

**Articulation Agreement**  
2017-2018

**University Alaska Fairbanks**

Interior Alaska Campus

4280 Geist Road

Fairbanks, Alaska 99709

**Yukon Koyukuk School District**

4762 Old Airport Road

Fairbanks, Alaska 99709

**Purpose:**

In addition to the current Tech Prep Agreement between University of Alaska Fairbanks and Yukon Koyukuk School District, we have agreed to add the following course that is within CRCD Tribal Management (TM) programs.

1. Yukon Koyukuk School District will follow a UAF TM curriculum in coordination with the administration and faculty of the University of Alaska Fairbanks pertaining to the following courses on the course below.
2. Yukon Koyukuk School District will teach for the attached outcomes.
3. The attached syllabus will follow the learning outcomes of the university-approved course listed.

UAF Course Number	UAF Course Title	Number of UAF Credits	Yukon Koyukuk School District Course Title
TM-F250	Current Topics In Tribal Management: Alaska Vet Tech, One Health	3 credits	Alaska-Vet-Tech

1. The attached syllabus will be followed.
2. Yukon Koyukuk School District will provide necessary support for students to be successful in this course which may include computer support, reference books and academic assistance.
3. Interior Alaska Campus will process the registrations.
4. In order to receive concurrent credit, the student will register for the Tech Prep class during the semester in which the competencies will be completed.

**Approvals:**

**Byron Bluehorse**

**Department Chair of Indigenous, Community, and Tribal Programs**

**Program Manager and Assistant Professor of Tribal Management**

**Interior Alaska Campus**

**University of Alaska Fairbanks**

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*Byron Bluehorse*      12-8-17  
Signature                                  Date

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**Bryan Uher**  
**Interim Director**  
**University of Alaska Fairbanks**  
**Interior Alaska Campus**  
**Fairbanks, Alaska**

*Bryan Uher*      12-10-17  
Signature                                  Date

**Patty Woody**  
**Career and Technical Education**  
**Coordinator**  
**Yukon Koyukuk School District**  
**Fairbanks, Alaska**

*Patty Woody*      12-11-17  
Signature                                  Date

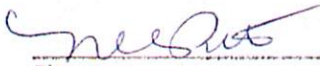
Mary Peto

Dean College of Rural and Community Development

P.O. Box 6500

University of Alaska Fairbanks

Fairbanks, AK 99775-6500



Signature

12/12/17

Date

Susan Henrichs, Provost

P.O. Box 7580

University of Alaska Fairbanks

Fairbanks, AK 99775-7580



Signature

12/14/17

Date

Peggy J. Bruno

Permanent Address: HC 77 Box 909  
Pittsburg, Missouri 65724  
Office: 417-327-4663  
peggybruno@hotmail.com  
pembrokenotes@gmail.com

## EDUCATION

### **MS in Education**

**2006**

Southwest Baptist University, Bolivar, MO

### **BS in Elementary Education**

**1993**

William Jewell College, Liberty, MO

### **AS in Animal Health**

**1986**

Maple Woods Community College, Kansas City, MO

### **Alaska Certification Courses**

**2009**

Alaska Pacific University

### **Missouri Writing Project**

**2009**

Missouri State University

### **AK-SCI**

**2013**

UAF

## **Special Education Certification**

**1999**

University of Central Arkansas, Conway, AR

## CURRENT TEACHING CERTIFICATION

MO and AK Special Education

1999

MO and AK Elementary Education 1-8

1994

AK Highly Qualified—Secondary English

2008

AK Highly Qualified—Middle School Content

2008

## TEACHING EXPERIENCE

Distance Learning Instructor

2013-present

Yukon-Koyukuk School District

Fairbanks, Alaska

Secondary English Teacher 6-12

2008-2013

Jimmy Huntington School

Yukon-Koyukuk School District

Fairbanks, Alaska

Veterinary Science Program 2010-  
2013

Culinary Arts Program 2009-  
2013

STEM  
2010-2013

Sixth Grade Teacher  
2003-2007  
Hermitage Elementary School  
Hermitage RIV School District  
Hermitage, Missouri

