

The University of Texas at Tyler
Department of Literature and Languages
SPAN 4302/5302 Medical Spanish II
Spring 2023, Online

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Office hours: by email and, by arrangement, through Zoom.

Course material (available at UT Tyler Barnes and Noble Bookstore):

Jarvis, Ana C and Raquel Lebrede. *Spanish For Medical Personnel*. 2nd ed. Boston: Cengage Learning, 2021. ISBN: 9780357663950.

NOTE: IF YOU TOOK THE FIRST HALF OF THE COURSE IN THE FALL, THEN YOU SHOULD STILL HAVE ACCESS TO MINDTAP AND NOT NEED TO PURCHASE FURTHER ACCESS.

Course Description: SPAN 4302/5302 is a continuation of SPAN 4301/5301 (it is not necessary to have taken the first half of the course in order to take the second half; you may take the first half in next summer or fall if you wish). This course offers the basic vocabulary, medical terminology, as well as pertinent grammatical structures to facilitate communication with the Spanish-speaking community.

Course Objectives and Learning Outcomes:

- be familiar with “real-world” medical terminology necessary to communicate with Spanish-speaking clients/patients;
- have an understanding of basic grammatical structures;
- have a greater understanding of the cultures of Spanish-speaking patients;

Note: Student’s learning will be verified through homework assignments and two examinations.

Exams: There will be two exams during the term. The first exam will cover the material from Lecciones 11-15; the second exams will cover Lecciones 16-20. Exam weeks are given below in course schedule. Exams will be downloaded from Canvas and written answers will be sent to the instructor (via Canvas) for evaluation. Oral questions for the exams will be delivered by Canvas video. The student will be given two (2) weeks to complete each exam.

Homework: Weekly online homework exercises will be delivered through Cengage MindTap.

Evaluation:

Homework—weekly assignments	60%
Examinations	40%
	100%

Grading Scale:

- 100-90%=A
- 89-80% =B
- 79-70% =C
- 69-60% =D
- 59-00% =F

Course Schedule (NOTE: Each week/lección refers to homework exercises on MindTap):

- Week 1, Jan. 09: Lección 11
- Week 2, Jan. 16: Lección 12
- Week 3, Jan. 23: Lección 13
- Week 4, Jan. 30: Lección 14
- Week 5, Feb. 6: Lección 15
- Week 6, Feb. 13: EXAMEN I
- Week 7, Feb. 20: EXAMEN I
- Week 8, Feb. 27: Lección 16
- Week 9, Mar. 7: Lección 17
- Week 10, Mar. 13: Spring Break—No homework given
- Week 11, Mar. 20: Lección 18
- Week 12, Mar. 27: Lección 19
- Week 13, Apr. 4: Lección 20
- Week 14, Apr. 10: EXAMEN II
- Week 15, Apr. 17: EXAMEN II

University Policies and Information

- **Withdrawing from Class - Students you are allowed to [withdraw \(Links to an external site.\)](#) (drop) from this course through the University's [Withdrawal Portal \(Links to an external site.\)](#). Texas law prohibits students who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at other 2-year or 4-year Texas public colleges and universities. Make sure to consider the impact withdrawing from this class has on your academic progress as well as the financial implications. We encourage you to consult your advisor(s) and financial aid for additional guidance. CAUTION #1: Withdrawing before census day does not mean you get a full refund. Please see the [Tuition and Fee Refund Schedule \(Links to an external site.\)](#). CAUTION #2: All international students must check with the [Office of International Programs \(Links to an external site.\)](#) before**

withdrawing. All international students are required to enroll full-time for fall and spring terms.

- **Final Exam Policy:** Final examinations are administered as scheduled. If unusual circumstances require that special arrangements be made for an individual student or class, the dean of the appropriate college, after consultation with the faculty member involved, may authorize an exception to the schedule. Faculty members are required to maintain student final examination papers for a minimum of three months following the examination date.
- **Incomplete Grade Policy:** If a student, because of extenuating circumstances, is unable to complete all of the requirements for a course by the end of the semester, then the instructor may recommend an Incomplete (I) for the course. The "I" may be assigned in lieu of a grade only when all of the following conditions are met: (a) the student has been making satisfactory progress in the course; (b) the student is unable to complete all course work or final exam due to unusual circumstances that are beyond personal control and are acceptable to the instructor; and (c) the student presents these reasons prior to the time that the final grade roster is due. The semester credit hours for an Incomplete will not be used to calculate the grade point average for a student.

The student and the instructor must submit an Incomplete Form detailing the work required and the time by which the work must be completed to their respective department chair or college dean for approval. The time limit established must not exceed one year. Should the student fail to complete all of the work for the course within the time limit, then the instructor may assign zeros to the unfinished work, compute the course average for the student, and assign the appropriate grade. If a grade has not been assigned within one year, then the Incomplete will be changed to an F, or to NC if the course was originally taken under the CR/NC grading basis.

