**CLS 435 Immunology**

**Fall 2023 Syllabus**

**Important Note:** This syllabus, along with course assignments and due dates, are subject to change. It is the student’s responsibility to check Canvas for corrections or updates to the syllabus. Any changes will be clearly noted in a course announcement or through email.

**Instructor:** Dawn Barten MS, MLS(ASCP)

**Office:**  Science Building D-147

**Phone:** (715) 346-2509 (715) 346-3766 (SHCP Office)

**Cell:** (715) 572-7138

**Email:** dbarten@uwsp.edu

**Fax:** (715) 346-2640

**Office Hours:** Monday, Wednesday and Thursday 11:00 am – 1:00 pm

 Additional hours available by appointment.

**Location & Time:** Lecture: Tuesday & Thursday 9:30 – 10:45 Sci D230

 Lab: Tuesdays 11:00 – 12:50 Sci D123

**COURSE DESCRIPTION:**

CLS 435 Immunology (3 cr.)

Study concepts in immunology and serologic techniques to diagnose disease; discuss immunodeficiency diseases, autoimmune disorders, immunology of malignancies and hypersensitivities. Prerequisites: Biology 385

**LEARNING OUTCOMES:**

 Student will be able to:

1. Develop an understanding of the scope of immunology.
2. Develop an understanding of the various mechanisms involved in the immune response and their importance in the clinical diagnosis of infection and disease.
3. Identify basic types of serological reactions and significance of use in clinical laboratories.
4. Distinguish and discuss diseases relevant to the immune system.
5. Utilize basic serological techniques in disease diagnosis and to recognize the importance of obtained laboratory data and correlation to disease processes.

**COURSE OBJECTIVES:**

 Objectives are provided with each unit.

**FORMAT:**

One hour of lecture and two hours of laboratory per week for 16 weeks

However, on occasion there may be assignments to be completed online to reinforce and enhance your learning experience. You may have the opportunity to work individually and in groups to complete assignments, post results to Canvas, and respond. This process will provide more experience in critically analyzing laboratory data correlating data to disease processes.

**INSTRUCTOR RECOMMENDATIONS:**

Students are expected to do the assigned readings and review previous lecture material prior to coming to class. Students are also expected to print and read laboratory procedures prior to attending lab.

**LECTURE MATERIALS AND RECORDINGS:**

Lecture materials (including exams) and recordings for CLS 435 Immunology are protected intellectual property at UW-Stevens Point. Students in this course may use the materials and recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with disability requiring accommodation. [Regent Policy Document 4-1] Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes or completed exams to anyone else or from being paid for taking notes by any person or commercial firm without the instructor’s express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university’s policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

**ATTENDANCE:**

1. Attendance is mandatory in both lecture and lab. If your schedule takes you away, please ask a peer for notes or to record the lecture (with instructor permission). There will be **no make-up labs**. If your schedule takes you away from your normal lab session, please contact the instructor as soon as possible to identify a plan.
2. Absences will be excused only with appropriate proof (i.e., note from a physician or funeral notice of an ***immediate*** family member).

**ASSIGNMENTS:**

Please refer to the appropriate lecture and laboratory schedules to identify assigned work along with due dates as appropriate.

**LATE WORK POLICY:**

Be sure to pay close attention to deadlines – there will be no make-up assignments or quizzes. Late assignments will be accepted as follows:

 1 days late – 75% of the earned grade

 2 days late – 50% of the earned grade

 3 or more days late – No points awarded.