Special Education Teacher 1997-  
2003  
Hermitage High School  
Hermitage RIV School District  
Hermitage, Missouri

Third Grade Teacher  
1994-1997  
Askew Elementary School  
Kansas City Missouri School District  
Kansas City, Missouri

#### RELATED EXPERIENCE

Promising Practices Award—CTE 2013

Certified Teacher of the Quarter 2012

ASCD member  
present

NCTE member  
present

YKSD Language Arts Curriculum Committee Member  
present

Teacher Evaluation Document Committee Member present

Pembroke Notes education products web site  
Developer and owner under  
construction

DRAMA INSTRUCTOR  
1997-2007

Hermitage RIV School District  
Hermitage, MO

Produced and directed 10 school plays and musicals

1. "Tom Sawyer"
2. "Pied Piper of Hamelin"
3. "Peter Pan"
4. "Little Women"
5. "Beauty and the Beast" (M)
6. "Grease" (M)
7. "Charlie and the Chocolate Factory"
8. "Wizard of Oz" (M)
9. "Koconut Kapers" (M)
10. "Monster in the Closet"

## ENTREPRENEURIAL EXPERIENCE

### **Bruno's Consultant Enterprises, LLC—Partner**

2000-2008

Pittsburg, MO

- Objectives: To provide clients Loss Control Services that include the inspection of grain elevators, feed mills, fertilizer operations, and food processing facilities to insure they meet federal, state, and industry standards
  - a. Loss analysis
  - b. Property evaluations
  - c. Security vulnerability evaluations
  - d. Comprehensive quality inspection/assessment reports with attention to detail
  - e. Suggestions/recommendations to assist clients' customers in meeting the industry standards

### **Restaurateur—Nice & Lite-Owner**

1977-1982

Kansas City, MO

- Managed all phases of restaurant business
- Obtained Weight Watchers franchise

## PERSONAL ATTRIBUTES

Energetic and educated professional with 20 years teaching experience in elementary, special education, and secondary English. I am a life-long learner who transfers excitement to her students. In addition, as former owner of a restaurant and former manager of a premium finance company, I relay real-life experiences to my classroom. Excellent social and communication skills help foster a comfortable environment for learning. As a creative and organized person, I effectively interplay various activities to benefit multiple learning styles. I believe in cooperative learning and phasing myself into the role of facilitator. Those who teach, learn. I have a



solid background and firm understanding of the process required to develop program objectives and map course curriculum to achieve desired student outcomes. I have taught in both intercity, urban, and rural schools, and currently teach in an Athabascan Alaska Native village.

### Course Information

<b>Course Name</b>	Alaska Veterinary Technology
<b>Course Number</b>	*TBD with UAF
<b>Course Instructor</b>	Peggy Bruno
<b>Course Credits</b>	Each semester will equal 3 college credits, 6 credits for a full year
<b>Location</b>	Course is online at <a href="http://www.wikispaces.com">www.wikispaces.com</a> (individual student logins required for access). Students will meet daily at an appointed time in their school classrooms with a monitoring teacher to access and work on course materials.
<b>Dates/Times</b>	5 hours per week, 18 weeks per semester, 90 hours per semester
<b>Instructor Contact Info/Hours</b>	Students may email: <a href="mailto:pembrokenotes@gmail.com">pembrokenotes@gmail.com</a> or <a href="mailto:pbruno@agsd.us">pbruno@agsd.us</a> at any time. Instructor responds promptly, always within 24 hours. Instructor available for scheduled meetings via Google Hangouts. Email to schedule.
<b>Course Description (Limit 100 words)</b>	Alaska Veterinary Technology is a portal to one of the most rewarding and enriching fields of study. Veterinary medicine is composed of compassionate professionals, technically skilled and work as a team. As in human medicine, the veterinary health-care team is composed of many members, each with an important role in the proper care of patients and function of a veterinary hospital. This course is divided into 18 weekly units encompassing science, medical terminology, animal behavior and handling, office procedures, and so much more. This course is an overview of what knowledge is needed to become a veterinary assistant.
<b>Course Objectives</b>	<p>Students will:</p> <ul style="list-style-type: none"> <li>● Describe the different roles of veterinarians, veterinary health technicians, and other specialists.</li> <li>● Understand the human–animal bond and the role the veterinarian plays in this bond.</li> <li>● Understand the different types of facilities used in veterinary medicine and the types of care provided at these different facilities.</li> <li>● Understand the educational requirements for veterinarians, including beneficial high school and college courses.</li> <li>● Identify some of the challenges and benefits of being a veterinarian.</li> <li>● Learn about the veterinary technician’s role in veterinary medicine.</li> <li>● Students will understand procedures in handling and restraint</li> </ul>

