**Trial Course or New Course Proposal**

**SUBMITTED BY:**

<table>
<thead>
<tr>
<th>Department</th>
<th>Interior-Aleutians Campus</th>
<th>College/School</th>
<th>College of Rural and Community Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prepared by</td>
<td>Suzanne Nolan</td>
<td>Phone</td>
<td>474-5716</td>
</tr>
<tr>
<td>Email Contact</td>
<td><a href="mailto:ftskn@uaf.edu">ftskn@uaf.edu</a></td>
<td>Faculty Contact</td>
<td>Suzanne Nolan</td>
</tr>
</tbody>
</table>

1. **ACTION DESIRED**

   (CHECK ONE):
   - [ ] Trial Course
   - [X] New Course

2. **COURSE IDENTIFICATION**

<table>
<thead>
<tr>
<th>Dept</th>
<th>Veterinary Sciences (VTS)</th>
<th>Course #</th>
<th>No. of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>VTS</td>
<td></td>
<td>230</td>
<td>3</td>
</tr>
</tbody>
</table>

   Justify upper/lower division status & number of credits:

   Builds and expands on knowledge base created in 100 level Veterinary Science certificate courses. Content aligned with American Veterinary Medical Association curriculum.

3. **PROPOSED COURSE TITLE:**

   Theory of Veterinary Nursing Practice

4. **CROSS LISTED?**

   YES/NO

   (Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

5. **STACKED?**

   YES/NO

   (Requires approval of both departments and deans involved. Add lines at end of form for such signatures.)

6. **FREQUENCY OF OFFERING:**

   Fall (Every or Alternate) Fall, Spring, Summer - or As Demand Warrants

7. **SEMESTER & YEAR OF FIRST OFFERING**

   (if approved)

   Fall 2009

8. **COURSE FORMAT:**

   **Note:** Course hours may not be compressed into fewer than three days per credit. Any course compressed into fewer than six weeks must be approved by the college or school's curriculum council. Furthermore, any core course compressed to less than six weeks must be approved by the core review committee.

   Course format:

<table>
<thead>
<tr>
<th>COURSE FORMAT:</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6 weeks to full semester</th>
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<tbody>
<tr>
<td>(check one)</td>
<td></td>
<td></td>
<td>[X]</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER FORMAT</td>
<td>(specify)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mode of delivery</td>
<td>(specify lecture, field trips, labs, etc)</td>
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<td></td>
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</tr>
</tbody>
</table>

   This course will be delivered primarily in the 6 week to full semester format however it also lends itself to compressed delivery for groups of rural students traveling in to Fairbanks for week long intensive format sessions.

   Distance delivery via audio conference, Blackboard, or Elluminate! Live

9. **CONTACT HOURS PER WEEK:**

<table>
<thead>
<tr>
<th>4</th>
<th>LECTURE hours/weeks</th>
<th>0</th>
<th>LAB hours/week</th>
<th>0</th>
<th>PRACTICUM hours/week</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

   **Note:** # of credits are based on contact hours. 800 minutes of lecture=1 credit. 2400 minutes of lab in a science course=1 credit. 1600 minutes in non-science lab=1 credit. 2400-4800 minutes of practicum=1 credit. This must match with the syllabus. See http://www.uaf.edu/uafgov/faculty/cd/credits.html for more information on number of credits.

   **OTHER HOURS (specify type)**

---

**Submit original with signatures + 1 copy + electronic copy to UAF Governance.**

See [http://www.uaf.edu/uafgov/faculty/cd](http://www.uaf.edu/uafgov/faculty/cd) for a complete description of the rules governing curriculum & course changes.
VTS 230 Theory of Veterinary Nursing Practice 3cr

Theory of practical aspects of nursing in a veterinary hospital such as taking patient history, obtaining and recording intake values, specimen collection, administration of medication, fluid therapy, and wound management. Nutrition of hospitalized patients, alternative and traditional nursing care topics will also be discussed. Both companion and large animal species will be addressed. The practical veterinary experience that leads to the expansion of student knowledge and builds proficiency of acquired skills through task-specific exercises (i.e. patient restraint, patient assessment, patient therapeutics administration; husbandry, diagnostic specimen collection, fluid therapy etc) will occur during subsequent VTS courses, namely VTS 240 Practical Nursing (40 h laboratory), and VTS 299 Advanced Veterinary Science Skills Practicum (80 h off site).

Prerequisites VTS 130, VTS 160, VTS 199, VTS 210 or by Instructor Approval.

