



## **NURS 3311.01E Pathophysiology**

COURSE SYLLABUS: Spring 2025; Tuesdays 0800 – 1030 in NHS Room 261

### **INSTRUCTOR INFORMATION**

Instructor: Jennifer Ashcraft, MSN Ed., RN

Office Location: NHS Building, Nursing Department # 230

Office Hours: Monday: 1100 - 1700; Tuesday – Friday: By appointment only

Office Phone: **903-886-5315**

Cell Phone: **479-461-6242**

University Email Address: [jennifer.ashcraft@tamuc.edu](mailto:jennifer.ashcraft@tamuc.edu)

Preferred Form of Communication: email

Communication Response Time: Two business days

### **COURSE INFORMATION**

Materials – Textbooks, Readings, Supplementary Readings

#### **Required Textbooks:**

Story, L. (2022). Pathophysiology: A practical approach (4th ed.) Jones & Bartlett Learning. ISBN 9781284205435.

#### **Highly Recommended Texts:**

American Psychological Association. (2020). Publication manual of the American Psychological Association (7th ed.). American Psychological Association. ISBN: 978-1-4338-3216-1

#### **Software Required:**

- Microsoft Office
- ExamSoft Exemplify
- Assessment Technologies Institute, LLC. (2021). <https://www.atitesting.com>

*The syllabus/schedule are subject to change.*

## Course Description

Through an interdisciplinary approach, examines the biological, environmental, and psychosocial factors contributing to disease onset and progression; Delves into critical thinking and analytical skills vital for understanding the pathophysiological bases of illnesses commonly encountered in nursing practice; Integrates knowledge of normal physiology with aberrant physiological responses.

## Student Learning Outcomes

By the end of the course, students will be able to demonstrate a thorough understanding of pathophysiology and recognize early signs of disease.

1. Describe normal physiological processes and compare how the etiology, pathogenesis, clinical manifestations, and complications of common disease states are altered. (PLO 2, 6; AACN Essentials 1)
2. Recognize clinical cues exhibited by patients associated with various health disorders (PLO 1, 2, 6; AACN Essentials 1, 2)
3. Examine and evaluate which diagnostic tests and laboratory values are necessary to assess, diagnose and monitor patients with complex health conditions. (PLO 1, 2; AACN Essentials 1, 3)
4. Communicate effectively with patients, families, and interdisciplinary healthcare team members to promote health and prevent disease. (PLO 4; AACN Essentials 1, 2, 3,7,8)
5. Discuss the nurse's role and responsibility for assessment of individuals experiencing health problems that result in pathophysiologic alterations. (PLO 1, 2, 3, 4; AACN Essentials 1, 2, 3, 8)

## COURSE REQUIREMENTS

### Minimal Technical Skills Needed

Using the learning management system, using Microsoft Word, Microsoft Excel and PowerPoint.

### Instructional Methods

This course requires students to complete reading assignments, online activities, and independent study to be successful. Course objectives may be met through individual study using suggested resources, active involvement in classroom activities, formal, and informal exchange of ideas with classmates and colleagues regarding specific topics as well as utilizing critical thinking skills. Teaching methods include lecture, seminar, discussion, small group work, independent study of texts and library resources, computer-assisted instruction, audio-visual aids, and

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assignments. While the professor will provide guidance and consultation, the student is responsible for identification of learning needs, self-direction, seeking consultation, and demonstration of course objectives.

### **Student Responsibilities or Tips for Success in the Course**

- Logging into the course website and email regularly for faculty communication (especially the night before class/clinical)
- Updating semester calendar with communicated changes
- Regular study (recommend a minimum 2-3 hours study/course credit hour per week). For example 3-credit course = 6 to 9 hours study time/week.
- Attendance at all class meetings, clinical, seminars and simulations
- Review and remediation of examinations.

### **Advising Statement**

Before being accepted and entering the nursing program, undergraduate students may have been advised by a pre-nursing advisor. However, once admitted into nursing, the nursing faculty become the student's advisor. The nursing department subscribes firmly to the chain of command because, as nurses, that is how most employers will require you to resolve issues. If you have a problem with a course, you should contact your instructor, then the course coordinator, then the department head for nursing. Therefore, any advisement questions or any other concerns you have should first be discussed with your clinical or course instructor. She/he is your advisor for that semester.

