

Request for Undergraduate Course Addition

Prepare **one** paper copy with all signatures and forward to the University Curriculum Committee Chair. Additionally, immediately following attainment of the College Curriculum Chair signature, send **one** identical ELECTRONIC COPY sans signatures in PDF format with all supporting documentation converted to PDF format by email to the University Curriculum Committee chair for electronic distribution.

College: COHP Department/Division: Medical Imaging Alpha Designator / Number : MI 401 Graded: CR/NC:

Contact Person: Dr. Shelia Kyle, Vice President Phone: 304-526-1412
St. Mary's Center for Education

Dr. Rita Fisher _____ 304-526-1259
Director – School of Medical Imaging

NEW COURSE DATA:

New Course Title: Seminar in Imaging Science

Alpha Designation/Number:

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Title Abbreviation:

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(Limit of 25 characters and spaces.)

Course Description (Limit of 30 words): Review seminar for the primary ARRT certification examination.

Co-requisite(s): None First Term to be offered: Summer 2010

Prerequisite(s): Admission to the Medical Imaging Program Credit Hours: 1

Course(s) being deleted in place of this addition (*must submit course deletion form*): None

CHECKLIST/REQUIREMENTS:

1. After completing this two page form in its entirety, include a complete syllabus and route through the departments/committees below.
2. A complete syllabus can be from when this course was previously taught as a special topics course or by creating a new, intended syllabus to use with the course. The sample syllabus must at a minimum address the following areas:
 - a. COURSE OBJECTIVES
 - b. COURSE OUTLINE
 - c. SAMPLE TEXT(S) WITH AUTHOR(S) AND PUBLICATION DATE
 - d. INSTRUCTIONAL METHODS (Lecture, Lab, Internship, Practicum, etc...)
 - e. EVALUATION METHODS (Unit/Chapter, Midterm, Final, Projects, etc...)
3. If this course will replace a course that is required by another department, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
4. If this course will be similar in title or content to another department's courses, please send a memo to the affected department and include it with this packet, as well as, the response received from the affected department.
5. Send a copy of this completed form to the Marshall University Catalog Editor.

SIGNATURES: (If disapproved at any level, do not sign. Return to previous signer.)

Department Chair/Division Head _____	Date: _____
Registrar: _____	Date: _____
Librarian: _____	Date: _____
College Dean: _____	Date: _____
College Curriculum Chair _____	Date: _____
University Curriculum Committee Chair: _____	Date: _____
Faculty Senate Chair: _____	Date: _____
VP Academic Affairs/VP Health Services: _____	Date: _____

Request for Undergraduate Course Addition - Page 2
Additional Information Required for Undergraduate Course Addition

College: COHP

Department/Division: Medical Imaging

Alpha Designator/Number: MI 401

Provide complete information regarding the new course addition for each topic listed below. Before routing this form, a complete syllabus also must be attached addressing the items listed on the first page of this form.

1. Identify by name the faculty in your department/division who may teach this course.

Rita Fisher, PhD RT (R)(CT)(CV)(ARRT)

2. If your department/division requires additional faculty, equipment, or specialized materials, attach an estimation of money and time required to secure these items.

No additional funding required

3. If this course will be required by a department/division other than your own, identify by name.

N/A

4. If there are any agreements required to provide clinical experience, attach details and signed agreements.

No additional agreements will be needed for this class

5. If library resources are deemed inadequate, attach a plan to overcome this. The plan must include the cost as stated by the Dean of Libraries.

No additional Library Resources to be provided by Marshall University

6. EQUIPMENT/SUPPLIES NEEDED TO TEACH THIS COURSE (this does not refer to additional equipment/supplies that need to be purchased; simply what materials are needed in order to teach this course successfully.):

Computer, LCD Projector, Projector Screen, White Board, Markers, Handouts, CD Rom's

No additional equipment or supplies will need to be provided by Marshall University

7. ADDITIONAL GRADUATE REQUIREMENTS IF LISTED AS AN UNDERGRADUATE OR GRADUATE COURSE (please also submit to Graduate Council course addition for 5xx graduate component):

None

8. PROVIDE A COMPLETE BIBLIOGRAPHY INCLUDING ALL PUBLICATIONS RESEARCHED TO CREATE THIS COURSE AND WHAT PUBLICATIONS MAY BE BENEFICIAL TO STUDENTS TAKING THIS COURSE (separate page).

