

New Course (Non-Gen Ed) Proposal Form

EV 3 - (U-AA) - 2017

Office of the Registrar

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11/17/17

Faculty Name

Classroom

11/17/17

11/17/17

11/17/17

Additional Testing:

papers will be able to identify the various papers issued and the treatment of them



Technology

Does this course replace another existing course? Yes No

Are any special courses or services associated with this course? Yes No

If yes, explain the need for fees:

* Note: All fees are subject to approval by the Board of Trustees.

- Laboratory
- Materials
- Supplies
- Textbooks

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INSTRUCTOR Charles Matson, PhD., RRT
Associate Professor

PHONE Office (478) 757-2638 Cell (478) 737-0556

E-MAIL charles.matson@mga.edu

**CLASS HOURS/
LOCATION** M, W 0800 – 0930 Room Jones 186

OFFICE Jones 270

OFFICE HOURS Monday and Tuesday: 1300 - 1700
Other times by appointment

TEXT Wilkins, R. Stoller, L. & Kacmarek, R. Eds. Fundamentals of
respiratory care, 10th Ed.
NOTE: This textbook is on reserve in the library

COMMUNICATION Besides the classroom and office hours I am available to answer questions through MGA BRIGHTSPACE D2L. My cell phone number is listed in this syllabus and I can be contacted at home before 9:00 pm

COURSE PREREQUISITE Enrollment in the BS Respiratory Therapy Program.

COURSE This is a study of respiratory care outside the acute care facility. Topics include

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**GRADE
REQUIREMENTS**

20% Class discussions

60% Exams and chapter questions

20% Final Exam

100% Total

EVALUATION

answer, T/F, multiple choice, essay, research paper, group presentation, or any combination of the above

ASSIGNMENTS

All assignments will be on line. The dates and times are time sensitive and are posted so please arrange your schedule to complete the assignment at the posted time.

FINAL EXAM

The Final Exam will critiquing of peer reviewed quantitative research and peer reviewed qualitative research.

**CHAPTER
QUESTIONS**

You will be required to answer the questions at the end of each chapter and submit them in BrightSpace D2L - assignment section

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department in the library for help. Sending me files thru e-mail is not acceptable
and will receive a 10% grade reduction.

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have their assignments submitted through the service in order to meet

requirements for this course. The papers will be retained by the service for the

sole purpose of checking for plagiarized content in future student submissions.”

Students are expected to turn in their own work. Students who violate the academic integrity policy of Macon State College will be adjudicated in compliance with the MSC Student Code of Conduct and may receive an “F” for the course

The service will be used to check originality. Articles/Papers must be

electronically submitted in Microsoft word format. The college policy on

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persistently participates in disruptive behavior. If the problem becomes chronic, the student(s) will be assigned a grade of "F" in the course and face other consequences determined by the institution's administration."

ON-LINE
ETIQUETTE

"Taking an online course and corresponding via the World Wide Web presents communication with the task of expressing the task of non-verbal in

communication. When taking a course online, it is important to remember several points of etiquette that will smooth communication between the students and their instructors." *

1. **Avoid language that may come across as strong or offensive.** Language can be easily misinterpreted in written communication. If a point must be stressed, review the statement to make sure that an outsider reading it would not be offended, then post the statement. Humor and sarcasm may easily be misinterpreted as well as try to be as matter of fact and professional as

possible.

2. **Keep writing to a point and stay on topic.** Online courses require a lot of reading. When writing, keep sentences relevant and brief so that readers do

DELAYED
OPENING OF

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If classes are officially canceled (posted on the MGA website) for a scheduled
class day, students will have the option of attending the class on an alternate

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PROPOSED COURSE SCHEDULE

Date	Topic	Text chapter	Assignments
Week 1	Review Syllabus Introduction of class The Rationel for Respiratory Care		