### **GRADING**

Final grades in this course will be based on the following scale:

A = 90%-100%    B = 80%-89%    C = 75%-79%    D = 60%-74%    F = Below 60%

### **ASSESSMENTS**

Assignments	Weight
Exams (7) 10% each	70%
Class Prework (10) 0.5% Each	5%
ATI Anatomy & Physiology Practice A/B and Proctored	10%
System Disorder Paper (2) 5% Each	10%
Attendance & Participation	5%
Total	100%

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A minimum grade of 75 is required to pass the course. The average of the 5 modular exams and one comprehensive final exam MUST be 75% or greater before ANY other course grades are averaged to compose the final grade. If the exam average is below 75%, the student will receive the grade of “D or F” for the course regardless of any other grade(s).

Other graded assignments will not be added to the final grade unless exam grade average is 75% or higher.

All students with an exam grade of less than 75 should review their exam. It is the student’s responsibility to contact their course faculty or the Student Success Coach to set up an appointment to review the exam. The exam must be reviewed before the next scheduled exam. Only the most current exam may be reviewed. All students are welcome to review their exams by scheduling an appointment with course faculty.

Successful completion of the examinations and other required assignments will enable the student to meet the student learning outcomes.

### **For Clinical Courses:**

The clinical component is PASS/FAIL and must be passed in order to pass the course. To receive a passing grade in clinical you must achieve 75% or better on each of the clinical assignments and receive a satisfactory clinical evaluation. You may redo any assignments one time that are less than 75% but 75% is the maximum grade you will receive for the redone assignment.

**Clinical is graded Pass/Fail. If the student fails the clinical component, the entire course must be repeated.**

You must also adhere to the expected clinical behaviors. Any instance of violation of any of the objectives listed in the Student Performance and Behaviors Evaluation Form may result in clinical suspension, receipt of a Student Performance and Behaviors Evaluation form, failure of clinical, failure of the course, and/or removal from the nursing program. See Student Guide for more information.

### **For Standardized Exams:**

TAMUC School of Nursing utilizes Assessment Technologies Institute (ATI) assessment materials (content mastery practice assessments and content mastery proctored assessments) to guide and assess mastery of nursing content necessary for entry into practice. Specific ATI assessment and grading guidelines are outlined in the document entitled “ATI Content Mastery Series (CMS) Assessment Grading Rubric” in the LMS module folder entitled “ATI Assessment Grading Rubric”.

### **Late Submissions:**

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It is expected that you will submit all class and clinical assignments on time. **If you need an extension, it should be requested before the due date/time and may or may not be approved at the discretion of the course coordinator.** Unexcused late assignments will be penalized 10% per day for each of the first two days overdue; on the 3rd day, the grade will be assigned as 0%. Communication on these matters is the student's responsibility.

Multiple instances of late clinical assignments will result in receipt of a **Student Performance and Behaviors Evaluation Form** and, possibly, failure of clinical/course.

### **Paper Submissions:**

All documents submitted online are to be in .docx, .rtf, or .pdf format. No other formats will be accepted (JPEG, GIF, etc.). Assignments need to be submitted in a maximum of one document per assignment. Failure to follow these guidelines will result in a grade of "0" on the assignment.

### **Group Work:**

All members of the group will receive the same grade on any group work. However, a student can be removed from his/her team if the other students in the group come to the instructor and report that a student is not doing his/her fair share of the work. If that happens, the instructor will notify the student in writing. The student will then be responsible for doing the assignment on his/her own. It is expected that the group will make the attempt to resolve the situation within the group before instructor intervention.

## **Assessments**

- Module Exams  
**Exams will be administered through ExamSoft.**  
 There are 6 proctored, computer-based examinations and a final comprehensive computer-based examination. The Course Schedule identifies exam dates and applicable content. Questions will be in multiple formats, which could include multiple-choice, select all that apply, matching, sorting, short answer, hot spot, and more.  
**NOTE: Students arriving after the exam has begun may not be permitted entry. Students will need to take a make-up exam at a date/time schedule by faculty. Failure to arrive on time for a make-up exam may result in a zero.**  
**If an exam is missed due to illness, the student must provide a doctor's note. Failure to provide a doctor's note will result in a zero for the exam. Students can utilize the Student Health Services on campus free of charge for medical evaluation and receive a doctor's note.**
- Proctored ATI RN Anatomy and Physiology Exam  
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necessary for entry into practice. The ATI RN Anatomy and Physiology exam will be computer-based and administered according to the date and time posted in the class schedule. Testing Policies and Procedures and lateness policies apply.