11. COURSE CLASSIFICATIONS: (undergraduate courses only. Use approved criteria found on Page 10 & 17 of the manual. If justification is needed, attach on separate sheet.)

H = Humanities  N = Natural Science  S = Social Sciences

Will this course be used to fulfill a requirement for the baccalaureate core?  YES  X  NO

IF YES, check which core requirements it could be used to fulfill:

O = Oral Intensive, Format 6  W = Writing Intensive, Format 7  Natural Science, Format 8

12. COURSE REPEATABILITY:

Is this course repeatable for credit?  YES  X  NO

Justification: Indicate why the course can be repeated (for example, the course follows a different theme each time).

How many times may the course be repeated for credit?  TIMES

If the course can be repeated with variable credit, what is the maximum number of credit hours that may be earned for this course?  CREDITS

13. GRADING SYSTEM:

LETTER:  X  PASS/FAIL:  

14. PREREQUISITES

VTS 130, VTS 160, VTS 199, VTS 210, OR INSTRUCTOR APPROVAL

These will be required before the student is allowed to enroll in the course.

RECOMMENDED

Classes, etc. that student is strongly encouraged to complete prior to this course.

15. SPECIAL RESTRICTIONS, CONDITIONS

none

16. PROPOSED COURSE FEES

$  

Has a memo been submitted through your dean to the Provost & VCAS for

17. PREVIOUS HISTORY

Has the course been offered as special topics or trial course previously?  Yes/No  No

If yes, give semester, year, course #, etc.
18. ESTIMATED IMPACT

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

Adjunct instructors will be hired as needed using existing grant funding. No facility space required for this course. Veterinary Sciences Program currently has two faculty.

19. LIBRARY COLLECTIONS

Have you contacted the library collection development officer (ffk1j@uaf.edu, 474-6695) with regard to the adequacy of library/media collections, equipment, and services available for the proposed course? If so, give date of contact and resolution. If not, explain why not.

<table>
<thead>
<tr>
<th>No</th>
<th>Yes</th>
<th>X</th>
</tr>
</thead>
</table>

On 9/25/08 spoke with Karen Jensen. Current holding adequate to support students. Encouraged to request... 

20. IMPACTS ON PROGRAMS/DEPTS

What programs/departments will be affected by this proposed action? Include information on the Programs/Departments contacted (e.g., email, memo)

No other programs and departments will be affected.

21. POSITIVE AND NEGATIVE IMPACTS

Please specify positive and negative impacts on other courses, programs and departments resulting from the proposed action.

The positive impact of this course would be to increase enrollment in the University of Alaska system.

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize course change and new course applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. Use as much space as needed to fully justify the proposed course.

This course continues the pathway after Certificate in veterinary sciences coursework for those who desire a career in veterinary technology. Our approved Veterinary Sciences Certificate (Spring 07) provides the base knowledge for students to continue study in a track that is being designed to fulfill American Veterinary Medical Association (AVMA) requirements for programs of veterinary technology. Courses submitted this review cycle have been aligned to AVMA curriculum requirements as put forth by the Committee on Veterinary Technician Education and Activities (CVTEA).

APPROVALS: SIGNATURES ON FILE AT THE GOVERNANCE OFFICE

Signature, Chair, Program/Department of: ___________________________ Date

Signature, Chair, College/School Curriculum Council for: ___________________________ Date

Signature, Dean, College/School of: ___________________________ Date

Signature of Provost (if applicable) ___________________________ Date

Offerings above the level of approved programs must be approved in advance by...
ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

Signature, Chair, UAF Faculty Senate Curriculum Review Committee

Date

ADDITIONAL SIGNATURES: (If required)

Signature, Chair,
Program/Department of:

Date

Signature, Chair, College/School Curriculum Council for:

Date

Signature, Dean, College/School of:

Date
ATTACH COMPLETE SYLLABUS (as part of this application).
Note: syllabus must follow the guidelines discussed in the Faculty Senate Guide
http://www.uaf.edu/uafgov/faculty/cd/syllabus.html.
The department and campus wide curriculum committees will review the syllabus to
ensure that each of the items listed below are included. If items are missing or
unclear, the proposed course change will be denied.

SYLLABUS CHECKLIST FOR ALL UAF COURSES
During the first week of class, instructors will distribute a course syllabus. Although modifications may be made throughout the semester, this document will contain the following information (as applicable to the discipline):

1. Course information:
   - Title, number, credits, prerequisites, location, meeting time
     (make sure that contact hours are in line with credits).