**No work will be accepted once the instructor has graded and returned the work to the students.**

**EXAMS/QUIZZES:**

1. Four – One-hour Lecture Exams
2. Comprehensive Final Lecture Exam
3. Quizzes - Lecture/Laboratory as assigned.

**Students must earn a minimum of 60% in lecture and 60% in lab. Failure to achieve one or both minimums will result in a final grade of “F”.**

**Students must attain a final grade of a “C-” or better in the course to attend their clinical practicum. Students not meeting this requirement will be removed from their clinical placement and will need to meet with the CLS Program Director to identify a plan moving forward.**

**GRADING SYSTEM:**

|  |  |
| --- | --- |
| **Letter Grade** | **Percentage** |
| A | 93-100% |
| A- | 90-92% |
| B+ | 87-89% |
| B | 83-86% |
| B- | 80-82% |
| C+ | 77-79% |
| C | 73-76% |
| C- | 70-72% |
| D+ | 67-69% |
| D | 60-66% |
| F | 0-59% |

**DERIVATION OF COURSE GRADES:**

 Hour exams/Quizzes/Attendance/Professionalism = 50%

 Final Examination = 20%

 Laboratory = 30%

**REQUIRED TEXT:**

Text rental: Turgeon, ML. Immunology & Serology in Laboratory Medicine. Sixth Edition. St. Louis. Elsevier; 2018

Online via Canvas: CLS 435 Laboratory Manual: Immunology Preclinical Laboratory Experiences.

*Supplemental text and journal articles will be provided and used as needed.*

**COMMUNICATING WITH YOUR INSTRUCTOR**:

1. Email is the quickest way to reach me, dbarten@uwsp.edu. I will respond to you in a reasonable amount of time (~24-48 hours). Please note, I do not check email on a regular basis after 5 pm or on weekends. It is not uncommon for instructors to receive as many as 100 emails from students, university & professional committees, etc. in a day. Please be respectful and professional in all correspondence. Yours should be clear, concise, include the course number, section, and your student ID #.
2. Phone: You may call my office at 715-346-2509. I have also included my cell phone to be used during evening hours and in case of emergency. Please leave a message if I am unable to answer.
3. I will hold office hours on the days/times identified above. Individual meetings can be arranged through an email request or phone call. I do not hold normal office hours during the following weeks: Thanksgiving week, Christmas break, Winterim, Spring Break, Summer Break, or finals weeks. Posted office hours are subject to change.

**ARTIFICIAL INTELLIGENCE (AI)**

One goal of this course is for you to work on developing the discipline-specific writing skills that you will need to be successful as a professional in this field. I want to acknowledge that recent buzz about ChatGPT and other generative AI tools poses some interesting questions about the need for developing these skills, and how such tools can be used in higher education. Given that this technology is still in its infancy and that my goal is for you to develop your skills as writers, the unauthorized use of ChatGPT or other AI writing tools is **NOT** permitted in this course. Students found to be using such tools will be considered as engaging in conduct aimed at making false representations of a student’s academic performance, and will be subject to disciplinary action as defined in the [UWSP Academic Misconduct Policies](https://www3.uwsp.edu/dos/Documents/UWSP14-Final2019.pdf).

**THE FOLLOWING IS FROM THE SHCP STUDENT HANDBOOK** (modified slightly for this course) which may be found on the SHCP website <http://www.uwsp.edu/shcp/Documents?MT/Handbook.pdf>

 ***General Student Expectations***

1. You are expected to complete lessons, assignments, quizzes, and exams according to the course schedule, syllabus and/or calendar. If an emergency or illness occurs that prevents you from accomplishing the above, it is your responsibility to contact the instructor (**in person or by telephone, voicemail or email**)
2. It is your responsibility to read and obtain notes or course material from other students. Each instructor reserves the right to determine how they will incorporate lessons, assignments, quizzes, and/or exams not completed into your final grade.
3. It will be the instructor’s decision to allow or not allow make-up lessons, assignments, quizzes and/or exams.
4. Verification of your attendance in class will be accomplished by
5. **Cell phones must be turned off and stowed away during all lectures.** Research supports the idea that having visual access to a cell phone diminishes our ability to learn.
6. **Cell phones are not allowed in lab.** This will be strictly enforced. Please leave them in your backpack in the resource room. If present in lab coats, pockets or on the lab bench you will be asked to place them in your backpack.
7. The format for make-up exams may differ from the original exam delivered.
8. Exam/Quiz days:
	1. Use of any electronic devices is not allowed during any quiz or exam both in lecture and laboratory experiences (except approved calculators). Cell phones must be turned off and stowed in backpacks during exams/quizzes. During exams, backpacks will be placed in the front of the lecture classroom or in the resource room during laboratory sessions.

