

SRGT 1260 Surgical Clinic I *Fall 2015*

Faculty Information

Name: Kristine Flickinger
E-Mail: kflickinger@odessa.edu
Phone: 432-335-6459
Office: HSB 214

Office Hours	
Campus Office Hours:	Monday 1630- 1700 Tuesday 0800 -1200 Wednesday/Thursday 1430-1700
Online Office Hours	

About Your Instructor

Good Morning, I hope to bring a wealth of information to you each day from my 30+years of experience as an educator and RN. I recently obtained my CST so I could be mobile in the Surgical Technology field. My clinical expertise comes from working in the OR since 1976 in a variety of roles from scrub to first assistant. My most recent clinical experience was in a community hospital from 2002 until 2014, where I worked in the entire perioperative arena including scrubbing and circulating. I have been working with surgical technology students since 1982 in a variety of roles that included precepting clinical students in the operating room to being an Educator (1984-2014) and Program Director (1998- current).

Preferred Method of Communication:

Please use email as your primary method of communication. kflickinger@odessa.edu

Expectations for Engagement for Instructor:

As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will

- provide my contact information at the beginning of the syllabus;
- respond to all messages within 24 hours if received Monday through Thursday, and within 48 hours if received Friday through Saturdays. I am not online Sundays;
- notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of during the time I am unavailable.

As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will

- provide clear information about grading policies and assignment requirements in the course syllabus, and
- communicate any changes to assignments and/or to the course calendar to students as quickly as possible.

As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will

- post grades for discussion postings within one week of the discussion thread closing.
- provide grades for assignments within 2 weeks of the due date.

Textbook Information and Required Hardware/Software

Textbook(s):

Association of Surgical Technologists, (2013). *Surgical technology for the surgical technologist: a positive care approach*. Delmar, New York.

Rothrock, J. (2014). *Alexander's care of the patient in surgery*. Elsevier, Missouri.

Rutherford, C. (2010) *Differentiating surgical equipment and supplies*. F.A.Davis, Philadelphia.

Rutherford, C. (2012). *Differentiating surgical instrumentation*. F.A.Davis, Philadelphia.

Hardware: Computer with speakers to access power point presentations and videos.

Software: NA

Computer Browsers:

- Mac users should use Firefox
- PC users may use any browser except IE10

Websites:

You will access course materials for this course by logging into **Blackboard** at <https://blackboard.odessa.edu/webapps/login/>.

Students, if you have problems logging onto Blackboard, please call the Student Success Center at 335-6673 for assistance.

Campus Computer Labs Information About the Course

Course Description: A health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional.

Course Prerequisites: SRTG 1505

Corequisites: HPRS 1106, BIOL 2401, SURGT 1509

Course Topics: From corequisite theory and surgical procedures available to the student in the clinical setting.

Grading

CLINICAL EVALUATION TOOL

1. Demonstrate proper OR attire.
2. Demonstrate preparation and sterilization of instrument trays utilized in the Operating Room.
3. Demonstrate fundamental clinical skills inherent as a surgical technologist in a clinical setting relating to beginning/intermediate general and specialty cases to include
 - scrub, gown, glove self and others independently
 - set up surgical field; supplies, equipment, and instrumentation following surgeon's preference card for all entry level surgical interventions .
 - selects and prepares suture
 - performs a variety of draping techniques
 - assists with passing off equipment
 - passes instrumentation safely
 - maintains the integrity of instruments
 - utilizes sterile technique based upon principles of asepsis, recognizes and corrects breaks in technique
 - counts sponges, needles, blades, instruments according to hospital policies
 - adheres to infection control and safety policies of institution
 - assists with cleaning and restocking of equipment and supplies
 - follows hospital policy with specimen procurement
 - demonstrates ability to anticipate surgeon's needs
 - demonstrates ability to troubleshoot equipment malfunctions, emergency situation needs, and changes in procedure on short notice
4. Demonstrate professional attitudes and behavior, accepts constructive criticism, and conducts self with integrity.