2. Instructor (and if applicable, Teaching Assistant) information:
   - Name, office location, office hours, telephone, email address.

3. Course readings/materials:
   - Course textbook title, author, edition/publisher.
   - Supplementary readings (indicate whether required or recommended) and
   - any supplies required.

4. Course description:
   - Content of the course and how it fits into the broader curriculum;
   - Expected proficiencies required to undertake the course, if applicable.
   - Inclusion of catalog description is strongly recommended, and
   - Description in syllabus must be consistent with catalog course description.

5. Course Goals (general) and Student Learning Outcomes (more specific)

6. Instructional methods:
   - Describe the teaching techniques (eg: lecture, case study, small group discussion, private instruction, studio instruction, values clarification, games, journal writing, use of Blackboard, audio/video conferencing, etc.).

7. Course calendar:
   - A schedule of class topics and assignments must be included. Be specific so that it is clear that the instructor has thought this through and will not be making it up on the fly (e.g. it is not adequate to say “lab”. Instead, give each lab a title that describes its content). You may call the outline Tentative or Work in Progress to allow for modifications during the semester.

8. Course policies:
   - Specify course rules, including your policies on attendance, tardiness, class participation, make-up exams, and plagiarism/academic integrity.

9. Evaluation:
   - Specify how students will be evaluated, what factors will be included, their relative value, and
   - how they will be tabulated into grades (on a curve, absolute scores, etc.)

10. Support Services:
    - Describe the student support services such as tutoring (local and/or regional) appropriate for the course.

11. Disabilities Services:
The Office of Disability Services implements the Americans with Disabilities Act (ADA), and insures that UAF students have equal access to the campus and course materials.
    - State that you will work with the Office of Disabilities Services (203 WHIT, 474-7043) to provide reasonable accommodation to students with disabilities.”
VTS 230
Theory of Veterinary Nursing Practice
Course Syllabus
Instructor Name

Email 474-573x or 1-888-474-5207

| Office Location | Harper Building, Room 113  
4280 Geist Road, Fairbanks AK 99709 |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Office Hours</td>
<td>TBA</td>
</tr>
</tbody>
</table>
| Mailing Address| Interior-Aleutians Campus  
PO Box 756720  
Fairbanks, AK 99775-6720 |
| Fax            | 907-474-5208                    |
| Credits        | 3 cr (3+0+0)                    |
| Prerequisites  | VTS 130, VTS 160, VTS 199, VTS 210 or  
Instructor Approval |
| Location       | Elluminate! Live or Audio conference |
| Class Meeting Days and Times | M, W 5:30 – 7:30 pm (based on 10wk length) |
| Laboratory or Intensive | None |

Course Readings and Materials
Required Textbook

- **Clinical Textbook for Veterinary Technicians** 6th ed McCurnin & Bassert  
Elsevier Publishers

- **Supplementary materials** such as client education handouts will be provided to  
students via fax, email, or posted to course documents on Blackboard.

Course Description
This is the first of two courses in veterinary nursing. This course covers the theory of  
practical aspects of nursing in a veterinary hospital such as taking patient history, obtaining and  
recording intake values, specimen collection, administration of medication, fluid therapy, and  
wound management. Nutrition of hospitalized patients, alternative and traditional nursing care  
topics will also be discussed. Both companion and large animal species will be addressed.  
Students will draw on their knowledge from Animal Anatomy & Physiology, Animal Diseases,  
and Pharmacology to deepen their understanding of the nursing care provided by veterinary  
technicians. Emphasis in this class is placed on theory and underlying principles of small and  
large animal nursing care. The practical veterinary experience that leads to the expansion of  
student knowledge and builds proficiency of acquired skills through task–specific exercises (i.e.  
patient restraint, patient assessment, patient therapeutics administration; husbandry, diagnostic  
specimen collection, fluid therapy etc) will occur during subsequent VTS courses, namely VTS  
240 Practical Nursing (40 h laboratory), and VTS 299 Advanced Veterinary Science Skills  
Practicum (80 h off site).
Course Goals
Students will be familiar with common nursing techniques in veterinary medicine for multiple animal species, including fluid therapy, wound care, basic dental, and critical skills in assessing and monitoring patient conditions, accurate recording of medical information, diagnostic sample collection and preparation, and administration of therapeutics will be obtained. The technician’s role in education of clients about high quality home care of patients will be emphasized.

