

**VIRGINIA WESTERN COMMUNITY COLLEGE  
RADIOLOGICAL SCIENCE II  
RAD 112 Spring 2025**

**INSTRUCTOR INFORMATION**

Susan A. Nolley M.S., R.T.(R)

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**OFFICE HOURS**

Monday - 8:00am – 1:00pm

Tuesday – 1:30pm – 3:30pm

Wednesday – 8:00am – 11:00am

**COURSE CREDIT**

4

**CONTACT METHODS AND RESPONSE TIME**

Personal meetings available by appointment. Emails, phone calls, voice messages, and text – 8am to 4pm Monday – Thursday, will be answered within 48 hours. Any communications received after 4pm Mon. – Thur. will be addressed the following day and any communications received after 4pm on Friday will be addressed on Monday.

**CLASS SCHEDULE**

Lecture: Tuesday and Thursday - 8:30am –10:00am.

Laboratory: Tuesday 10:30am – 1:30pm

**REQUIRED TEXT**

**Essentials of Radiologic Science, 2<sup>nd</sup> Ed.**

- Robert Fosbinder & Denise Orth

**Radiologic Science for Technologist, 12<sup>th</sup> Ed.**

- Stewart C. Bushong

**GRADING POLICY**

95 – 100      A

88 - 94.9      B

80 - 87.9      C

75 - 79.9      D

0 - 74.9      F

**\*\*Grades will not be rounded\*\***

**An average test score of 75% and an overall course score of 80% is required to pass the course.**

## **COURSE OUTLINE:**

Course outlines can be found on the Canvas Radiography Cohort page under the Course Outlines module titled Radiography Course Outlines.

## **GRADING FORMAT**

Tests.....	50%
Comprehensive Lab Project .....	5%
Final Exam.....	40%
Lab and Other Assignments.....	5%

## **ATTENDANCE POLICY**

- Attendance is important in order to be successful in this class, as well as this program. Keep in mind at all times, this program is preparing you to function as entry-level technologists. A technologist must be reliable. Gaps in attendance create instructional and learning inconsistency.
- Consistency is an integral part of learning, especially in a competency-based program. **THEREFORE, ANYONE ABSENT FOR MORE THAN A TOTAL OF SIX HOURS OF CLASS TIME, EITHER LECTURE, LABORATORY, OR A COMBINATION OF THE TWO, WILL HAVE THEIR FINAL GRADE REDUCED ONE LETTER GRADE.**
- Students who cease attendance prior to the withdrawal deadline for a class will need to withdraw themselves from the course. If the student does not withdraw and withdrawal deadline has past, the student will receive a grade of “F”. The student may request an administrative withdrawal because of mitigating circumstances if applicable. Such requests should be submitted to and approved by the Admissions and Records Coordinator in the Admissions Office during the term which the discontinuation of attendance occurs. Students must be making satisfactory progress in the course at the time of “withdrawal” for an administrative withdrawal.
  - **College Policy:** If a student accumulates the sum **equivalent** to 30 percent of the total instructional time in absences, the student will have a consultation with the Program Director and receive an F for the course or the student may withdraw from the course if before the last day to withdraw without grade penalty. (See the College Website for a full explanation of withdrawal procedures and deadlines.)

**\*\*\*The instructor reserves the right to modify based on mitigating circumstances\*\*\***

## **MAKE-UP/LATE WORK POLICY**

Students are expected to attend class regularly, turn assignments in on time, and participate in class discussions.

1. A grade of “0” will be given for any assignment not turned in. Items due may be submitted by e-mailing a picture of the completed assignment before the assignment deadline. Assignments will **NOT** be accepted late unless mitigating circumstances are documented. All assignments are expected to be completed, regardless of lateness.
2. **Students are expected to take tests and quizzes on regularly scheduled days as outlined on the class schedule.** Make-up tests and quizzes are not given unless a

student experience mitigating circumstances and can provide one of the following forms of documentation:

- an original doctor's excuse
- hospitalization with documentation
- other mitigating circumstances will be reviewed as necessary. Documentation and verification may be required.

### **CLASSROOM POLICY**

1. All electronic devices including smart watches must be turned OFF or on SILENT mode, placed in purse or book bags during class time. Anyone who cannot do this will be asked to leave the classroom.
2. During test, image, or worksheet review, all electronic devices will not be allowed to be out on the desk or used unless preapproved by the instructor.
3. Recording or taking pictures of test, images, or other class materials, is strictly prohibited without prior permission.
4. The instructor reserves the right to modify these guidelines based on the individual needs and circumstances of students.
5. If the statements listed above are breached, the student will be in violation of the Academic Honesty Policy and may be placed on probation with or dismissed from the program.

### **ACADEMIC HONESTY POLICY**

The ***Student Conduct Policy*** is accessible on-line on the student website, which can be accessed through the VWCC homepage. If a student is caught cheating in this class, the following may occur:

1. A grade of "0" will be given for the assignment/test, meeting with the Program Director, and a formal program notice of academic dishonesty placed in the student's program file.
2. A grade of "0" will be given for the assignment/test, meeting with the Program Director, and a formal notice of academic dishonesty will be documented and placed in the students' program file **and** a student misconduct form will be completed and submitted.
3. If a student is observed cheating by the instructor, the student may receive a "F" for the course and dismissed from the program.