***Professional Demeanor***

1. Interactions with instructors and peers will be professional at all times. Courteous behavior and use of only appropriate language will be expected.
2. You will demonstrate appropriate professional demeanor by promptly and consistently completing all classroom and laboratory sessions.

The following requirements will be expected during lab.

1. You will follow all safety policies and other procedural guidelines consistent with OSHA and university requirements. Personal protective equipment must be worn at all times in the laboratory.
2. You will demonstrate appropriate professional demeanor by consistently remaining in the work area during scheduled lab times and completing all required work in a thorough and timely manner.
3. You will demonstrate an appropriate professional demeanor by adhering to the current dress and appearance codes while in the laboratory. Absolutely no open-toed shoes or shorts may be worn in the lab.
4. You will demonstrate a high degree of professional demeanor by consistently cleaning (to include disinfection) work areas when entering and leaving the laboratory and returning supplies to where they were originally found.

***Health Requirements***

You will be required to complete the following requirements for your laboratory course.

1. Hepatitis B Vaccination (HBV)

The series of three injections for Hepatitis B immunization is strongly recommended for individuals at risk of exposure to blood or other potentially infectious materials. Documentation and proof of vaccination is required.

The Hepatitis B vaccination is a noninfectious yeast-based vaccine administered as a series of three injections. It is prepared from recombinant yeast cultures, rather than from human blood or plasma. Thus, there is no risk of contamination from other bloodborne pathogens nor is there any chance of developing HBV from the vaccine.

The second injection should be administered one month after the first and the third injection six months after the initial dose. More than 90% of those vaccinated will develop immunity to the Hepatitis B virus. To maximize development of immunity, it is important for individuals to receive all three injections. Currently, it is unclear how long the immunity lasts, so booster shots may be required at some time in the future.

The vaccine causes no harm to those who are already immune or to those who may be HBV carriers. Individuals may opt to have their blood tested for antibodies to determine the need for the vaccine. Anyone who declines vaccination must complete a declination form. This form will be kept on file. If an individual experiences an exposure incident (needle stick, blood splash in the eye, etc.), a confidential medical evaluation must be completed by a licensed health care professional. An appropriate follow-up procedure is also determined. The HBV and HIV status of the source individual is determined to the extent possible as provided by law. The health professional follows guidelines of the US Public Health Service in providing treatment. The health care professional must give a written opinion on whether or not HBV vaccination is recommended at this time and whether the exposed individual received it. Medical records are confidential. HIV or HBV status must not be reported. The expense of vaccination and titers is your responsibility.

1. Other Health Conditions

Notify your laboratory course instructor if other medical/surgical conditions exist. The notification will serve in your best interest regarding potential health and safety issues. Program continuance and department expectations of you will remain the same. Medical information remains confidential.

**ACADEMIC MISCONDUCT: *(Dismissal from the Program)***

You will maintain academic standards, ethics, and honesty, including UWSP, SHCP and individual course standards. The following policy statement does not replace, but rather defines the SHCP cheating policy as it relates to all students in the programs. **SHCP faculty equate unethical and/or dishonest behavior as demonstration of the potential for harmful and life-threatening behavior in the clinical setting.** Therefore, **cheating in any of its forms will not be tolerated**. The following activities are specifically prohibited and will warrant a warning or reprimand, failure or reduction of your grade on an assignment or exam, probation, temporary or prolonged suspension, or permanent expulsion from the SHCP programs.