Student Learning Outcomes After successful completion of VTS 230 students will be highly knowledgeable about common nursing techniques in veterinary medicine for multiple animal species in accordance with the American Veterinary Medical Association’s (AVMA) veterinary technician program curriculum requirements as they apply to patient care and assessment. In particular students will have the theory and knowledge and be able to fulfill the following specific tasks:

Patient Assessment
- Be able to recognize common domestic animal species and their breeds as well as be familiar with the use of common animal identification systems (i.e. microchips; tags, tattoos etc) in particular microchip scanning and implantation.
- Be knowledgeable in the application of species (dog; cat; avian; exotic pets; horse; cattle; sheep; swine) specific restraint and transport loading techniques and be able to appropriately modify these restraint techniques based on an animal’s mental and physical condition.
- Be knowledgeable in general and species-specific patient assessment (includes basic behavioral and neurological assessment) and the procedures/techniques needed to obtain physiological variables (weight; temperature; pulse; respiration; auscultation; hydration status) for a thorough patient history (including performance of basic diagnostic ocular tests for intraocular pressure; tear function, and corneal integrity).
- Be knowledgeable on the collection of diagnostic specimens (blood; urine; feces; cytology) using standard veterinary medicine techniques (i.e. blood: species-specific appropriate anatomical venipuncture sites; urine: cystocentesis and male and female catheterization techniques; skin: scraping techniques) for analysis and be familiar with diagnostic specimen storage and shipment requirements.

Patient Therapeutics
- Be knowledgeable in implementing and maintaining a proper sanitation protocol for animal holding and housing areas.
- Be knowledgeable about reproductive diagnostic techniques and basic breeding and reproduction.
- Be knowledgeable in the energetic and nutrient requirements of well animals and understand key nutritional factors in disease conditions, and be able to develop hospital nutrition protocols and effectively relay this nutritional information to fellow staff members and clients.
- Be knowledgeable about the nursing care of orphaned and newborn animals.
- Be familiar with the principles of common veterinary therapeutic foods, and the benefits and/or potential toxicities with new and current nutritional supplements/additives

- Be knowledgeable in the recognition of common grains/forages, and common poisonous plants

- Be familiar with organic (i.e. chocolate; grapes; certain nuts) and inorganic substances (i.e. antifreeze etc) that can cause animal toxicity.

- Be knowledgeable in the parenteral (including intramammary), enteral (including enemas), and topical (including application of eye medication) administration techniques of drugs to common domestic animal species

- Be knowledgeable in the principles of fluid therapy, fluid delivery systems and their proper application techniques (including placement and care of intravenous catheters) and the effective monitoring of the patient’s hydration status

- Be knowledgeable in the basics of dental prophylaxis, float and clip teeth, and be able to relay information to the client about dental home care procedures.

- Be familiar with therapeutic bathing, small animal dipping procedures and basic grooming techniques (including nail/hoof trimming; leg wraps; anal sac expression; ear cleaning; and sheath cleaning).

- Be familiar how to correctly apply bandages/splints following veterinary orders, as well as be able to remove these including orthopedic casts

- Be familiar with the basics of wound management and abscess care, understand the principles of physical therapies (hydrotherapy; post-operative; orthopedic; neurological), how to perform them and how to care for recumbent patients

- Be familiar with the principles and application of emergency care techniques such as first aid, cardiopulmonary resuscitation, use of ambu bag, emergency splints/bandages, and how to stock and maintain a crash cart

**Instructional Methods**

This course will be distance delivered using the Elluminate! Live software (interactive online video conference) and/or audio conference. Class material and exams are available via Blackboard. Classes are a combination of lecture, class-wide discussion, practical skill sessions, and smaller group discussions. Classes will meet in the online classroom for lecture and interactive discussions. Please have all readings completed before the start of class as they form the basis for that week’s discussion.
**Course Calendar**