- **Pework Module Activities**  
There are prework assignments for selected module. The purpose of the prework is to prepare you for class.
- **System Disorder Papers**  
There will be 2 two-page written papers on selected system disorders. The papers will be written in APA format.  
East Texas A&M University acknowledges that there are legitimate uses of Artificial Intelligence, Chat GPT®, or other software that has the capacity to generate text, or suggest replacement for text beyond individual words, as determined by the instructor of the course.  
Any use of such software must be document. Any undocumented use of such software constitutes an instance of academic dishonesty (plagiarism).  
For the first paper assigned, a program that corrects spelling and grammar (i.e. Grammarly®) may be utilized. The use of any other form of Artificial Intelligence programs, without the express written consent of the instructor, will result in a zero for the assignment.  
The second paper assigned is to be completed using Artificial Intelligence (i.e. Chat GPT®). Students will then evaluate the results of the AI generated paper for accuracy.
- **Attendance and Participation**  
This assignment requires and recognizes student engagement in the teaching/learning process. Attendance is met by being present for the entirety of each class session. Participation is met by actively joining in classroom activities and post class participation assignments.

## **Class**

There are a variety of assignments for this class to meet the learning outcomes and to accommodate different learning styles. Assignment rubrics will be posted in D2L. Class meetings will occur **every Friday morning (0800 - 1030)**. You are expected to come to class prepared to engage in content discussions.

**Exams will occur on selected Friday mornings (0800 - 0900)** per the course schedule attached.

All work in this course is individual work unless specified as group work.

Any incidence of academic dishonesty (copying, plagiarism, cheating, etc.) will result in a failure of the assignment and may result in failure of the course as per the TAMUC Academic Dishonesty Policy.

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## TECHNOLOGY REQUIREMENTS

### LMS

All course sections offered by East Texas A&M University have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm)

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

## ACCESS AND NAVIGATION

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or [helpdesk@tamuc.edu](mailto:helpdesk@tamuc.edu).

**Note:** Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

## COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

### Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

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### **Interaction with Instructor Statement**

It is expected that you will check your D2L course and email regularly for communication from the instructor(s). Be sure to check the night before class/clinical. A response to any email or message will occur within two (2) business days.

Communication between faculty and students is primary and taken seriously. Preferred communication methods are individualized office hours, email, or via cell-phone. If a phone call is not answered, please leave a message and send an e-mail using the direct e-mail link on the course home page. You will be treated with collegial respect and you are expected to communicate likewise in a professional manner.

Faculty will make every effort to return class assignments within two weeks of submission and feedback on clinical work before subsequent work is due.

## **COURSE AND UNIVERSITY PROCEDURES/POLICIES**

### **Course Specific Procedures/Policies**

#### **Nursing Student Guide**

Specific information regarding the nursing program and current policies and procedures can be found in the current BSN Student Guide found in the Student Success Coaching Course in D2L.

It is the student's responsibility to review and understand the policies and procedures provided in the student guidebook as all students are held to the statutes and policies therein.

#### **Syllabus Change Policy**

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor(s) to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

#### **Class**

1. **Class Cancellation:** In the event that a class is canceled, the student is expected to do the readings and complete the objectives for that day. The content will still be included on examinations. The material in this syllabus and dates identified in the Course Calendar are subject to change.
2. **Class attendance** is expected. The students should notify course coordinator in advance of any absence.
3. **Exam dates** are listed in each course syllabus, and the student is expected to be present for exams. In the event that the student will be absent, the course coordinator must be notified in advance. Failure to do so may result in the student receiving a zero for the missed exam or quiz. Review the BSN Student Guide for the exam absence process.

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4. As an adult learner and responsible professional, the student is responsible for reading and completing assignments prior to class and for being prepared to participate in discussions over the assigned material. It should not be expected that all material would be covered in class. Students are expected to come to class prepared.

### **Medication Administration**

Medication Calculation content and quizzes will be covered in multiple courses throughout the curriculum. Medication calculation exam(s) will occur in the following nursing courses: NURS 3620, 3630, 3531, 4541, and 4650. The number of items may range from 5 to 20 to establish competency. Other courses may choose to incorporate medication calculation in class, clinical, or exams as identified in the course syllabus.