Students are expected to work towards the 120 case requirements for graduation throughout the clinical courses. Each student's portfolio will be different depending upon the type of cases available at their respective clinical sites. Students are required to accumulate 30 general cases; 20 being first scrub; 10 can be second scrub

90 specialty cases; 60 being first scrub; 30 can be second scrub

Specialty cases are further clarified as being in the areas of Orthopedics, Peripheral Vascular, GYN, GU, ENT, Oral/Maxillofacial, Reconstructive, Cardiothoracic, Ophthalmic, Neuro and Diagnostic Endoscopy. Vaginal deliveries can be used as second scrub up to five (5). Students must demonstrate a variety of specialty cases having a portfolio that consists of five (5) different specialties with no less than 10 or more than 15 in each of the five (5) areas. Students will keep an electronic log of the cases they have participated in and submit it weekly with the completed Clinical Preceptor Evaluation Tool, indicating the status of their participation during the case. Only those cases with a completed Preceptor Evaluation Tool indicating that they completed the case satisfactorily in the first or second scrub role will be accepted towards the graduation case requirements.

Gowns and gloves others according to hospital policy. Hands gown to surgeon with fold facing other, approaches other with hands cuffed, glove cuff covers all digits when presenting to other with thumb to umbilicus.	
Moves in sterile field appropriately. Face to face or back to back if sterile, keeps sterile field in view, maintain distance.	
Drapes Mayo stand properly, keeping hands cuffed and between level of chest and waist. Does not let mayo cover fall below waist. Pads Mayo stand and creates a neutral zone for sharps.	
Prepares basins according to policy	
Prepares drapes for surgeon in order of use. Pass correctly.	
Instrument handling:	E S M U
Recognizes general instruments, counts them correctly, knows other names for instruments, places correct instruments on Mayo stand if utilizing it. Keep instruments neat during procedure.	
Passes the instrument correctly. Picks it up with same hand they are passing with and passes properly for surgeon's use. Knows hand signals if surgeon is using them.	
Understands the sequence of instrumentation and anticipates the surgeon's needs by demonstrating an understanding of the procedural steps and anatomy of the patient.	
Medication handling:	E S M U
Reads label out loud with circulator, confirm expiration date receives and labels solutions and medication of the back table. All containers including syringes are labeled properly.	
Reiterates when passing to the surgeon. Verify medications at time of relief.	
Sponges and sharps:	E S M U
Initiates counts while setting up the case, during the case and at the end of the case. Counts in proper order of sponges, sharps and instruments. Counts sponges in separate piles, never removes band before starting count with circulator, counts out loud, closing counts from field, to mayo to back table to floor.	
Loads and unloads scalpel properly using an extension of their fingers. Passes scalpel safely if required keeping cutting edge visible and fingers on top of handle.	
Loads and unloads suture correctly. Suture is positioned on the needle holder according to surgeon preference. Needles are placed in needle box without the use of fingers. All needles are visible during the counts.	
Professional Behavior:	E S M U
Accepts constructive criticism well and changes behavior or action related to it. Able to accept responsibility, recognizes strengths and weaknesses and adapts to change.	
Integrates cultural influences into the OR environment. Conducts self in a professional manner including terminology, tone of voice, body language, reliability and attitude.	
Additional Comments:	

A	100 - 93
B	92 - 84
C	83 - 75
F	74 - 0

Student Course Participation

As a student, I understand that I am responsible for keeping up with the course. To help with this, I will

- identify alternative computer and internet access in case my primary computer crashes or my internet service is unavailable;
- recognize that the college provides free Wi-Fi and computer labs during regular campus hours to help me with accessing my course; and,
- understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my equipment or service is unreliable.

As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to

- getting “kicked off” of the system during tests or quizzes;
- having trouble submitting assignments; and
- dealing with a traumatic personal event.

As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will

- seek out help from my instructor and/or from tutors;
- ask questions if I don’t understand; and
- access my course several times during the week to keep up with assignments and announcements.