	<p>for the safety of of healthcare members, clients, and patients</p> <ul style="list-style-type: none"> <li>• Students will recognize behaviors in dogs and cats and how to handle them in the hospital.</li> </ul>
<b>Student Learning Outcomes</b>	<p>*Students will be able to:</p> <ol style="list-style-type: none"> <li>1. Communicate in a professional manner in all formats- written, non-verbal, and electronic.</li> <li>2. Participate in facility management utilizing traditional and electronic media and appropriate veterinary medical terminology and abbreviations.</li> <li>3. Follow and uphold applicable laws and the veterinary technology profession's ethical codes to provide high quality care to patients.</li> </ol>
<b>Instructional Methods</b>	Daily assignments, projects, field trips, discussion boards, blogging. In class work activity and field trips facilitated and chaperoned by school site course monitor.
<b>Course Pre-Requisites</b>	Students must be in high school

<b>Course Outline</b>
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<b>Course Calendar</b>	<p>Week 1: Introduction to the Class  Week 2: Introduction to the Veterinary Profession  Week 3: Animal Behavior  Week 4: Animal Handling and Restraint  Week 5: Anatomy/Feline  Week 6: Anatomy/Canine  Week 7: Breeds/Feline  Weeks 8-12: Breeds/Canine  Week 13: History, Taking Exams/Procedures  Weeks 14-16: Nutrition  Weeks 17, 18: Immunology  Week 19: Radiology  Weeks 20, 21: Surgical Assisting  Week 22: Medical Terminology  Week 23: Avians  Week 24: Reptiles  Week 25: Equines  Week 26: Bovine  Week 27: Porcine  Week 28: Reindeer  Week 29: Exotic Breeds  Week 30: Inventory  Week 31: Receptionist Skills  Week 32: Kennel Assistant Skills  Week 33: Veterinary Assistant Skills</p>
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	<p>Week 34: Veterinary Technician Skills  Week 35: OSHA  Week 36: Course Wrap-Up</p>
<b>Course Instructional Resources</b>	<ul style="list-style-type: none"> <li>• Access to online Wikispaces classroom for the class</li> <li>• Access to Gmail, Google Drive, Google Docs, Google Sheets, Google Drawing, Google Slides</li> <li>• Local area mushers and veterinarians (coordinated through program liaisons)</li> </ul>
<b>Course Policies</b>	<ul style="list-style-type: none"> <li>• Complete work by the due dates, if late submission is anticipated, contact the course monitor and course instructor</li> <li>• Participation in online discussion boards and blogs required</li> <li>• Viewing and commenting on course instructional videos required</li> <li>• All discussion, commenting and writing for the course must be school-appropriate</li> <li>• Participation in field trips and labs required, barring personal emergencies or special pre-arranged circumstances</li> </ul>
<b>Course Assessment Plan</b>	<p>All assigned activities in the class are assessed (daily assignments, projects)  Participation in field and lab activities is assessed</p>
<b>Assessment Points</b>	<p>Not all activities will be worth the same point value, but students will receive points for every assignment. At the end of the grading period student grades will be based on the percentage of earned points.</p> <p>90% - 100% A  80% - 89% B  70% - 79% C  60% - 69% D</p>
<b>Support Services</b>	<p>For Financial Aid, Accuplacer and Asset Testing, registration, and admissions information, please contact the I-AC Enrollment Office at 1-888-474-5207 or UAF Tok Center at 883-5613.</p> <p>The Writing Center is available to distance education students; to make an appointment call 1-800-478-5246. The Center offers assistance for one-on-one tutoring sessions, organizing material for essays, refining technical papers, documenting research papers, perfecting business letters, etc.</p> <p>Students can visit the off-campus library web page at <a href="http://www.uaf.edu/library/offcampus/index.html">http://www.uaf.edu/library/offcampus/index.html</a> for information regarding services available. In addition, 1-800-478-5348 can be called to request materials.</p> <p>UA Online is available to all students at <a href="https://uaonline.alaska.edu/">https://uaonline.alaska.edu/</a>.</p>

