

## Course Information

Course Number: *DDHS 4010*  
Course Title: *National Board Review*  
Section: *Spring 2024*  
Time: *Tuesday 10am-12pm*  
Location: *Room 134 (Room 310 on 1/8/24)*  
Credit Hours: *1*

## Instructor Details

Course Director: *Maureen Brown, BSDH, MS-HIED, RDH*  
Office: *Room 139H*  
Phone: *214-828-8405*  
E-Mail: *maureen.brown@tamu.edu*  
Office Hours: *By appointment*

## Additional Participating Faculty

Celeste Abraham, DDS, MS  
Vonica Chau, DDS, PA  
Jane Cotter, RDH, MS  
Brandy Cowen, RDH, MS  
Eric Fox, RDH, MS  
Deborah Foyle, DDS, MS, MSc  
Hui Liang, BDS, MS, PhD  
Yongbo Lu, MS, MD, PhD  
Ariana Mendoza, BSDH, MPH, RDH  
Leigh Ann Nurick, BSDH, MA, MS  
Chunlin Qin, DDS, MS, PhD  
Kayla Reed, RDH, MS  
Lura Suh, PhD  
Mikhail Umorin, MS, PhD  
John Wright, DDS, MS

## Course Description

*Reviews applications of previous course content using a seminar format in preparation for the National Board Dental Hygiene Exam (NBDHE).*

## Course Prerequisites

*None*

## Course Learning Outcomes

### **Course Objectives**

*Upon completion of the course, the student will be able to:*

- 1. Complete the application process for the NBDHE.*
- 2. Complete the application process for dental hygiene licensure for the state in which dental hygiene student intends to practice.*
- 3. Analyze the most current NBDHE guide published by the Joint Commission on National Dental Examinations (JCNDE).*
- 4. Formulate an individualized time management matrix and/or prospective study planner to prioritize preparations for NBDHE.*
- 5. Complete the mock NBDHE administered in class.*

### **Learning Outcomes/Competencies**

*The following list of beginning competencies identifies the knowledge, skills and attitudes the dental hygiene student must acquire by graduation in order to become a competent, curious and caring practitioner of dental hygiene. This course will begin to address these specific competencies that will be needed to treat patients in a professional and competent manner. Refer to Competencies for the Dental Hygienist, Caruth School of Dental Hygiene.*

#### **I. Professionalism**

- 1.1 Apply ethical reasoning to dental hygiene and practice with professional integrity.*
- 1.2 Comply with state and federal laws governing the practice of dentistry and dental hygiene.*
- 2.1 Apply critical thinking skills and evidence-based decision making to the practice of dental hygiene.*
- 2.2 Commit to self-assessment and lifelong learning in order to provide contemporary clinical care.*
- 2.3 Communicate effectively with diverse populations without discrimination.*
- 2.4 Employ the principles of scientific writing.*
- 3.1 Prepare for career opportunities within health care, industry, education, research, and other roles as they evolve for the dental hygienist.*

#### **II. Health Promotion and Disease Prevention**

- 4.2 Identify the health needs of individuals and assist them in the development of appropriate and individualized self-care regimens.*

#### **III. Patient Care**

- 6.1 Determine medical conditions that require special precautions or consideration prior to or during dental hygiene treatment.*
- 6.2 Perform an extraoral and intraoral examination of the patient including assessment of vital signs and radiographic examination and distinguish normal from abnormal findings.*

- 6.3 *Manage the patient at risk for a medical emergency and be prepared to handle the emergency should it occur during an appointment.*
- 6.4 *Recognize predisposing, etiologic risk factors, and lifestyle choices that may require intervention to prevent disease.*
- 6.5 *Analyze and interpret the assessment data to formulate a dental hygiene diagnosis related to and congruent with the diagnosis of the dentist and other health professionals.*
- 6.6 *Determine the need for referral to the appropriate health professional.*
- 7.1 *Determine priorities and establish oral health goals with the patient/family and/or guardian as an active participant.*
- 7.2 *Acknowledge cultural differences in populations when planning treatment.*
- 7.3 *Establish a planned sequence of educational and clinical services based on the dental hygiene diagnosis using the problem-based approach.*
- 8.1 *Provide an environment conducive to health by using accepted infection control procedures.*
- 8.2 *Control pain and anxiety during treatment through the use of accepted clinical techniques and appropriate behavioral management strategies.*
- 9.1 *Determine the clinical outcomes of dental hygiene interventions using indices, instruments, examination techniques, and determine the appropriate maintenance schedule.*

## Textbook and/or Resource Materials

### **Required Resources**

*Darby's Comprehensive Review of Dental Hygiene (9th Ed.) Edited by Christine M. Blue*

Published: 2022

ISBN: 978-0-32367-948-0

*Case Studies in Dental Hygiene (3rd Ed.) Author: Thomson*

Published: 2012

ISBN: 978-0-13291-308-9

### **Recommended Resources**

*National Board Review Course*

Author: American Dental Hygienists' Association

Link: <https://www.adha.org/education-resources/national-board-review-2/>

## Grading Policy

### **Grade Scale**

A = 90-100% B = 80-90% C = 75-79% D = 70-74% F = <70%

**Grades, including the final grade will not be curved or rounded.**

**Evaluation Criteria/Methods:** *Conscientious attention to deadlines, course-meeting times, completion of reading and/or written assignments, and active participation in all class activities can have a favorable impact on your learning, as well as that of your classmates. The final grade will be based on the following metrics:*