Course Policies

Disclaimer

This syllabus is tentative and subject to change in any part at the discretion of the instructor. Any changes will be in accordance with Odessa College policies. Students will be notified of changes, if any, in timely manner.

Original Effort

The work submitted for this course must be original work prepared by the student enrolled in this course. Efforts will be recognized and graded in terms of individual participation and in terms of ability to collaborate with other students in this course.

Course Alignment with Industry Standards

(Insert Here)

Digital Protocol

Cell phones must be placed on either *vibrate* or *silent* mode and are to be accessed in emergency cases only. The use of laptops or any other digital device is permitted in order to facilitate note-taking relative to instruction. Any written assignments will be submitted electronically on Blackboard. **The electronic recording of the time on Blackboard will be considered the time of assignment submission. Take necessary steps to ensure that your assignments are submitted on "Blackboard" time.** Back-up and/or additional copies of all assignments submitted is encouraged. **Computers/printers are available to OC students in the LRC (301-303); therefore, not having access to a computer due to technical issues (crash; corrupted files) will not be considered as an acceptable reason for not completing assignments.** If there is a loss of server connection with Odessa College due to maintenance, then an email will be sent to student with pertinent information and status reports. Assignments submitted electronically need to be **WORD documents (doc or docx).**

Attendance Policy

Students are expected to attend class regularly. Students are expected to attend class, lab and clinic rotations regularly. Students shall be prompt to class and clinical rotations. Points will be deducted from a student's final course grade for absences. (1-2 abs = .5pt. ea., 3-5 abs = .75 pt. ea., 6-7 abs = 1 pt. ea.) A student is considered absent if more than 30 minutes late to lecture or lab or more than one (1) hours late for clinical rotation.

AVID

This course has been identified as a course by Career, Technical, and Workforce Education as one in which teaching and learning strategies adopted by AVID will be implemented. As a student in this course, you will be expected to develop an understanding of the strategies, to model the strategies, to maintain fidelity of implementation, and to examine how these strategies may impact your effectiveness as a professional in your chosen area of occupation, either through coursework or practicum experience as outlined by the course instructor.

Grade Inquiry Policy

It is the responsibility of the individual taking this course to maintain accurate track of assignment submissions and grades. There will be opportunities during the semester to meet with the instructor to discuss your academic progress. Contact the instructor to schedule an appointment. Class time will not be used for grade inquiries. All grades are final.

General Course Requirements

1. Attend class and participate.
2. Contribute and cooperate with civility.
3. **Submit assignments on time. Late work will not be accepted. Medical and/or family circumstances that warrant an extension on assignments need to be presented to the instructor. Extensions will be allowed at the instructor's discretion.**

Incomplete Policy

An 'Incomplete' grade may be given only if:

1. The student has passed all completed work
2. If he/she has completed a minimum of 75% of the required coursework. A grade of an "I" will only be assigned when the conditions for completions have been discussed and agreed upon by the instructor and the student.

Course Schedule

(Tentative and Subject to Change)

<i>Type of Assignment</i>	<i>Percentage/Points</i>	<i>Learning Objective</i>
Case Research #1	Must be completed and turned in on time. If returned for inadequate information it must be resubmitted within 1 week.	<ul style="list-style-type: none"> -Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information -Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication -Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions -Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal -Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making -Social Responsibility - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.
Case Research #2		same
Case Research #3		same
Case research #4		same
Weekly journal		Communication Skills - to include effective development,

		interpretation and expression of ideas through written communication.
Clinical log/preceptor sheets/faculty summative and summative evaluations		Demonstrate the ability to perform the role of first scrub on some basic general and specialty cases.

Core Objectives (COs)

Description of Core Objectives (CO's)

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Therefore, with the assistance of the Undergraduate Education Advisory Committee, the Coordinating Board has approved guidelines for a core curriculum for all undergraduate students in Texas.

