ANSC 263  
Exotic and Laboratory Animal Procedures  
Mondays 8:45am-11:15am at Hale Palanakila 102 CRN: 64376

INSTRUCTOR: Dani Carico, CVT  
OFFICE: Hale Kako'o 126  
OFFICE HOURS: Mondays 11:30-12:30pm  
TELEPHONE: 236-9165  
EMAIL: caricod@hawaii.edu  
EFFECTIVE DATE: August 20, 2018

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College is committed to excellence in the liberal arts and career development; we support and challenge individuals to develop skills, fulfill their potential, enrich their lives, and become contributing, culturally aware members of our community.

CATALOG DESCRIPTION

Introduction to the care and use of laboratory animals and exotics. Includes training in restraint, nursing, and husbandry of common laboratory animal species and exotics (rats, mice and rabbits). This course is intended for students entering lab animal medicine, veterinary technology, veterinary assisting or other animal-related fields (3 hrs. lecture).

Prerequisite: Credit for ANSC 151 and ANSC 151L.

Activities Required at Scheduled Times Other Than Class Times:  
Students enrolled in ANSC 263 are required to be enrolled in ANSC263L and attend scheduled labs on and off campus.

STUDENT LEARNING OUTCOMES

Upon successful completion of ANSC 263, the student should be able to:

1) Comply with national and institutional regulations regarding the care and use of laboratory animals.

2) Recognize common lab animal and exotic species and safely restrain them for laboratory procedures.

3) Administer drugs and medications using appropriate sites and routes (IV, IM, SQ and Oral Dosing).

4) Humanely collect blood samples from mice, rats and rabbits.

5) Describe the signs and treatments for common diseases of lab animals and exotics.

6) Explain anesthetic and recovery procedures.
COURSE CONTENT

Concepts or Topics
The student will describe and integrate basic biological principles and define basic biological terms presented in lecture, laboratory, required texts, and other instructional materials.

Topics include:
- Regulations regarding the care and use of laboratory animals
- Occupational health and safety
- Potential for zoonotic diseases
- Sanitation procedures
- Ethics of animal use
- Types of laboratory animal facilities
- Types of primary enclosures
- Feeding and watering devices
- Biosafety levels
- Lab Animal Protocols and IACUC approvals
- Animal identification procedures (tags, tattoos, etc)
- Anatomy and physiology of common laboratory animals
- Animal behavior
- Assessing vital signs, reflexes and general health of laboratory animals
- Restraint techniques
- Blood collection techniques
- Administration of medications
- Common diseases of laboratory animals: signs, pathology, and treatment
- Husbandry and nutrition
- The research process
- Care of non-human primates and exotics
- Methods of administering anesthesia and analgesia
- Methods of euthanasia and disposal
- Basic husbandry, anatomy, and care for exotics

COURSE TASKS

1) Attend class at scheduled times.
2) Complete assigned readings and other assignments on Laulima prior to lecture.
3) Participate in class discussions.
4) Complete 3 review lecture exams, a final exam and any unannounced quizzes
5) Turn in a completed notebook that is in order and written with black ink.
ASSESSMENT TASKS AND GRADING

ATTENDANCE (25 points): Attendance is mandatory and defined as being present in class for at least 75% of the class period and is worth 25 points toward the final grade. Each student is allowed one absence and tardy without penalty. Each unexcused absence or tardy above one will result in a deduction of 10 points from the student’s attendance score. Students with more than three un-excused absences will receive an “F” grade in the class. Students who do not participate in class discussions or comes un-prepared to participate in these activities will have points deducted from their attendance score.

NOTEBOOK (25 points): Students are REQUIRED to take detailed notes during lecture. These notes must be handwritten and kept in a binder as your 263 notebook. Worksheets and other study materials will be given in class. Students will be required to have them completed and kept in order, in the notebook along with their notes and other handouts that will be graded at the end of the semester.

REVIEW BOOK (25 points): A review book is at the bookstore that covers all testable materials for your quizzes and exams. This resource is to be filled out completely for 25 points. This review book will be turned in at the end of the semester. In order for students to get points on their review book, they must have all the worksheets filled out in black ink or they will receive a deduction of 2 points for each number with missing content or not using black ink up to a max of 25 points.

DISCUSSIONS & ASSIGNMENTS (75 points): All students are required to discuss topics and complete assignments listed on Laulima or Canvas that are posted by the instructor. Discussions must entail a response to the topic and a response to at least 2 of your fellow students. Max points are given if students are able to follow the directions and complete the discussions and assignments on time.

QUIZZES (125 points): There will be 10 cumulative quizzes given at the testing center. All quizzes are timed. 10-15 point quizzes will be completed in 10 minutes and 20 point quizzes will be completed in 15 minutes. Quizzes will be based on textbook, notebook and lecture content from previous classes. All quizzes are only short answer or fill in the blank, true false, and multiple choice.