See attached sheet

BIBLIOGRAPHY:

http://arrt.org/examinations/contentspecs/RAD_CS_2008.pdf

Callaway W. *Mosby's Comprehensive Review of Radiography*. 3rd ed. St. Louis, Mo: CV Mosby; 2002.
ISBN 0323011918

Cummings GR, Meizner E. *Corectec's Comprehensive Set of Review Questions for Radiography*. 6th ed. Athens, Ga: Corectec; 2005.
ISBN 1880890135

Dahnert W. *Radiology Review Manual*. 3rd ed. Philadelphia, Pa: Williams & Wilkins; 1996.
ISBN 0683023381

Leonard WL. *Self-Study Exercises in Radiography*. Upper Saddle River, NJ: Prentice Hall; 1995.
ISBN 0130116513

Saia DA. *Appleton & Lange's Review for the Radiography Examination*. 5th ed. New York: Appleton & Lange; 2000.
ISBN 0838503896

Saia DA. *Radiography Prep: Program Review & Exam Preparation*. Stamford, Conn: Appleton & Lange; 1996.
ISBN 0838582443

Thomas J. *FA Davis's Practice Guide for the Radiography Examination*. Philadelphia, Pa: FA Davis Co; 2000.
ISBN 0803604602

COURSE SYLLABUS OUTLINE

Course Title and Number: MI 401 ARRT Registry Review

Semester and Year: Summer I

*Course with Special Designation: none

Text Information: *Appleton and Lange Review for the Radiography Examination by D. A. Saia*. Students may purchase additional review materials at their choice.

Computer Requirements: access to the internet:

Instructor: Name: Dr. Rita Fisher
Office: Room 212
Office Hours: As arranged
Phone/email: 526-1259, rfisher@st-marys.org

Course Description: Credits: This is a 1 credit hour seminar designed to prepare the radiography student for the ARRT exam upon graduation. Students are expected to attend the seminar just as a regular class. Students are strongly encouraged to use their time outside the classroom for preparation purposes. Students who successfully pass the exit exam on the first or second attempt will have the intervening time between the exam and graduation free. Students who do not pass the exit exam will continue to attend registry review sessions. Unexcused absenteeism from a review session will result in the student not being able to sit for the exit exam until the third offering. Content will include:

- Group Review
- Individual Computed Review
- Formal registry Review*
- Mock ARRT exams

Desired Learner Outcomes/Objectives: When finished with this course you should be able to:
Successfully complete the ARRT Radiography Certification Exam.

Evaluation/Measurement/Assessment of Learner Outcomes:

1. Computer based review.
2. Mock Registry exams
3. In class review of physics, radiographic equipment, radiobiology and protection.
4. Exit Exam. This will be a computer based exam in the same format as the ARRT examination. The exam will be offered 3 times. Each subsequent exam will differ just as a repeat ARRT exam would be. Students must make 80% or better to complete program graduation requirements.

Grading Policy:

80% or better on the final Exit Examination

Policy Statements:

1. **Attendance:** Regular attendance is expected. Students who have missed no review sessions and completed all mandatory assignments on time will be allowed to sit for the first exam date. The only exception will be absence pre-approved by the Program Director. Students who have missed any review sessions or failed to complete assignments on time will have to wait until the second.
2. **Preparation, participation, punctuality.** Review schedule assignments will be provided later. A time schedule will be provided.
3. **Academic integrity:** Please refer to the Student Handbook. The mock exams will be conducted with the same academic integrity standards as with the ARRT exam. Please refer to the ARRT application booklet.
4. **Office hours:** Instructors are available to meet individually by appointment.
5. **Learning Disabled Students:** consideration toward learning disabled students will be in accordance to SMI Student Handbook policies. Please make certain the instructor is made aware of any special needs.

6. Computing policy at SMMC:

- a. Authorized users of SMMC or other clinical affiliates institutional networks are those individuals who have been granted a username and password. Unauthorized use of usernames or passwords is prohibited
- b. Use of computer systems in the clinical setting is limited to authorized patient data entry. Unauthorized access or attempts to access privileged patient information is a HIPAA violation and may result in dismissal from the SMI.
- c. Students are provided access to the Internet through computers located in the School of Nursing Library, the computer lab and the SMI office. **Internet access is limited to assigned research projects.** Students may not access personal e-mail accounts (such as Hotmail or Yahoo) from these computers. Non school related use of the internet is prohibited. Students may access the internet via computers located in the Mojo/vending area in the hospital.
- d. Internet access at SMMC is monitored by Information Services. Any attempts to download material of an obscene nature may result in dismissal from the SMI.
- e. Students have access to computers located in the computer lab next to the SMI classroom. Students may not store information of the hard drive of these computers.
- f. Users must adhere to the ethical standards governing copyright, software licensing, and intellectual property.
- g. Suspected violation of these guidelines constitutes unacceptable use of information resources, and may violate other institutional policies and/or state and federal law including HIPPA. Suspected or known violations should be reported to the appropriate supervisory authority. The SMI and/or law enforcement agencies will process violations.
- h. Violations may result in revocation of computing resource privileges, academic dishonest proceedings, disciplinary action or legal action.
- i. Violations are subject to the appeal or grievance process.
- j. Students should refer to SOMI computer policy in the CFE Student handbook

Proposed Course Schedule.

Specific Assignment Schedule to be announced.