Through the application and assessment of objectives within the institution's core curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world; develop principles of personal and social responsibility for living in a diverse world; and advance intellectual and practical skills that are essential for all learning. Appropriate Odessa College faculty periodically evaluates all of the courses listed in the descriptions on the following pages of this catalog and keys them to Odessa College's Institutional Core Objectives (ICOs), as defined by the Texas Higher Education Coordinating Board (THECB). (Source: *Odessa College Catalog of Courses 2012-2013, page 73*)

Odessa College's Core Objectives (COs):

1. *Critical Thinking Skills (CT)* - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. *Communication Skills (COM)* - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. *Empirical and Quantitative Skills (EQS)* - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. *Teamwork (TW)* - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. *Social Responsibility (SR)* - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities
6. *Personal Responsibility (PR)* - to include the ability to connect choices, actions and consequences to ethical decision-making

Course Objectives

Course Student Learning Outcomes

End-of-Course Outcomes: Students will

1. Apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with surgical technology.
2. Demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills in surgical technology.
3. Will use appropriate written and verbal communication skills using medical terminology.

Learning Outcomes

Student Learning Outcome(s)	Core Objectives (CO's)
<p>Students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, and procedures.</p>	<p><i>Critical Thinking Skills</i> - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information</p>
<p>Students will apply the theory, concepts, and skills involving interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.</p>	<p>Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication</p>
<p>Students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and verbal communication skills using the terminology of the occupation and the business/industry.</p>	<p>Empirical and Quantitative Skills - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions</p>

<p>Students will apply the theory, concepts, and skills involving interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.</p>	<p>Teamwork - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal</p>
<p>Students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.</p>	<p>Personal Responsibility - to include the ability to connect choices, actions and consequences to ethical decision-making</p>
<p>Students will apply the theory, concepts, and skills involving specialized materials, tools, equipment, procedures, regulations, laws, and interactions within and among political, economic, environmental, social, and legal systems associated with the occupation and the business/industry and will demonstrate legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the occupation and the business/industry.</p>	<p><i>Social Responsibility</i> - to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities</p>

Odessa College Policies

Tuition Discounts

The **"First Course is Free"** discount waives standard tuition and fees for the first 3 credit hours taken at Odessa College. The discount applies to high school graduates taking their first class at Odessa College as well as transfer students taking their first class at Odessa College.

The **"Academic Progress Discount"** provides a 10% tuition discount upon completion of 30 credit hours until reaching 45 credit hours. It provides a 20% discount upon completion of 45 credit hours until reaching 60 credit hours. Student must maintain a 2.0 GPA to remain eligible for the discount.

Academic Policies

Note that the OC Student Handbook states (page 32) that "[i]n cases of academic dishonesty, the instructor has the authority to impose appropriate scholastic penalties. Complaints or appeals of disciplinary sanctions may be filed in accordance with the college due process procedure. Copies of the college due process procedure are available in the office of The Director of Student Life (CC104)."

For more information on your rights and responsibilities as a student at Odessa College, please refer to the following: *The 411 of OC: Student Handbook 2012-2013; Student Rights & Responsibilities* <http://www.odessa.edu/dept/studenthandbook/handbook.pdf>

Scholastic Dishonesty

Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by board policies. Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism and collusion.

"Cheating on a test" shall include:

- Copying from another student's test paper
- Using test materials not authorized by the person administering the test.
- Collaborating with or seeking aid from another student during a test without permission from the test administrator.
- Knowingly using, buying, selling, stealing or soliciting, in whole or in part, the contents of an unadministered test.
- The unauthorized transporting or removal, in whole or in part, of the contents of the unadministered test.
- Substituting for another student, or permitting another student to substitute for one's self, to take a test.
- Bribing another person to obtain an unadministered test or information about an unadministered test.
- "Plagiarism" shall be defined as the appropriating, buying, receiving as a gift, or obtaining by any means another's work and the unacknowledged submission or incorporation of it in one's own written work.
- "Collusion" shall be defined as the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements. (Source: *Odessa College Student Handbook 2012-2013, page 29-30*)

Special Populations/Disability Services/Learning Assistance

Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please feel free to contact me to discuss

your concerns. You may also call the Office of Disability services at 432-335-6861 to request assistance and accommodations.