1. A medication calculation quiz will be given prior to the start of clinical rotations. Students must achieve 100% on the quiz to administer medications.
2. In addition to being unable to administer medications, students not achieving 100% on the medication calculation exam will be required to complete medication.
3. Scheduling of remediation is the student's responsibility. A general remediation plan is located in the course syllabus. A specific remediation plan may be created between the student and course faculty at the discretion of the course faculty.
4. Students may remediate with their clinical faculty, course faculty, skills lab coordinator or with tutor depending on availability. The student must email in advance to schedule remediation and receive a confirmation response.
5. Students not achieving 100% on the medication calculation quiz will have the opportunity to take another medication calculation quiz at least weekly until 100% is achieved or until the 4<sup>th</sup> week of clinical.
6. In lieu of a separate medication calculation quiz, a student who achieves 100% on medication calculation questions on a course exam will have demonstrated sufficient knowledge of medication calculation and will be taken off of remediation. After being removed from remediation, students will be allowed to administer medication in clinical. Clinical faculty will be notified once a student can administer medications.
7. Students who fail to achieve 100% on the medication calculation quiz by the fourth week of clinical will be suspended from all clinical activities for inability to meet minimum patient care safety requirements. Clinical hours missed during suspension must be completed before the semester's end.
8. While on suspension, it is the student's responsibility to set up and attend remediation. Medication calculation quizzes will be set up at the discretion of the course coordinator.
9. A student may miss no more than 2 clinical experiences due to suspension before failure of the clinical portion of the course. A student must make a 100% on the medication calculation quiz during this time in order to pass the clinical portion of the course.

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## University Specific Procedures

### Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](#).

<http://www.tamuc.edu/Admissions/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum:

<https://www.britannica.com/topic/netiquette>

### TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage.

### Academic Integrity

Students at East Texas A&M University are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

[Undergraduate Student Academic Dishonesty Form](#)

[Graduate Academic Dishonesty 13.99.99.R0.10](#)

[Graduate Student Academic Dishonesty Form](#)

### Students with Disabilities-- ADA Statement

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

#### Office of Student Disability Resources and Services

East Texas A&M University

Velma K. Waters Library Rm 162

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: [studentdisabilityservices@tamuc.edu](mailto:studentdisabilityservices@tamuc.edu)

Website: [Office of Student Disability Resources and Services](#)

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### **Nondiscrimination Notice**

East Texas A&M University will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

### **Campus Concealed Carry Statement**

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in East Texas A&M University buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. Students have 24/7 access to the Counseling Center's crisis assessment services by calling 903-886-5145. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

### **Mental Health and Well-Being**

The university aims to provide students with essential knowledge and tools to understand and support mental health. As part of our commitment to your well-being, we offer access to Telus Health, a service available 24/7/365 via chat, phone, or webinar. Scan the QR code to download the app and explore the resources available to you for guidance and support whenever you need it.



The Counseling Center at A&M-Commerce, located in the Halladay Building, Room 203, offers counseling services, educational programming, and connection to community resources for students. For more information regarding Counseling Center events and confidential services, please visit [www.tamuc.edu/counsel](http://www.tamuc.edu/counsel)

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## **Department or Accrediting Agency Required Content**

The Board of Nursing requires applicants, students throughout the program, graduates and licensure renewals to answer questions as to their ability to be admitted to a nursing program, sit for the NCLEX-RN exam or be re-licensed. You are responsible for checking those questions to be sure you remain in compliance. Keep in mind that your fingerprints are on file with the BON so if you should ever be arrested, they would be notified. You should notify them proactively. The link is as follows:

[https://www.bon.texas.gov/licensure\\_eligibility.asp](https://www.bon.texas.gov/licensure_eligibility.asp)

