# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC)PROPOSAL FORM

## Cover page roll over blue text to see further important [instructions](#instructions): please read.

**N.B. DO NOT USE HIGHLIGHT, JUST DELETE THE WORDS THAT DO NOT APPLY TO YOUR PROPOSAL**

**ALL numbers in section (A) need to be completed, including the impact ones.**

|  |  |  |
| --- | --- | --- |
| A.1. [Course or program](#Proposal) | **Health Sciences 105 medical Terminology** |  |
| [Replacing](#Ifapplicable)  |  |  |
| A.2. [Proposal type](#type) | **Course: creation** **Program:**  |  |
| A.3. [Originator](#Originator) | **Eric Hall** | [Home department](#home_dept) | **Biology/Health Sciences** |
| A.4. [Rationale](#Rationale) | **A medical terminology course is a fundamental offering in any Health Science program. The addition of this course fills an academic need and will be examined in the future as a mandatory course for all Health Sciences concentrations, and a possible elective for other programs. The course has been offered as part of the Training Responsible Adults as Medical Assistants (TRAMA) program for many years and has a well-established syllabus and instructional history.** |
| A.5. [Date submitted](#date_submitted) | **9/21/2016** | A.6. [Semester effective](#Semester_effective) | **Fall 2017** |
| A.7. [Resource impact](#Resource) | *[Faculty PT & FT](#faculty" \o "Need to hire new full-time or part-time faculty? This is where you indicate if this proposal will be affecting FLH in your department/program.)*:  | **NA** |
|  | [*Library*:](#library) | **NA** |
|  | [*Technology*](#technology) | **NA** |
|  | [*Facilities*](#facilities): | **NA** |
| A.8. [Program impact](#prog_impact) | **Fills a missing academic need. No other program is impacted.** |
| A.9. [Student impact](#student_impact) | **Expanded course offerings for the growing Health Sciences program** |
| A.10. The following screen tips are for information on what to do about catalog copy until the new CMS is in place; check the “Forms and Information” page for updates. [Catalog page.](#catalog)  [Where are the catalog pages](#catalog)? [Several related proposals](#catalog)? Do **not** list catalog pages here. **All** catalog copy for a proposal must be contained within a **single** file; put page breaks between sections. Make sure affected program totals are correct if adding/deleting course credits. |

B. [NEW OR REVISED COURSES](#delete_if) **DELETE THE WORDS THAT DO NOT APPLY TO YOUR PROPOSAL within specific categories, but do not delete any of the categories. DO NOT use highlight. Delete this whole page if this proposal does not include a new or revised course.**

|  | Old ([for revisions only](#Revisions)) | New |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title)  |  | **HSCI 105** |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title)  |  | **Medical Terminology** |
| B.4. [Course description](#description)  |  | This course will provide students with a basic medical terminology vocabulary for use in the health care setting |
| B.5. [Prerequisite(s)](#prereqs) |  | **None** |
| B.6. [Offered](#Offered) |  | **Fall | Spring**  |
| B.7. [Contact hours](#contacthours)  |  | **2** |
| B.8. [Credit hours](#credits) |  | **2** |
| B.9. [Justify differences if any](#differences) |  |
| B.10. [Grading system](#grading)  |  | **Letter grade** |
| B.11. [Instructional methods](#instr_methods) |  | **Lecture**  |
| B.12.[Categories](#required) |  | **Free elective |**  |
| B.13. Is this an Honors course? |  | **NO** |
| B.14. [General Education](#ge)N.B. Connections must include at least 50% Standard Classroom instruction. |  | **NO** |
| B.15. [How will student performance be evaluated?](#performance) |  | **Attendance | Class participation | Exams | Presentations |** **Class Work | Quizzes**  |
| B.16. [Redundancy statement](#competing) |  |  |
| B. 17. Other changes, if any |  |

| B.18**.** [**Course learning outcomes**](#outcomes) | [**Standard(s)**](#standards) | [**How will they be measured**](#measured)**?** |
| --- | --- | --- |
| **Course Outcomes:*** Use prefixes, suffixes, word roots, and combining vowels to build and define medical terms.
* Relate the terminology to the names, locations, and functions of the major organs of the body systems.
* Describe the terms utilized for the major disease processes including symptoms, diagnosis, diagnostic testing, surgeries, and therapies.
* Acquire a basic speaking vocabulary.
* Use basic medical language in written communication.
* Interpret the meaning of medical terms used in written and verbal communication.
* Utilize appropriate sources of information, including the internet, in learning about medical terminology
 |  | Exams, Presentations and quizzes |
|  |  |  |
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| B.19. [**Topical outline**](#outline) |
| --- |
| **Course description:** This course will provide students with a basic medical terminology vocabulary for use in the health care setting. Students receive a thorough grounding in basic medical terminology through a study of root words, prefixes, and suffixes. The study focuses on correct pronunciation, spelling and use of medical terms. Anatomy, physiology, and pathology of disease are discussed yet no previous knowledge of these topics is necessary.**Course Objectives:*** Describe how medical terms are created.
* Use basic medical suffixes and prefixes accurately.
* Define directional terms and anatomic planes of the body.
* Identify selected body systems structures and their related word parts.
* Use system word parts, prefixes, and suffixes to build and define words.
* Define medical terms related to selected diseases.
* Define selected diagnostic and surgical procedural terms for each body system.
* Recognize selected abbreviations related to each body system.
* Spell, pronounce, and use specific medical terms.

 **Textbook:** Gylys, Barbara A., Masters, Regina M., Medical Terminology Express A Short Course Approach by Body System, Second Edition, F.A. Davis Company |

### D. Signatures

##### D.1. Approvals

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to curriculum@ric.edu and a printed or electronic signature copy of this form to the current Chair of UCC. Check UCC website for due dates.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Eric Hall | Director of Health Related Programs/Biology |  |  |
| Earl Simson | Dean of Arts and Sciences |  |  |
|  |  |  | Tab to add rows |

##### D.2. [Acknowledgements](#acknowledge)

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
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