Odessa College affirms that it will provide access to programs, services and activities to qualified individuals with known disabilities as required by **Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 (ADA)**, unless doing so poses an undue hardship or fundamentally alters the nature of the program or activity. Disabilities may include hearing, mobility or visual impairments as well as hidden disabilities such as chronic medical conditions (arthritis, cancer, diabetes, heart disease, kidney disorders, lupus, seizure disorders, etc.), learning disabilities or psychiatric or emotional disabilities. A student who comes to Odessa College with diagnosed disabilities which may interfere with learning may receive accommodations when the student requests them and submits proper documentation of the diagnosis. A Request for Accommodations form and guidelines for beginning the request process are available in the OC Help Center or on the Odessa College web site at <http://www.odessa.edu/dept/counseling/disabilities/index.htm>. The college strives to provide a complete and appropriate range of services for students with disabilities such as assistance with testing, registration, information on adaptive and assistive equipment, tutoring, assistance with access and accommodations for the classroom where appropriate. For information regarding services, students with disabilities should contact the Office of Disability Services in the OC Help Center located in Room 204 of the Student Union Building or call 432-335-6433. (Source: *Odessa College Catalog of Courses 2012-2013, page 52*)

Dropping a Course or Withdrawing from College

Students wishing to drop a non-developmental course may do so online using WebAdvisor, at the Wrangler Express, or Registrar's Office. A student wishing to drop a developmental course or withdraw from college should obtain a drop or withdrawal form from the Wrangler Express or the Registrar's Office. Students are encouraged to consult with instructors prior to dropping a class. Students may not completely withdraw from the college by use of the Web. Students must drop a class or withdraw from college before the official withdrawal date stated in the class schedule. Students who are part of the Armed Forces Reserves may withdraw with a full refund if the withdrawal is due to their being ordered into active duty. A copy of the student's orders must be presented to the Registrar's Office at the time of the withdrawal. For details, please contact the Office of the Registrar. **No longer attending class does not automatically constitute withdrawal from that class, nor does a student's notification to an instructor that the student wishes to be dropped. Failure of a student to complete the drop/withdrawal process will result in a grade of "F."** (Source: *Odessa College Catalog of Courses 2012-2013, page 36*)

Student Support Services and Technical Support

Blackboard Support

I can't log into my Blackboard Course, who do I contact?

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. The SSC can provide you with your Blackboard login name. If you are not sure what your password is, they can reset your password.

I'm having a problem in my Blackboard Course, who do I contact?

For any problem that you have in your online course, always contact your Instructor first. Refer to the Instructor's Contact Information area of the Syllabus for their preferred method of contact and the expected response time.

Additional Blackboard Help Resources:

Service	Assistance Provided	Available
Blackboard Help for Students	Website with a searchable list of topics on how to navigate and use Blackboard for online courses.	Online Click here.
Blackboard On Demand Learning Center for Students	This website provides an extensive list of short tutorial videos for student activities performed in Blackboard.	Online Click here.
Blackboard Collaborate: First Time Users	If you have never used Blackboard Collaborate before, this website provides a system requirements check, configuration instructions, and training and resources area.	Online Click here.
Blackboard Collaborate: Essentials for Participants	This website provides essential information for Participants of	Online Click here.

	Collaborate sessions. Any Collaborate user, whether first-time or experienced, would benefit from reviewing the information here.	
--	---	--

Student E-mail Support

How do I set up, access, or update my Odessa College Student E-mail account?

Go to this website and follow the directions on the page: <http://www.odessa.edu/gmail/>.

I can't access my student email! I forgot my password!

Contact the Student Success Center: 432-335-6673 or online at https://www.odessa.edu/dept/ssc/helpdesk_form.htm. They can provide you with assistance in accessing your student email (created by OC) and can also assist with resetting your student email password. Make sure to have your student ID number available!