EXAMS (150 points total-50 points for each exam): The student will take three review exams (cumulative) at the WCC testing center to demonstrate knowledge and understanding of information presented in the lectures, laboratory instruction, worksheets and text readings.

FINAL EXAM (175 points). The final exam is cumulative.

METHOD OF GRADING
The assignment of points will be according to the following:

<table>
<thead>
<tr>
<th>Task</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>25</td>
</tr>
<tr>
<td>Notebook</td>
<td>25</td>
</tr>
<tr>
<td>Review Book</td>
<td>25</td>
</tr>
<tr>
<td>Discussions &amp; Assignments</td>
<td>75</td>
</tr>
<tr>
<td>Quizzes</td>
<td>125</td>
</tr>
<tr>
<td>Exams</td>
<td>150</td>
</tr>
<tr>
<td>Final Exam</td>
<td>175</td>
</tr>
</tbody>
</table>
TOTAL 600 points

GRADING SCALE ESTIMATE

<table>
<thead>
<tr>
<th>Total Points</th>
<th>Percentage Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>540-600</td>
<td>90-100</td>
<td>A</td>
</tr>
<tr>
<td>480-539</td>
<td>80-89</td>
<td>B</td>
</tr>
<tr>
<td>420-479</td>
<td>70-79</td>
<td>C</td>
</tr>
<tr>
<td>360-419</td>
<td>60-69</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 359</td>
<td>0-59</td>
<td>F</td>
</tr>
</tbody>
</table>

Grades may be curved at the instructor’s discretion; however, the student should use the above grading scale to evaluate their performance throughout the class. If you miss an exam or quiz because of an illness or legitimate emergency, you must contact the instructor **within 48 hours** to arrange a time to take a make-up exam or quiz. The instructor may request that the student present evidence of the illness or emergency that caused the student to miss the exam/quiz. If the student misses an exam/quiz for any other reason, the student may be prohibited from taking a make-up exam/quiz, thus failing to receive any points for the missed exam/quiz. While make-up exams/quizzes will cover the same content area, the exam/quiz format and specific questions may be different.

ACADEMIC DISHONESTY

**Students involved in academic dishonesty will receive an "F" grade for the course.**

Academic dishonesty includes cheating on any testing material and plagiarism. Students are prohibited from discussing any testing material with each other once they have taken any exam. See the 2010-2011 course catalog for a description of the University’s policies concerning academic dishonesty.

LEARNING RESOURCES


Lecture Outlines: Power point lectures and work sheets will be given at the beginning of each lecture.

Canvas: Your instructor has created a Canvas website to accompany this course. To access, go to https://windwardcc.instructure.com/login/canvas. Login using your UH username and password.

Additional Information

STUDENT RESPONSIBILITIES

The student is expected to attend lectures, participate in all course activities, and complete all Exams, quizzes and course assignments on time. Please be considerate to other students by turning off any cell phones or beepers during class. Any changes in the course schedule, such as examination dates, deadlines, etc., will be announced ahead of time on the course website. It is the student's responsibility to be informed of these changes. It is the student's responsibility to be informed about deadlines critical to making registration changes (e.g., last day for making an official withdrawal).
HOW TO SUCCEED IN THIS CLASS
Although you can download all lecture and course materials, you will not succeed in this class without attending lecture and taking detailed notes on the corresponding material in the textbook and notebook. Merely reading the chapter will not suffice. Science courses generally require a minimum of two to three hours of independent study time for each hour in class. It is your responsibility to allocate the appropriate amount of time needed for study and be realistic about all personal and professional commitments that may cut into your study time. All materials covered in Lab are also subject for testing in this class.

ACCOMODATION FOR STUDENTS WITH DISABLITIES
If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale ʻAkoakoa 213 for more information.

TITLE IX
Title IX prohibits discrimination on the basis of sex in education programs and activities that receive federal financial assistance. Specifically, Title IX prohibits sex discrimination; sexual harassment and gender-based harassment, including harassment based on actual or perceived sex, gender, sexual orientation, gender identity, or gender expression; sexual assault; sexual exploitation; domestic violence; dating violence; and stalking. For more information regarding your rights under Title IX, please visit: https://windward.hawaii.edu/Title_IX/.

Windward Community College is committed to the pursuit of equal education. If you or someone you know has experienced sex discrimination or gender-based violence, Windward CC has resources to support you. To speak with someone confidentially, contact Karla Silva-Park, Mental Health Counselor, at 808-235-7468 or karlas@hawaii.edu or Kaahu Alo, Designated Confidential Advocate for Students, at 808-235-7354 or kaahualo@hawaii.edu. To make a formal report, contact the Title IX Coordinator at 808-235-7393 or wcctix@hawaii.edu.