1. **Cheating** includes but is not limited to the following:
	1. Copying from another student’s test/quiz paper
	2. Copying from another student’s assignment without faculty approval for collaboration.
	3. Using materials, or inappropriate procedures during a test/quiz not authorized by the person giving the test/quiz.
	4. Collaborating with any other person during a test/quiz without faculty approval for collaboration.
	5. Knowingly obtaining, using, buying, selling, voluntarily revealing transporting, or soliciting in whole or part contents of any test/quiz without authorization of appropriate official.
	6. Bribing any other person to obtain a copy of a test/quiz.
	7. Soliciting or receiving unauthorized information about any test/quiz.
	8. Substituting for another student or permitting any other person to substitute for you in completing a test/quiz.
2. **Plagiarism** is the unacknowledged use of any other person or group’s ideas or work. This includes purchased or borrowed papers.
3. **Collusion** is the unauthorized collaboration with another person in preparing assignments or projects in course work.
4. **Falsification** is the intentional and unauthorized altering or inventing of any information or citation in an academic exercise, activity, or record-keeping process.
5. **Giving, selling, or receiving unauthorized course or test information.**
6. **Using any unauthorized resource** or aid in the preparation or completion of any course work, exercise, or activity.
7. **Infringing on the copyright law of the United States** which prohibits the making of reproduction of copyrighted material except under certain specified conditions.
8. **Falsifying data** and submitting as true, authentic data.
9. **Altering test responses after the test is corrected** and stating that altered response was actually misread by the faculty or staff reviewing the test responses.

You are subject to cheating policies, codes, definitions, and sanctions established by the SHCP, the University of Wisconsin System, and the University of Wisconsin-Stevens Point. Please refer to the university handbook for details. <http://www.uwsp.edu/stuaffairs/Documents/RightsResponse/SRR-2010/rightsChap14.pdf>.

Specific SHCP sanctions that typically apply to cheating during test-taking or to cheating on class assignments are listed below.

1. **Warning.** A warning will be issued if the incident cannot be verified beyond a reasonable doubt. A warning is a verbal or written notice to you that your conduct may be in violation of UWSP and/or SHCP’s rules and regulations. Continuation of such conduct or actions may result in further disciplinary action.
2. **Grade Reduction.** Reduction by one full letter grade of your grade for the course
3. **Failure of course.** A failing grade for the course will be assigned if you have previously participated in at least one verifiable act of cheating.
4. **Dismissal from the Program.** Dismissal from the program will be implemented if
	1. You previously participated in more than one verifiable act of cheating.
	2. You fail to meet time deadlines to correct deficiencies pursuant to academic probation matters.
	3. You fail to attend a scheduled practicum.
	4. You fail to successfully complete a practicum with minimum proficiency.
	5. You fail to consistently follow guidelines for protection of self and others in matters regarding health and safety.

You are encouraged to consult with your instructor or advisor if you are having problems meeting program goals, objectives, or academic standards. The following provides a summary of the due process procedure which should be followed.

1. Schedule a conference with your clinical or academic instructor.
2. If unsatisfactory progress is made or no resolution can be reached, schedule a meeting with your director, program coordinator, or department chair for review and resolution of the matter.

**STUDENT SUPPORT RESOURCES**:

**Counseling Center**

 Delzell Hall

 910 Fremont Street

 Stevens Point, WI 54481

 715-346-3533

counsel@uwsp.edu

**Mental Health Resources for Students**

 **Mantra Health**

Teletherapy & Telepsychiatry

* Diverse therapists
* After-hours availability
* Medication evaluations & prescriptions.

**You@UWSP**

 Self-help & Well-being Platform

**Didi Hirsch Mental Health Services**

24/7 Mental Health Support:

* Call or text: 888-531-2142
* [Start a chat session​](https://na0messaging.icarol.com/ConsumerRegistration.aspx?org=2036&pid=813&cc=en-US)
* Crisis care available.