	<p>This is a web service for grades, transcripts, etc.</p> <p>For computer or software trouble, access to University accounts or other computer related technical issues please contact:</p> <p>Jia Wu, IT Student Support Technician, Interior-Aleutians Campus  University of Alaska Fairbanks  (907) 474-6261 X907  <a href="mailto:jwu4@alaska.edu">jwu4@alaska.edu</a></p>
<p><b>Students with Disabilities</b></p>	<p>UAF has a Disability Services Office that operates in conjunction with the College of Rural and Community Development (CRCDD) campuses and UAF's Center for Distance Education (CDE). Disability Services is a part of UAF's Center for Health and Counseling, providing academic accommodations to enrolled students identified as being eligible for these services. Eligible persons can visit <a href="http://www.uaf.edu/chc/disability.html">http://www.uaf.edu/chc/disability.html</a> or contact a student affairs representative at the nearest campus, as well as Disability Services on the Fairbanks Campus at (907) 474-7043</p> <p>The Office of Disability Services implements the Americans with Disabilities Act (ADA), and ensures that UAF students have equal access to the campus and course materials. We will work with the Office of Disabilities Services (208 Whitaker Bldg., (907) 474-5655) to provide reasonable accommodation to students with disabilities.</p>
<p><b>Withdraw Policy</b></p>	<p><u>Notice to students:</u> Anyone wanting to drop a class must first withdraw <b>officially</b> from the course by filling out an <u>Add/Drop form</u>. The Add/Drop forms are available at the Tok University Center. A form must be completed and turned in before the drop deadline.</p> <p>If you stop attending class without officially withdrawing, you may receive an "F" grade. All grades will appear on your transcript. Transcripts are available to you through the Office of Admissions and Records in Fairbanks.</p>

## Syllabus

University of Alaska  
Fairbanks, Alaska

### **Course:**

Alaska Veterinary Technology

### **Course Description:**

Veterinary Technology is a portal to one of the most rewarding and enriching fields of study. Veterinary medicine is composed of compassionate professionals, technically skilled and work as a team. As in human medicine, the veterinary health-care team is composed of many members, each with an important role in the in the proper care of patients and function of a veterinary hospital. This course is divided into 36 weekly units encompassing science, medical terminology, animal behavior and handling office procedures, and so much more. This course is an overview of what knowledge is needed to become a veterinary assistant.

### **Course Delivery:**

Online, asynchronous, 60% academics, 40% lab. Feedback to students and site teachers weekly. All work graded by instructor and updated weekly to site teacher. Labs and dog yard participation are led by onsite teacher.

### **Course Policies:**

1. Students **MUST** have access to a personal computer with access to the Internet. We will use Wikispaces on Google Drive for much of our work and students are expected to use Google Docs, Slides, Forms, and Drawings. During this orientation week, we will practice all these skills. All student work will be stored in their individual file folders daily. Assignments must be **titled (e.g. Week 1)** at all times.
2. All assignments will be visible to students from the Wikispaces view folder. If you miss an assignment you can always go back and see what you missed. You are expected to complete **all** assignments unless we have communicated beforehand.
3. Meet all deadlines.