Your Blackboard login name is associated with your OC created student email account. All Correspondence for this course will be submitted using your Odessa College student email address.

Support for Students with Disabilities

How do I contact the Office of Special Populations?

Main Number	432-335-6861
Campus Location	SUB 204N in the Student Union Building
Email	Becky Rivera-Weiss - brivera@odessa.edu
Website	To find out more about services provided by the Special Populations office, please visit: http://www.odessa.edu/dept/counseling/disabilities/index.htm

Learning Resources Center (LRC; Library)

How do I contact the Learning Resource Center?

Main Number	432-335-6640
FAQ Service	LibAnswers: http://libanswers.odessa.edu
Contact a Specific OC Librarian	Pat Quintero at 432/335-6350 or pquintero@odessa.edu Donna Clark at 432/335-6645 or dclark@odessa.edu Carolyn Petersen at 432/335-6641 or cpetersen@odessa.edu
LRC Services and Guidelines Website	https://www.odessa.edu/dept/library/services/index.htm

Equipment and Services Provided:

The Murry H. Fly Learning Resources Center (LRC) supports the college's curriculum resulting in a primary emphasis on each student's individual study and research needs. The faculty and staff work with the LRC's Technical Services and Public Services Departments in choosing materials to support all

college programs. More than 59,000 books, 50,000 electronic books, 350 current periodicals, 6,700 media holdings, eight newspapers, and 60 databases are available to enhance the educational process.

Equipment/Services Available	Used For	Available
Books, videos, CDs	Research	On Campus and Online
Specialized databases not available online for free	Research	On Campus and Online
Magazines, newspapers, & scholarly journals	Research	On Campus and Online
Computers	Research & word processing	On Campus
Selected textbooks for short-term use	Course work	On Campus
Trained staff	Answer "where do I find?"	On Campus and Online
Tutorials	Tips for research strategies	On Campus and Online
Photocopiers, VHS/DVD players, FAX service	For course work	On Campus
Quiet study areas	For course work	On Campus

Student Success Center (SSC) / AVID Center

How do I contact the Student Success Center?

Appointments are preferred, but walk-ins will be served as soon as possible.

Main Number	432-335-6673
Campus Location	1st floor of the Library
Website with Additional Help and Information	http://www.odessa.edu/dept/ssc/
Live Online Assistance / Chat	Click Here <i>(If no one is currently available, please put your email and question(s) in the appropriate areas of the form and hit 'send.' Your question(s) will be addressed as soon as an SSC staff member becomes available.)</i>

Equipment and Services Provided:

The purpose of the Odessa College Student Success Center is to provide assistance to students in meeting their academic and career goals. The SSC strives to continually provide new and updated resources that will empower all Odessa College students to succeed at OC and beyond.

Equipment/Services Available	Used For	Available
------------------------------	----------	-----------

Tutoring by CRLA & Avid trained tutors	Understanding course work and motivation	On Campus and Online Click here for more information.
Student Information Seminars (SIS)	Demo email, Blackboard and SSC resources	On Campus and Online Click here for more information.
Study Skills	Tools needed to succeed	On Campus and Online Click here for more information.
Basic Technology	To navigate classes, email, etc.	On Campus and Online
Plato Web	Practice for TEAS test and basic math, science, etc.	On Campus and Online Click here for more information.
Project T.I.E.	Practice for GED/COMPASS	On Campus and Online Click here for more information.
Student Orientation/Tour	Show individual students where their classes will be. SIS presentation	On Campus
M.O.R.E. Mentoring Program	Networking, tips to navigate college life successfully	On Campus Click here for more information.
Smart thinking	Online tutoring service. Connect with an e-structor and interact with a live tutor.	Online Click here for more information.

Veterans Support

How do I contact the office for Veteran's Outreach?

Main Number	432-335-6833
Campus Location	204M (Help Center) in the Student Union Building
Email	Gloria Rangel - grangel@odessa.edu
Website	To find out more about services provided by the Veteran's Outreach office, please visit: http://www.odessa.edu/dept/counseling/veterans/index.htm