This lecture schedule is fluid and may be updated during the semester. The instructor will inform students of changes in a timely manner. **Students are responsible for keeping track of schedule changes once announced.**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic Exercises</th>
<th>Readings</th>
<th>Assignments &amp; Tests</th>
</tr>
</thead>
</table>
| 1    | Introduction, Syllabus  
Review remind recap VTS 140 (Husbandry), 150 (Nutrition) 
*Breeds/species identification*  
Restraint, Handling  
Companion, large animals, exotics  
*Powerpoint demos of techniques* | Course syllabus Ch 1 p 27-76 |  |
| 2    | Taking histories, recording information, obtaining intake values  
*Practice filling out, taking history on own animal*  
Getting the right information in the right format  
*Digging for the essential information* | Ch 2 p 77-90 | Ch 2 cont # 1 quiz |
| 3    | Proper collection and preparation of samples for diagnostics in small animals  
*Sample forms*  
Proper collection and preparation of samples for diagnostics in large animals | Ch 3 p 91-105 | Ch 3 p 118-126 # 1 paper |
| 4    | General Procedures in medical nursing  
Bathing, trimming, anal glands etc  
*Establishing hospital protocol standards* | Ch 25 p 780-805 | Ch 25 p 805-821 # 2 quiz |
| 5    | Birds, reptiles, small mammal nursing care  
*The importance of client education*  
Nutrition in the hospitalized patient  
*The right amount of the right food on the right schedule*  
*Tips for reluctant eaters* | Ch 18 p 548-570 | Ch 15 # 3 quiz |
| 6    | Reproduction Overview, neonatal care, orphan care  
Canine, feline, equine | Ch 17 p 515-533 |  |
|      | Reproduction Overview, neonatal care, orphan care  
Bovine, swine, ovine, caprine, camelid | Ch 17 p 534-547 | Ch 17 p 533-547 # 2 paper |
Course Policies

Students are expected to attend all class meetings. Contact the instructor as soon as possible before missing a class to let them know and make arrangements.

Plagiarism Statement: All work submitted in this class must be your own work, generated exclusively for this class, and not work intended for submission in another course. The use of sources (ideas, quotations, paraphrasing) should be properly documented. Please go to http://www.uaf.edu/library/instruction/handouts/Plagiarism.html for more information on how to avoid plagiarism or contact the Writing Center for assistance (contact information listed at end of syllabus).

Evaluation

A. Quizzes: A total of four quizzes (10-20 questions per quiz) will be given during this course. Content of quizzes is based on the previous week’s lecture content. Format can be short essays, true and false and multiple choice questions.

B. Written Assignments: There are a total of three writing assignments. Written assignments are due one week from date assigned. Written assignments must be at least 2 pages in length. The papers need to be spell checked and have standard formatting (0.5” top and bottom; 1” right and left margin, double spaced). Students are encouraged to seek writing assistance with IAC’s english faculty (email: ffcla@uaf.edu) or contact the Writing Center at the number listed in the student services section of this syllabus.

# 1 Topic: Energetic and nutrient requirements of domestic animals. Choose a species and develop a nutrition protocol that is dependent on age, sex, and reproductive status (intact/neutered/pregnant/lactating).
# 2 Topic: Principles of fluid therapy. You will be given a case study. Given the specific information describe an appropriate fluid therapy protocol, route of administration, type of fluid, and methodology you will use to evaluate the patient’s hydration status.

# 3 Topic: Emergency care and crash cart basics. You will be given an emergency case study. Given the specific information describe a first responder protocol. Discuss techniques and highlight problems with specific case scenario.

C. Final Exam: The final exam is comprehensive and is taken during class time. It will consist of case study scenarios, multiple choice questions, true and false questions, and/or labeling of diagrams chosen from the complete lecture topics.

Point Totals and Grades will be assigned on the following basis

<table>
<thead>
<tr>
<th></th>
<th>Number</th>
<th>% of grade</th>
<th>Points per test</th>
<th>Point Value</th>
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<tbody>
<tr>
<td>Written</td>
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<td>45</td>
<td>150</td>
<td>450</td>
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<td>Final Exam</td>
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<td>200</td>
</tr>
<tr>
<td>Attendance</td>
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<tr>
<td>Total Point Value</td>
<td></td>
<td></td>
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<td>1000</td>
</tr>
</tbody>
</table>

A – 90% or more of total points (90/100 to 100/100)
   = an honor grade, indicates originality and independent work, a thorough mastery of the subject, and the satisfactory completion of more work than is regularly required.

B – 80% to 89% of total points (80/100 to 89/100)
   = indicates outstanding ability above the average level of performance

C – 70% to 79% of total points (70/100 to 79/100)
   = indicates a satisfactory or average level of performance

D – 60% to 69% of total points (60/100 to 69/100)
   = the lowest passing grade, indicates work of below average quality and performance

F – 59% or less of total points (<59.5%/100)
   = indicates failure to meet the lowest standards
Student Support Services
The University has many student support programs. If you need assistance please contact any of the following service programs or departments.