### **POST TEST REVIEW**

The student will correct the error/errors on the test. If the student does not correct their test, the student will get a "0" on the assignment portion of their grade for that assignment. If the student is absent from class on assignment date, the student will have the opportunity to make corrections during the next class meeting time. If the corrections are not completed during the next class meeting, the student will receive a "0" on the assignment.

### **INCLEMENT WEATHER SCHEDULE**

In the event of delayed opening, class will meet from 10:20am until 11:45am. Lab will meet from 11:55 to 1:25pm. Refer to the inclement weather policy at: [I-60: Inclement Weather – Academic & Student Affairs Policies – Virginia Western Community College](#)

## **ELECTRONIC COMMUNICATION DEVICES FOR TESTING**

**Electronic Communication Devices such as cell phones, I-Pads, Apple Watches etc, may not be used during a test.** During a testing situation, they **MUST BE TURNED OFF or TAKEN OFF**. Any student found to be using an electronic communication device during a test will be assumed to be cheating and will face the same consequences for academic dishonesty. A **FOUR-FUNCTION** calculator or preapproved calculator may be used. When testing using Respondus Lockdown Browser and Monitor, the student must download Respondus Lockdown and complete the task required to use webcam monitoring during the test.

## **AI POLICY**

No Generative AI Usage Permitted: For the duration of this course, the use of Generative AI in assignments is strictly prohibited. Assignments are opportunities for personal growth, critical thinking, and applying your acquired knowledge. Your individual effort and creativity are essential in demonstrating your understanding of the course material. Dependence on AI undermines these objectives and compromises the integrity of the learning process. We appreciate your commitment to academic honesty and dedication to upholding this course's principles by refraining from using Generative AI in your assignments.

## **ZOOM POLICY**

The Radiography profession is highly dependent upon in-person contact and instruction for adequate retention of educational material. Therefore, Zoom may be offered to a student by the course instructor in the event of an emergency or mitigating circumstance. The instructor reserves the right to allow or deny zoom attendance.

## **DISABILITY AND PREGNANCY ACCOMMODATIONS**

Virginia Western Community College (VWCC) is committed to ensuring equitable access to learning for all students. If you anticipate or encounter any barriers to learning in this course, please discuss these concerns with your instructor.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, VWCC provides reasonable accommodations to qualified students with documented disabilities. Disabilities may include, but are not limited to, learning, mental health, sensory, physical, chronic medical conditions, pregnancy, and childbirth-related medical issues.

Students with documented disabilities, including pregnant or parenting students, may request reasonable accommodation(s) for this course by contacting the Office of Disability Services (ODS). For more information about ODS, including how to apply for services, please visit their website at [How to Access Services – Disability Services – Virginia Western Community College](#) or Contact:

Hillary M. Holland, LPC  
Disability Counselor/ADA Coordinator  
[hholland@viriniawestern.edu](mailto:hholland@viriniawestern.edu)  
(540) 857-6488

Emily G. Scott  
Student Accessibility Specialist  
[egscott@viriniawestern.edu](mailto:egscott@viriniawestern.edu)  
(540) 857-6567

Strauss Family Student Life Center  
Office of Disability Services  
2nd Floor- Suite S207

If you have already been approved for accommodations through ODS, please ensure that you send your Accommodation Access Plans (AP) to your instructor and arrange a time to discuss your plan. You can access your AP through Accommodate at <https://virginiawestern-accommodate.symlicity.com/>

To ensure timely support, please submit your AP and make any accommodation requests as soon as possible.

### **TITLE IX**

Virginia Western Community College is committed to creating a safe and supportive environment for all students, faculty, and staff. In compliance with Title IX of the Education Amendments of 1972, the college strictly prohibits sex-based discrimination in any program, activity, admission process, or employment practice. Prohibited conduct includes, but is not limited to:

- Sexual harassment
- Sexual assault
- Stalking
- Domestic or dating violence
- Discrimination based on pregnancy, parenting status, sexual orientation, gender identity, or related circumstances

The college encourages anyone who experiences or witnesses such conduct to seek support or report concerns. For more information or to file a report, please visit the Title IX webpage. [Title IX - Sexual Harassment, Assault & Discrimination – Behavioral Health and Wellness – Virginia Western Community College](#)

**RADIOLOGIC SCIENCE LAB:** Lab rules are posted in the energized lab and must be followed at all times. The instructor must be present when the lab equipment is energized. When lab is in session all students in the energized lab **must wear their dosimeter** assigned to them for the program. If the student does not have their dosimeter for lab, they will not be allowed to participate in making exposures in the lab; therefore, the lab assignment grade for that day will be a “0”. If a student is absent on a lab day, the lab will be documented as a “0” for that day, as students cannot make up a lab session. While students are in the Lab/Study area, cell phones are prohibited during this time, as it is class time.

### **SPECIAL CONSIDERATIONS FOR COURSE COMPLETION**

In the event of campus closure or courses being required to move to an online or remote learning format, this course will continue via Zoom with modified Lab assignments. If the Lab assignments are unable to be completed or modified to fit the learning outcomes for the course, the students in the course will be given a grade of “I” (incomplete) and the lab requirements will be completed upon return to campus.

[ADA Statement \(PDF\)](#)

[Title IX Statement \(PDF\)](#)