ACADEMIC INTEGRITY
Work submitted by a student must be the student’s own work. The work of others should be explicitly marked, such as through use of quotes or summarizing with reference to the original author.

Students can upload papers to http://www.TurnItIn.com to have papers checked for authenticity, highlighting where the paper potentially fails to appropriately reference sources.

In this class, students who commit academic dishonesty, cheating or plagiarism will have the following consequence(s):

Students will receive a failing grade for plagiarized assignments.

All cases of academic dishonesty are referred to the Vice Chancellor for Student Affairs.
**ALTERNATE CONTACT INFORMATION**

If you are unable to contact the instructor, have questions that your instructor cannot answer, or for any other issues, please contact the Academic Affairs Office:

- **Location:** Alakai 121
- **Phone:** 808-235-7422
- **Email:** wccaa@hawaii.edu

<table>
<thead>
<tr>
<th>Week</th>
<th>Date</th>
<th>Monday Class 8:45a-11:15a</th>
<th>Thursday Lab 9a-11:45a</th>
<th>Thursday Lab 1p-3:45p</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>8/20</td>
<td>Course Introduction/Introduction to Lab Animal Care</td>
<td>Course Introduction/CITI PROGRAM/Protocols</td>
<td>Course Introduction/CITI PROGRAM/Protocols</td>
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<tr>
<td>2</td>
<td>8/27</td>
<td>Intro to Lab animal Care/Research Environment</td>
<td>OSHA- PPE, SOP’s- Injection Training, JABSOM Rules</td>
<td>OSHA- PPE, SOP’s- Injection Training, JABSOM Rules</td>
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<tr>
<td>3</td>
<td>9/3</td>
<td><strong>Labor Day- No Class</strong></td>
<td>CITI Program DUE/JABSOM- Orientation</td>
<td>CITI Program DUE/JABSOM- Orientation</td>
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<tr>
<td>4</td>
<td>9/10</td>
<td>The Rat &amp; Mouse</td>
<td>JABSOM- Orientation/ Research Environment</td>
<td>JABSOM- Orientation/ Research Environment</td>
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<td>5</td>
<td>9/17</td>
<td>The Rat &amp; Mouse</td>
<td>JABSOM-Research Environment/ Mouse</td>
<td>JABSOM-Research Environment/ MOUSE</td>
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<tr>
<td>6</td>
<td>9/24</td>
<td>Exam 1</td>
<td>JABSOM MOUSE-Husbandry, Restraint, Sexing</td>
<td>JABSOM MOUSE-Husbandry, Restraint, Sexing</td>
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<tr>
<td>7</td>
<td>10/1</td>
<td>The Guinea Pig</td>
<td>JABSOM MOUSE-Procedures</td>
<td>JABSOM MOUSE-Procedures</td>
</tr>
<tr>
<td>9</td>
<td>10/15</td>
<td>The Rabbit</td>
<td>RABBIT LAB</td>
<td>RABBIT LAB</td>
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<tr>
<td>10</td>
<td>10/22</td>
<td>Exam 2</td>
<td>RABBIT LAB</td>
<td>RABBIT LAB</td>
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<tr>
<td>11</td>
<td>11/29</td>
<td>Non-Human Primates</td>
<td>ZOO Field Trip- Primates</td>
<td>ZOO Field Trip- Primates</td>
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<tr>
<td>12</td>
<td>11/5</td>
<td>Exotics- Avian</td>
<td>BIRD LAB – A &amp; P</td>
<td>BIRD LAB – A &amp; P</td>
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<tr>
<td>13</td>
<td>11/12</td>
<td><strong>Veterans Day No Class</strong></td>
<td>Avian- Skills</td>
<td>Avian Skills</td>
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<tr>
<td>14</td>
<td>11/19</td>
<td>Exam 3</td>
<td>Thanksgiving- No LAB</td>
<td>Thanksgiving- No Lab</td>
</tr>
<tr>
<td>15</td>
<td>11/26</td>
<td>Exotics- Reptiles/ Amphibians</td>
<td>FISH LAB</td>
<td>FISH LAB</td>
</tr>
<tr>
<td>16</td>
<td>12/3</td>
<td>Exotics- Non Traditional Animals</td>
<td>Reptile and Amphibian LAB</td>
<td>Reptile and Amphibian LAB</td>
</tr>
<tr>
<td>17</td>
<td>12/10-12/13</td>
<td>Your Final Exam will be taken on Laulima at the testing center any time they are open 12/11 thru 12/13</td>
<td>FINALS Cleaning</td>
<td>FINALS Cleaning</td>
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</tbody>
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