## COURSE OUTLINE / CALENDAR

**NURS 3311 – Pathophysiology  
Spring 2025: Friday 0800 – 1030 in NHS Room 261**

**\*See weekly module in D2L for specific page number for all reading assignments**

Week 1	Jan 13 – Jan 19	<p><b>Attend Class January 17</b></p> <ul style="list-style-type: none"> <li>• Orientation/Syllabus Review</li> </ul> <p><b>Due January 19 @ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 1</li> </ul> <p><b>Read the following content:</b> Chapter 1 Cellular Function*</p>
Week 2	Jan 20 – Jan 26	<p><b>Attend Class January 24</b></p> <p><b>Due January 26 @ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 2</li> </ul> <p><b>Read the following content:</b></p> <ul style="list-style-type: none"> <li>• Chapter 13 Integumentary*</li> </ul>
Week 3	Jan 27– Feb 2	<p><b>Attend Class January 31</b></p> <p><b>Due Feb 2 @ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 3</li> </ul> <p><b>Read the following content:</b></p> <ul style="list-style-type: none"> <li>• Chapter 14 Sensory Function*</li> </ul>
Week 4	Feb 3 – Feb 9	<p><b>Attend Class February 7</b></p> <p><b>EXAM 1 Covers Content from weeks 1, 2, and 3</b></p> <p><b>Due Feb 9@ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 4</li> </ul> <p><b>Read the following content:</b></p> <ul style="list-style-type: none"> <li>• Chapter 2 Immunity*</li> </ul>
Week 5	Feb 10 – Feb 16	<p><b>Attend Class February 14</b></p> <p><b>Due Feb 16 @ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 5</li> </ul> <p><b>Read the following content:</b></p> <ul style="list-style-type: none"> <li>• Chapter 3 Hematopoietic Function*</li> </ul>
Week 6	Feb 17 – Feb 23	<p><b>Attend Class February 21</b></p> <p><b>EXAM 2 Covers Content from weeks 4 and 5</b></p> <p><b>Due Feb 23 @ 2359</b></p> <ul style="list-style-type: none"> <li>• Assignment 6</li> </ul> <p><b>Read the following content:</b></p> <ul style="list-style-type: none"> <li>• Chapter 5 Respiratory Function*</li> </ul>

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- Week 7 Feb 24 – March 2  
 Attend Class February 28  
 EXAM 3 Covers content Week 6  
 Due March 2 @ 2359
- Assignment 7
- Read the following content:
- Chapter 4 Cardiovascular Function\*
- Week 8 March 3 – March 9  
 Attend Class March 7  
 Due March 9 @ 2359
- Systems Disorder Paper 1 Due
- Read the following content:
- Chapter 6 Fluids, Electrolyte, and Acid-Base Homeostasis\*
- Spring Break March 10 - 16**
- Week 9 March 17 – March 23  
 Attend Class March 21  
 EXAM 4 Covers content Week 7 and 8  
 Due March 23 @ 2359
- Assignment 8
- Read the following content:
- Chapter 9 Gastrointestinal Function\*
- Week 10 March 24 – March 30  
 Attend Class March 28  
 Due March 30 @ 2359
- ATI Anatomy and Physiology Practice A
- Read the following content:
- Chapter 12 Musculoskeletal Function\*
- MARCH 28 – LAST DAY TO DROP**
- Week 11 March 31 – April 6  
 Attend Class April 4  
 EXAM 5 Covers content week 9 and 10  
 Due April 6 @ 2359
- Assignment 9
- Read the following content:
- Chapter 11 Neural Function\*
- Week 12 April 7 – April 13  
 Attend Class April 11  
 Due April 13 @ 2359
- Systems Disorder Paper 2 Due
- Read the following content:
- Chapter 7 Urinary Function\*

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Week 13 April 14 – April 20	<p>Attend Class April 18 Due April 20@ 2359</p> <ul style="list-style-type: none"><li>• ATI Anatomy and Physiology Practice B</li></ul> <p>Read the following content:</p> <ul style="list-style-type: none"><li>• Chapter 8 Reproductive Function*</li><li>• Chapter 10 Endocrine Function*</li></ul>
Week 14 April 21 – April 27	<p>Attend Class April 25 EXAM 6 Covers Content Weeks 11, 12 and 13 Due April 27 @ 2359</p> <ul style="list-style-type: none"><li>• Assignment 10</li></ul> <p>Read the following content:</p> <ul style="list-style-type: none"><li>• Appendix A – Normal Lab Values</li></ul>
Week 15 April 28 – May 4	<p>Attend Class May 2 ATI Anatomy and Physiology Proctored Exam Final Exam Review</p>
Week 16 May 5 – May 9	<p>FINALS WEEK Attend FINALS May 5 1000 – 1200 Final Pathophysiology Comprehensive Exam</p>

## Rubrics

*The syllabus/schedule are subject to change.*