UAOnline
http://uaonline.alaska.edu/
Your resource for transcripts, accounts, and other personal information.

Rural Student Services
http://www.uaf.edu/ruralss/
Rural Student Services (RSS) is an academic advising department with over 35 years of experience in working with students from all over the state of Alaska. We are here to assist you in achieving student success by linking you to current information pertinent to your education, lifestyle, and goals. RSS is known for its welcoming and friendly environment. Many students find a meaningful connection at UAF through RSS.
We can help you with:
* Academic Requirements
* Registration for Classes
* Finding Financial Aid
* Explaining Housing Options
* Declaring a Major
* Career Exploration

CONTACT US AT:
P.O. Box 756320, Fairbanks, AK 99775-6320
1-888-478-1452 (Toll Free within Alaska) or (907) 474-7871
Email us at fyrss@uaf.edu

Math Hot Line
Contact UAF's toll-free Math Hotline for problem solving and math help. Call 866-823-6284 (1-866-UAF-MATH) during regular fall and spring semesters.

Writing Center
http://www.alaska.edu/english/studentresources/writing/
The Writing Center is a student-staffed, student-oriented service of the English Department.
    801 Gruening Bldg., P.O. Box 755720
    Fairbanks, Alaska 99775-5720
    Phone: (907) 474-5314
    Fax: 1-800-478-5246
* The UAF Writing Center and Computer Lab offers free writing tutoring to any student in any subject via telephone and fax or over the Internet. Students can call 907-474-5314 for information on how to fax a paper and have it tutored over the telephone, or engage in an interactive Internet session. Both services are free.

Library Services for off campus students
http://library.uaf.edu/offcampus
Off-Campus Library Services is a unit set up to serve rural UAF students and faculty who do not have access to appropriate information resources in their town or village. We work in
support of The College of Rural & Community Development and The Center for Distance Education and Independent Learning.

We can supply your information needs for the courses you are taking. For example, if a research paper is required in the teleconference or correspondence course that you are taking, you can contact us, explain your information need, and we will send library materials to you so that you can write your paper.

Contact us at
Off-Campus Services, Elmer E. Rasmuson Library
310 Tanana Loop, PO Box 756800
Fairbanks, Alaska USA 99775-6800
Phone: 1-800-478-5348 Email: fyddl@uaf.edu

For more off campus help go to:
http://www.uaf.edu/library/instruction/ls101/other/Distance_Resources.html

Computer, Internet, and software

Problem: you cannot get your email

Make sure your Internet connection is working; to test it, you can try to go to a new web page and see if it loads.

- If you are having problems with a UAF account, you will need to contact the UAF help desk 1.800.478.4667. If it is another company’s account, you will need to contact their customer support. There is very little we can do to assist you as we have no control or access to the computers that serve the email.

- Check with your email program’s Help.

Problem: you forgot your password

- Only the organization that issued your password can do anything to change it. You will need to contact them. For UAF email and Blackboard it is the UAF help desk 1.800.478.4667. For most web services there is a link you can click if you forgot your password. I also recommend writing them down somewhere for back up.

Problem: you are having problems with Blackboard

- You will need to contact the Blackboard administrator, at:
  http://classes.uaf.edu/ Office of Information Technology Help Desk 474.6564 or 1.800.478.4667

Elluminate Live

If you have questions about Elluminate! Live I strongly encourage you to visit the following page

http://community.uaf.edu/ehelp Steps needed to prepare you for your first distance education course session.
http://distance.uaf.edu/archives/research/subresearch/elluminate-live.php
There you will find
  • a direct link to Elluminate! Server
  • how to connect your headphone/microphone to your computer
  • help finding and activating you UAF ID
  • a printable quick reference guide

Disabilities Services
The Veterinary Sciences Program will work with the Office of Disability Services to provide reasonable accommodation to students with disabilities. Disability Services provide a variety of services to assure equal access for all students. Interpreting services, educational assistants, note taking, and exam accommodations for students are the most frequently provided accommodations. Disability services also provides assistance to the university's rural campuses; Tanana Valley Campus, Bristol Bay, Chukchi, Interior-Aleutians, Kuskokwim, and Northwest.

The staff of Disability Services works with faculty in arranging appropriate services in the classroom. Questions should be directed to the Director of Disability Services at (907)-474-5655.

http://www.uaf.edu/disability/

UAF Office of Disability Services
612 N. Chandalar, PO Box 755590
University of Alaska Fairbanks
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