4. Don't wait until the last minute to do your work. We will be busy every day so it is your responsibility to stay caught up.
5. Please do your own work.
6. If you need help, email me immediately. I can "Google Hangout" with you on an individual basis.
7. All comments made on discussion boards or blogs must be school appropriate. We will cover Internet etiquette during this orientation week. This is not an ELA class but good grammar, capitalization, and punctuation are expected all year. Good communication is part of a teamwork environment.
8. Each assignment will be shared with you every day. You will always have access to that assignment.
9. Do not fall behind. With all the help available to you, there is no excuse not to be successful in this course.
10. Feedback is especially important in this type of course so you will get a two feedback cards each week that reflects the information I want you to know at the first of the week and at the end of the week with your Week's score based on your answers. You will always know where you stand in this course because your grades will be updated weekly.

Read the district absentee policy. Follow that for your late work if you are absent. If you know you are going to be late on an assignment and you have let me know in advance, we can work something out. Turning in assignments on time is a major component of an online class.

**Instructor:**

Peggy Bruno

Email: [pembrokenotes@gmail.com](mailto:pembrokenotes@gmail.com)

Phone: 417-327-4663

**Resources:**

Distance Learning Curriculum

Animal Care Technologies

**Ethics Statement:**

Any form of dishonesty, such as cheating, copying, or plagiarism will result in no credit for the class. The faculty reserves the right to take additional action. No materials may be turned in for this course that has been previously submitted for another course.

**Disability Statement:**

University of Alaska desires to provide all students with optimum learning experiences. If you have a disability that impacts learning in this course, you must contact the Director of Special Academic Services in or to receive special assistance.

**Attendance Requirement:**

You are expected to complete assignments on a weekly basis.

**Course Objectives:**

Through distance learning students will:

- Understand basic operations of a veterinary hospital
- Learn effective communication with coworkers and clients.
- Recognize the supporting role of veterinary assistant to veterinarians and other staff members
- Obtain accurate medical history on patients
- Have working knowledge of ethical and legal issues as they relate to the veterinary profession
  
- Understand basic root words, prefixes and suffixes of common terms - learn relation of terms to anatomical regions
- Recognize terms in record keeping
- Gain basic understanding of positional terminology for radiology
  
- Have a basic understanding of the skeletal, digestive, and urinary system of both cats and dogs
- Have knowledge of the external physical condition of patients, as it pertains to weight, hydration, skin/coat condition
- Understand the basic preliminary or recheck examination
- Understand the common diseases that impact the normal physical exam
  
- Understand and recognize common dog and cat body language
- Learn basic low stress techniques for approaching and handling both the dog and cat in varied veterinary settings.
- Use knowledge of techniques to reduce anxiety in both the dog and the cat for common treatments and procedures
  
- Have a basic understanding of the normal nutritional needs of cats and dogs
- Know how to take a nutritional history and be able to assign a Body Condition Score



- Know how veterinary pharmacies are set up and be familiar with some commonly prescribed medications
  - Understand who can handle controlled medications and how they are stored
  - Be familiar with core vaccines for dogs and cats, common flea and tick preventatives.
  - Understand what steps need to be taken to prevent disease transmission
- 
- Understand the administration of SQ and IM injections and medications, as well as SQ fluids
  - Understand IV catheter preparation and placement
  - Administer proper technique in performing nail trims, and ear expression, cleaning ears, and applying bandages for hemostasis
  - Administer venipuncture for heartworm test, blood glucose and PCV samples
  - Obtain, prepare and read fecal samples, urine and ear cytologies
  - Perform and interpret in house tests such as Fel/FIV, Heartworm, PCV/TP, and Urinalysis strip tests
  - Have a working knowledge of in-house lab machines and troubleshooting
  - Understand microscope care and use
  - Handle and storage of laboratory samples
  - Understand and use tools for blood pressure, temperature and weight
- 
- Have basic knowledge of how x-rays work
  - Understand radiology safety, documentation and tools for the veterinary staff member and patient.
  - Know proper patient measuring and positioning for common radiologic views
  - Develop x-rays manually or digitally
  - Discuss dental x-ray
  - Troubleshoot common errors in positioning/technique
- 
- Know the use for particular pieces of veterinary equipment such as IV pumps, anesthesia machines, exhaust systems, and autoclaves
  - Understand the care and maintenance as well as common troubleshooting issues with all equipment listed above
  - Clean, care of surgical and dental instruments
  - Pack surgical instruments, and other miscellaneous items used in surgery or outpatient treatments that require sterilization
- 
- Prepare the surgical suite for common surgical procedures
  - Position and aseptic preparation of the patient
  - Maintain and monitor of anesthesia
  - Prevent hypothermia
  - Assist technician or doctor in dental procedures
  - Help patient recovery and postoperative care

