

Monmouth College: Fall 2015  
**CLAS-225-01 Medical Terminology**, .5 credits  
TH 12:30-1:45, MM 107

Instructor: Dr. Wine, office WH 19 x2341; T 2:00-2:15 and by appointment

**Course Description:**

This course examines Greek and Latin word elements in a variety of medical language contexts. It also considers ways to use technical dictionaries in order to understand and use medical terminology and the Greek and Latin roots on which it is based. The course enables students to become more conscious of words and their history, to increase their English vocabulary through their study of how words are formed, to practice using a dictionary effectively, and to practice writing, pronouncing, and recognizing medical terminology.

**Texts:**

*Taber's Cyclopedic Medical Dictionary*. 21st ed. Philadelphia: F.A. Davis Company, 2009. 978-0-8036-1559-5

McKeown and Smith. *Hippocrates Code*. 2014. Available to order at this link:  
<http://www.lulu.com/content/paperback-book/the-hippocrates-code/15335642>

Not required: Ayers, Donald M. *Bioscientific Terminology: Words from Latin and Greek Stems*. Tucson: University of Arizona Press, 1972. 978-0-8165-0305-6

**Class Goals, Format, and Evaluation:**

Quizzes count as 40% of the final grade, daily homework and participation as 30 %, the final exam as 25% of the final grade, and attendance at both diagnostic exams as 5%.

Quizzes may be made up within two weeks for half credit. Quizzes taken on time may be corrected for half credit on points lost. There are enough extra credit points on all the quizzes and from corrections to cover the points lost on up to three missed quizzes, even for excused absences.

Participation in class doesn't require all correct answers, but does require attendance and responding to questions.

**Grading scale:** A (100-91), B (90-80), C (79-68), D (67-57).

**Schedule:** The following schedule shows when material will be covered in class. The instructor may make modifications announced in class, however, as necessary, based on class needs and preferences; it is the student's responsibility to be aware of changes made in class.

Week 1. Latin: prefixes

T/ Aug 25. introduction: combining forms; diagnostic exam #1

H/ Aug 27. 1-3

Week 2. suffixes

T/ Sep 1. 4-6

H/ Sep 3. quiz

Week 3. nouns

T/ Sep 8. 7-9

H/ Sep 10. 10-12

Week 4. adjectives

T/ Sep 15. quiz

H/ Sep 17. 13-14

Week 5. Greek: prefixes

T/ Sep 22. 15-17

H/ Sep 24. quiz

Week 6. suffixes

T/ Sep 29. 18-20

H/ Sep 31. 21-23

Week 7. suffixes

T/ Oct 6. quiz

H/ Oct 8. 24-26

Week 8. other types of construction

T/ Oct 13. 27-28; diagnostic #2

H/ Oct 15. quiz

## Course Engagement Expectations

This course is scheduled to meet 2 days per week for 75 minutes for half a semester. You should expect to spend on course reading, homework, and assignments approximately three hours outside of class for every hour in class. Assigned activities may take each student a different amount of time to finish, but the weekly average for all students in the course should be 10 hours. Further estimates include:

|   |                   |
|---|-------------------|
| In-class activities                       | 2.5 hours         |
| Reading and studying of text              | 4.0 hours         |
| Assignments                               | 2.0 hours         |
| Review of course materials and class prep | <u>1.5 hours</u>  |
| <b>Average per week</b>                   | <b>10.0 hours</b> |

### Academic Honesty:

Students in this course are encouraged to do their homework together together (identical work which is submitted should be acknowledged).. All other classwork, especially quizzes and exams, must be the student's own work. Plagiarism, i.e., copying someone else's work without giving credit, is to be avoided. Such copying--from a book, another classmate's paper, or any other source--is dishonest.

At Monmouth College we view academic dishonesty as a threat to the integrity and intellectual mission of our institution. Any breach of the academic honesty policy – either intentionally or unintentionally - will be taken seriously and may result not only in failure in the course, but in suspension or expulsion from the college. It is each student's responsibility to read, understand and comply with the general academic honesty policy at Monmouth College, as defined in the Scots Guide (<http://department.monm.edu/stuserv/student-handbook/academic.htm>) and to the specific guidelines for each course, as elaborated on the professor's syllabus.

The following areas are examples of violations of the academic honesty policy:

1. Cheating on tests, labs, etc;
2. Plagiarism, i.e., using the words, ideas, writing, or work of another without giving appropriate credit;
3. Improper collaboration between students, i.e., not doing one's own work on outside assignments unspecified as group projects by the instructor;
4. Submitting work previously submitted in another course, without previous authorization by the instructor.

(This list is not intended to be exhaustive.)

### Writing Center:

The Monmouth College Writing Center offers unlimited, free peer tutoring sessions for students at MC. Peer writing tutors work with writers from any major, of any writing ability, on any type of writing assignment, and at any stage of their writing processes, from planning to drafting to revising to editing. We are located on the 3rd floor of the Mellinger Teaching and Learning Center, and we are open Sunday-Thursday 7-10pm and Monday-Thursday 3-5pm on a first-come, first-served basis. No appointment necessary! Learn more about the Writing Center at our website:

<http://writingatmc.wordpress.com/writing-center/>

**Teaching & Learning Center (TLC):**

The Teaching and Learning Center offers various resources to assist Monmouth students with their academic success. All programs are FREE to Monmouth students and are here to help you excel academically. Our services are not just for struggling students, but designed to assist all students to get better grades, learn stronger study skills, and be able to academically manage your time here. Visit them at the 2<sup>nd</sup> floor of Poling Hall from 8am-4:30pm or on line at <http://www.monmouthcollege.edu/academics/support/tlc>. They can also be reached at: [tlc@monmouthcollege.edu](mailto:tlc@monmouthcollege.edu) or 309-457-2257. They want to help you – it's COOL to get the help early!

**Disability Support Services:**

Monmouth College wants to help all students be as academically successful as possible. It is the goal of Monmouth College to accommodate students with disabilities pursuant to federal law, state law, and the college's commitment to equal educational opportunity. Any student with a disability who needs an accommodation should speak with the Teaching and Learning Center. The Teaching and Learning Center is located on the 2<sup>nd</sup> floor of Poling Hall, 309-457-2257, or <http://www.monmouthcollege.edu/life/disability-services>.

**Caveat:**

This syllabus is subject to revision by the instructor, provided that written or verbal notice is given in class.