**Dean of Students Office**

 2100 Main Street

Old Main, Room 212

 Stevens Point, WI 54481-3897

 Phone: 715-346-2611

DOS@uwsp.edu

**Care Team**

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which individually, I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by contacting the Dean of Students office or by calling university police (911).

**Equal Access And Disability Accommodations**

If you have a condition that may impact your learning and/or participation in course activities, please contact the [Disability Resource Center](https://www.uwsp.edu/disability-resource-center/) (DRC).  The DRC will engage in an interactive process with students and identify appropriate academic accommodations and auxiliary services in accordance with the University’s legal obligations.  Instructors, students, and DRC staff work collaboratively to establish any necessary adjustments or supports.  Accommodations are rarely applied retroactively so it is vital that students make timely requests.

Please let me know if you have questions.  The DRC is located in 108 Collins Classroom Center and can be reached at 715/346-3365 and drc@uwsp.edu

**Inclusivity:**

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students’ learning needs be addressed both in and out of class, and that the diversity that the students bring to this class be viewed as a resource, strength, and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated. Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups.

If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it by contacting the Dean of Students office directly at dos@uwsp.edu.

**ADDITIONAL UWSP POLICIES**

**Absences due to Military Service**

As stated in the UWSP Catalog, you will not be penalized for class absence due to unavoidable or legitimate required military obligations, or medical appointments at a VA facility, not to exceed two (2) [weeks](https://www.uwsp.edu/veteran-services/Pages/short-term-leave.aspx) unless special permission is granted by the instructor. You are responsible for notifying faculty members of such circumstances as far in advance as possible and for providing documentation to the Office of the Dean of Students to verify the reason for the absence. The faculty member is responsible to provide reasonable accommodations or opportunities to make up exams or other course assignments that have an impact on the course grade. For absences due to being deployed for active duty, please refer to the [Military Call-Up Instructions for Students](https://www.uwsp.edu/finaid/veteran-services/Pages/Call-Up-Guidelines.aspx).

**Academic Integrity**

At UW-Stevens Point and in all courses, we place great emphasis on academic integrity and honesty. Plagiarism, fabrication, cheating, helping others commit these acts, and any form of dishonesty compromise the educational process and devalue the achievements of all students. All work you submit must be original and completed individually unless collaboration is explicitly allowed. Always acknowledge your sources, cite appropriately, and give credit where it's due. If instances of alleged academic dishonesty are identified, appropriate actions will be taken in accordance with the institution’s policies ([UWSP Chapter 14](https://www3.uwsp.edu/dos/Documents/UWSP14-Final2019.pdf)). These actions could include revising the assignment, receiving a lower grade or no credit for the assignment, receiving a lower grade for the entire course, or facing greater academic consequences.

*If you are unsure if something might be considered academic misconduct, you are struggling to understand the content or an assignment, or you have fallen behind for whatever reason, please contact your instructor as soon as possible.* By nurturing a community of support, honesty, and respect, we ensure that academic pursuits and your experiences at UW-Stevens Point are both meaningful and genuine.

**Clery Act**

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our [Annual Security Report](https://www.uwsp.edu/dos/clery/Documents/ASR-ASFR.pdf). Another requirement of the Clery Act is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our [Jeanne Clery Act](https://www.uwsp.edu/dos/clery/Pages/default.aspx) page.

**Commit to Integrity**

As a student in this course (and at this university) you are expected to maintain high degrees of professionalism, commitment to active learning and participation in this class and also integrity in your behavior in and out of the classroom.

**Confidentiality**

Learning requires risk-taking and sharing ideas. Please keep your classmates’ ideas and experiences confidential outside the classroom unless permission has been granted to share them.

**Incomplete Policy**

Under emergency/special circumstances, students may petition for an incomplete grade. An incomplete will only be assigned if extenuating circumstances exist. All incomplete course assignments must be completed by the end of the following semester. Please contact the instructor as soon as possible if this situation arises.