## **Student Outcomes:**

## **Course Outcomes**

Through distant learning students will be able to:

1. Communicate in a professional manner in all formats- written, non-verbal, and electronic.
2. Participate in facility management utilizing traditional and electronic media and appropriate veterinary medical terminology and abbreviations.
3. Follow and uphold applicable laws and the veterinary technology profession's ethical codes to provide high quality care to patients.
4. Safely and effectively administer prescribed drugs to patients
5. Accurately dispense and explain prescribed drugs to clients.
6. Demonstrate and perform patient assessment techniques in a variety of animal species.
7. Understand and demonstrate husbandry, nutrition, therapeutic and dentistry techniques appropriate to various animal species.
8. Safely and effectively manage patients in all phases of anesthetic procedures.
9. Safely and effectively select, utilize and maintain anesthetic delivery and monitoring instruments and equipment.
10. Understand and integrate all aspects of patient management for common surgical procedures in a variety of animal species.
11. Understand and provide the proper instruments, supplies, and environment to maintain asepsis during surgical procedures.
12. Properly package, handle and store specimens for laboratory analysis.
13. Safely and effectively produce diagnostic radiographic and non-radiographic images.
14. Safely and effectively handle common laboratory animals used in animal research.
15. Understand the approach to providing safe and effective care for dogs, cats, birds, reptiles, amphibians, rabbits and ferrets, and other species

### **Grading Scale:**

Students will be assessed using both written and performance assessments

### **Point Range for Grade Based on Percentages of Each Weekly Assignment**

90 - 100 = A

80 - 89 = B

70 - 79 = C

60 - 69 = D

Grades lower than 60 points will be recorded as an F.

### **Evaluation:**

Each week lesson has a point value depending on the content. Students will be given that point value prior to each lesson in the form of a Feedback template. Points earned will be converted as a percentage.

**Support Services:** Help for questions is only an email away. I usually respond to those inquiries within an hour or two. Instructor will also communicate regularly with the other part of the instructional team, the onsite teacher.

## **Schedule**

**Week 1** - Introduction

**Week 2** - The Veterinary Profession

**Week 3** - Animal Ethics

**Week 4** - Medical Terminology

**Week 5** - Anatomy

**Weeks 6, 7, 8** - Animal Behavior, Handling, and Restraint

**Weeks 9, 10, 11** - Feline and Canine Breeds

**Week 12** - Nutrition

**Week 13** - Immunology

**Week 14, 15** - Medical Conditions

**Week 16, 17** - Medical Math

**Week 18** - Bathing and Grooming

**Week 19** - Cleanliness and Orderliness

**Week 20** - Kennel Maintenance

**Week 21** - History Taking and Physical Exams; Exam Room Procedures

**Week 22, 23** - Surgical Assisting

**Week 24** - Safety in the Veterinary Workplace

**Week 25** - Client Management

**Week 26** - Equine

**Week 27** - Bovine

**Week 28** - Porcine

**Week 29** - Reindeer

**Week 30** - Pharmacy Skills

**Week 31** - Vaccines

**Week 32** - Receptionist skills; Confidence with clients

**Week 33** - Receptionist skills; Front desk fundamentals

**Week 34** - Receptionist skills; Telephone skills

**Week 35** - Receptionist skills; Better understanding of the veterinary client

**Week 36** - Course Windup