- **Grade Appeal Policy:** - UT Tyler's Grade Appeal policy requires the completion of a Grade Appeal form for this action to take place. The grade appeal begins with the instructor of your course. If you do not agree with the decision of the instructor, you may then move your appeal to the department chair/school director for that course. If you are still dissatisfied with the decision of the chair/director, you may move the appeal to the Dean of the College offering that course who has the final decision. Grade appeals must be initiated within sixty (60) days from the date of receiving the final course grade. The Grade Appeal form is found on the [Registrar's Form Library](#). ([Links to an external site.](#))
- **Disability/Accessibility Services:** The University of Texas at Tyler has a continuing commitment to providing reasonable accommodations for students with documented disabilities. Students with disabilities who may need accommodation(s) in order to fully participate in this class are urged to contact the Student Accessibility and Resources Office (SAR) as soon as possible to explore what arrangements need to be made to ensure access. If you have a disability, you are encouraged to visit the [SAR Portal](#) ([Links to an external site.](#)) (<https://hood.accessiblelearning.com/UTTyler/> ([Links to an external site.](#))) and complete the New Student Application. For more information, please visit the [SAR webpage](#) ([Links to an external site.](#)) or call 903.566.7079.

- **Military Affiliated Students:** UT Tyler honors the service and sacrifices of our military affiliated students. If you are a student who is a veteran, on active duty, in the reserves or National Guard, or a military spouse or dependent, please stay in contact with me if any aspect of your present or prior service or family situation makes it difficult for you to fulfill the requirements of a course or creates disruption in your academic progress. It is important to make me aware of any complications as far in advance as possible. I am willing to work with you and, if needed, put you in contact with university staff who are trained to assist you. Campus resources for military affiliated students are in the [Military and Veterans Success Center \(MVSC \(Links to an external site.\)\)](#). The MVSC can be reached at MVSC@uttyler.edu, or via phone at 903.565.5972.
- **Academic Honesty and Academic Misconduct:** The UT Tyler community comes together to pledge that "Honor and integrity will not allow me to lie, cheat, or steal, nor to accept the actions of those who do." Therefore, we enforce the [Student Conduct and Discipline policy \(Links to an external site.\)](#) in the Student Manual Of Operating Procedures (Section 8).
- **FERPA - UT Tyler follows the Family Educational Rights and Privacy Act (FERPA) as noted in [University Policy 5.2.3 \(Links to an external site.\)](#).** The course instructor will follow all requirements in protecting your confidential information.
- **COVID Guidance**
 - *Information for Classrooms and Laboratories:* Students are required to wear face masks covering their nose and mouth, and follow social distancing guidelines, at all times in public settings (including classrooms and laboratories), as specified by [Procedures for Fall 2020 Return to Normal Operations \(Links to an external site.\)](#). The UT Tyler community of Patriots views adoption of these practices consistent with its [Honor Code \(Links to an external site.\)](#) and a sign of good citizenship and respectful care of fellow classmates, faculty, and staff.

Students who are feeling ill or experiencing symptoms such as sneezing, coughing, or a higher than normal temperature will be excused from class and should stay at home and may join the class remotely. Students who have difficulty adhering to the Covid-19 safety policies for health reasons are also encouraged to join the class remotely. Students needing additional accommodations may contact the Office of Student Accessibility and Resources at University Center 3150, or call (903) 566-7079 or email saroffice@uttyler.edu.

- *Recording of Class Sessions:* Class sessions may be recorded by the instructor for use by students enrolled in this course. Recordings that contain personally identifiable information or other information subject to FERPA shall not be shared with individuals not enrolled in this course unless appropriate consent is obtained from all relevant students. Class recordings are reserved only for the use of students enrolled in the course and only for educational purposes. Course recordings should not be shared outside of the course in any form without express permission.
- **Absence for Official University Events or Activities:** This course follows the practices related to approved absences as noted by the Student Manual of Operating Procedures ([Sec. 1 -501 \(Links to an external site.\)](#)).

- **Absence for Religious Holidays:** Students who anticipate being absent from class due to a religious holiday are requested to inform the instructor by the second class meeting of the semester.
- **Campus Carry:** We respect the right and privacy of students who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>.

Email: Email for this class will be checked regularly on weekdays between 10:30 a.m.-5:00 p.m. Email will be responded to within twenty-four hours on weekdays (excluding vacations periods). Email will not be responded to on weekends. On occasion, a faculty meeting, student meeting, or appointment may prevent me from checking email during the scheduled time; however, email will be checked as soon as possible after or before the meeting or appointment.

Note: This course is enrolled in Canvas. The instructor will use the site for posting the syllabus, exams, grades and for making announcements. The instructor reserves the right to make small changes to the syllabus at his discretion and according to how the course develops during the term. Any such changes will be announced in class and posted on Canvas. Not reading or understanding the syllabus does not excuse a student from course deadlines and obligations. Please direct all questions about the syllabus to the instructor.