    **Summer 2021**  
**Course Title:** Special Topics in Advanced Clinical Practice

## Professor

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Use this format in the subject line: 6333\_your last name\_topic of the message  
 \*email is the best way to reach me. If I haven't responded within 72 hours, please email me again.

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## Course Overview

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This course requires intensive study in a special area of advanced clinical practice in medical imaging. May be repeated for credit with varying content.

This course provides an opportunity for MSRS students to propose and complete a graduate level project. The course format explores principles of **Contracted Learning**.

Empirical evidence supports the premise that the format facilitates development of self-directed learning skills. Further, contracted learning provides an opportunity for the student to critically explore a topic of interest and to formulate an investigation and activities to expand expertise on the topic. The nature of the project will vary to reflect needs and student interest. Contracted learning allows the student to identify activities equal to a specific grade from "A" – "F".

Proposals must be approved by both the faculty member(s) and student. **For record, a signed copy of the special topic agreement must be submitted to the instructing faculty.**

### Content

The course content is *contracted learning project* driven. Students will develop a project of personal interest and approved by faculty. Students who do not yet have a project idea should refer to the contracted learning project form for project ideas.

## Structure

Self-paced semester with an approved final project due at the end of the semester.

## Course Objectives

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Upon completion of this course, the student should be able to:

- Propose and complete a contracted learning project related to advanced radiologic clinical practice.
- Meet contracted learning contact and completed project due dates.

## Course Materials

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### Textbooks

#### Required:

American Psychological Association. (2020). *Publication manual of the American Psychological Association*(7th ed.). [ISBN: 978-1433832161]

### Internet connectivity

Students need an up-to-date computer with an internet connection in this course.

### Proctor Specifications/ Computer Requirements:

- PC Users: A well-working computer running Windows XP or higher with 1024 MB of RAM or higher.
- Mac Users: A well-working computer running Mac OS X or higher.
- Headphones or working speakers connected to the computer.
- Webcam and microphone
- A reliable high-speed internet connection (minimum 768 Kbps/384 Kbps Download/Upload).
- A web browser with Adobe Flash Player installed.

## Course Requirements

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The course involves development of **project learning contract** that identifies project objectives and anticipated completion evidence. The contract allows students to determine the grade they expect to receive for the completed contract. The contract should reflect a project tailored specifically to the student's interest and/or need. **Both contracted learning contract and final project documents** will be submitted through the appropriate D2L dropbox. Due dates can be found within D2L .

## Communication with Instructor

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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:

**6333\_your last name\_topic of message Example:**

**6333\_Smith\_Quiz 4**

When there is a need to contact a student, the instructor will use the student's students.mwsu.edu email account. The instructor is not responsible for sending emails to any other email account (set up your email to forward messages to an email you check often to avoid potentially missing any correspondence).

Faculty members will not be responsible for keeping up with other email addresses for students. If you have not established this account or you need help forwarding messages, do so as soon as possible by going to [MSU IT Help](#).

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. 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.).

## Evaluation

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### Grade distribution

Determined in the project proposal contract.

### Grade Scale

A = 100 - 90

B = 89 - 80

C = 79 - 70

D = 69 - 60

F = 59 and below

### Grading Cycle

All assignments are graded together as a group to maintain a higher level of consistency. Grading begins on the first business day after a due date, outside of university holidays and professional meetings, and is typically completed before the next due date. You may track your progress through the Gradebook in D2L.

### Feedback

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

are not missed.

- Click the down arrow in the News section on the 5043 course home page
- Select Notifications
- Check the box next to “News - new item available” and any other boxes the student would like to receive an email notification.
- Check the email address which to send email notifications. If the student needs to change this, select “change your email settings” and enter the new email address. This should be an email address the student checks frequently.

The students are welcome to email any questions to clarify concepts or look for further explanations. If there are repeated questions, the instructor will provide feedback or supplementary resources in the News section of the course so that everyone can benefit from it.

### Late Work

**Due Dates.** Assignments and quizzes must be submitted by 23:59 (11:59 pm) Central time, on scheduled due dates in the course schedule. If a student fails to meet a deadline the student will receive **no (0) credit** for the assignment or quiz not submitted on time.

**Emergency Extension.** If you have a major event such as a death in the family, illness, hospitalization, or other extenuating circumstances, email the instructor as soon as possible and on or before the scheduled due date. I will grant extensions on an individual basis.

## Technical Difficulties

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On occasion, you may experience problems accessing D2L or class files located within D2L, Internet service connection problems, and/or other computer related problems. Make the instructor 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. *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.*

### For help:

- Use the D2L help link in D2L
- Contact your Instructor
- And for other computer access issues, contact information systems at [MSU IT Help](#)

## Attendance

This is an online education course. Because students and instructors in this program do not regularly interact in a traditional classroom setting, electronic communication is essential. Students must be vigilant in checking email and logging onto Desire2Learn

## 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 Services (ODS) provides information and assistance, arranges accommodations, and serves as a liaison for students, instructors, and staff. The ODS has assistive 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 Services in the Counseling Center](#), Clark Student Center Room 168 (940)397-4140. 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 ADA Coordinator may be contacted at (940)397-4140, or 3410 Taft Blvd., Clark Student Center Room 168.

## 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:

- Department Chair – Beth Veale' (940-397-4611)
- College Dean - Dr. Jeff Killion (940-397-4594)
- Dean of Students – Matthew Park (940-397-7500)

## Honor System

RADS 6333 adheres to the [MSU Code of Conduct](#).

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 6333 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 abided by this rule.

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 instructor in writing papers, preparing reports, solving problems, or completing other assignments; or
- 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 situation will be interpreted as academic dishonesty, he/she should ask the instructor 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 entire University Academic Dishonesty Policy which can be found in the [University Student Handbook](#) at
- The website [Plagiarism.Org](#), or
- The instructor.

#### References

1 iParadigms. (2014). What is plagiarism? Retrieved from [www.whatisplagiarism.org](http://www.whatisplagiarism.org)

The instructor will be using an online plagiarism checker in this course.

#### **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.**

## Senate Bill 11

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Senate Bill 11 passed by the 84<sup>th</sup> 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 webpage](#)

If you have questions or concerns, please contact MSU Chief of Police Patrick Coggins at [patrick.coggins@msutexas.edu](mailto:patrick.coggins@msutexas.edu).

**See the Course Schedule below.**

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### RADS 6333 Special Topics in Advanced Clinical Practice Summer 2021 Course Schedule

	<b>Activity</b> <i>* Note: These are Central Times*</i>
June 1	Classes Begin
June 15	Proposal and Contract Due
August 2	Completed Project Due
August 5	End of Classes

Students must complete the final and all course work by the dates published in the course schedule.