<b>Assessment Category</b>	<b>Value</b>	<b>Format</b>
Mock NBDHE (Required)	10%	Individual Grade
Participation	90%	Individual Grade

- For any Excused or Unexcused absence: Failure to turn in make-up work assignments, may result in an “F” for the course considering a TWO-point deduction per missed class from final grade will be incurred if not turned in within the 10-day grace period. Make-up work assignments must be turned in before the end of the semester even if the TWO-point deductions have been incurred. Please see the Make-up Work Policy below for further details.

*Graded Class Participation* – No grade will be given for class participation except in the instance a student is caught habitually sleeping during class, which will be considered an unexcused absence. (see Student Rule 10).

*Graded Attendance* – Attendance is 90% of the class grade. Attendance will be taken at the beginning of each class. The class roster will be passed around for each student to sign at 10am. For any excused absence, student must turn in completed questions of the assigned Darby’s Comprehensive Review of Dental Hygiene found at the end of each chapter identified on the course schedule (a student copy of Darby’s Comprehensive Review of Dental Hygiene 9<sup>th</sup> Ed. Is available for use in the library).

### Late Work Policy

No late work will be accepted. Work submitted by a student as makeup work for an excused absence is not considered late work and is exempted from the late work policy.

### Course Schedule

#### TAMU Dental Hygiene’s Directions for NBDHE:

Register and Pay for the NBDHE so that Prof. Nurick can certify you to take the exam. **ALL STUDENTS ARE REQUIRED TO REGISTER BY TUESDAY, FEBRUARY 13, 2024.**

Go online to [www.ada.org](http://www.ada.org) and click on ‘Education’. Click on **DENTPIN** in the drop-down list. You must first register a **DENTPIN** before you can apply to take the exam. Read the information and then click on **DENTPIN** registration. Make sure the name you are using is the **exact name** you will use when you register/pay for the exam **AND** that the name **matches** your ID. Then find **APPLY TO TEST - NBDHE**. Once you finish that and pay, Prof. Nurick will then certify you and you will receive an email saying you can now make an appointment to take the exam.

Schedule is tentative and subject to change.

<b>Date</b>	<b>Time</b>	<b>Topic</b>	<b>Presenter</b>	<b>Department</b>	<b>Pre-Module Materials</b>
1/8/2024 Room 310 Week 1	8:30am- 9:00am	NBDHE Overview	Prof. Maureen Brown	Dental Hygiene	Darby: Ch. 1, 21, 22
Pre-Recorded		NBDHE Overview	Prof. Leigh Ann Nurick	Dental Hygiene	
		Case Based Thinking	Prof. Spittle	Dental Hygiene	
		Microbiology & Immunology	Dr. Laura Suh	Biomedical Sciences	Darby: Ch. 9
1/9/2024 Room 134 Week 1	10am- 12pm	Oral Radiology	Dr. Hui Liang	Diagnostic Sciences	Darby: Ch. 6 Thomas: Ch. 1, 2
1/16/2024 Week 2	10am- 12pm	Periodontology	Dr. Deborah Foyle	Periodontics	Darby: Ch. 14, 17 Thomas: Ch. 3, 4
1/23/2024 Week 3	10am- 12pm	Pharmacology	Dr. Celeste Abraham	Periodontics	Darby: Ch. 11 Thomas: Ch. 5, 6
1/30/2024 Week 4	10am- 11am	Public & Community Health	Prof. Ariana Mendoza	Dental Hygiene	Darby: Ch. 12, 20
1/30/2024 Week 4	11am- 12pm	Clinical Dental Hygiene/HEBS	Prof. Brandy Cowen	Dental Hygiene	Darby: Ch. 10, 15, 18, 21, 22 Thomas: Ch. 7, 8
2/6/2024 Week 5	10am- 12pm	Oral Pathology	Dr. John Wright	Diagnostic Sciences	Darby: Ch. 7, 8 Thomas: Ch. 9, 10
2/13/2024 Week 6	10am- 11am	Health Promotion & Disease Prevention	Prof. Jane Cotter	Dental Hygiene	Darby: Ch. 5, 16
2/13/2024 Week 6	11am- 12pm	DH Theory	Prof. Maureen Brown	Dental Hygiene	Darby: Ch. 15 Thomas: Ch. 11, 12
2/20/2024 Week 7	10am- 11am	Odontology & Embryology	Dr. Chunlin Qin	Biomedical Sciences	Darby: Ch. 2
2/20/2024 Week 7	11am- 12pm	General & Oral Histology	Dr. Yongbo Lu	Biomedical Sciences	Darby: Ch. 2 Thomas: Ch. 13, 14
2/27/2024 Week 8	10am- 12pm	Research/Head & Neck Anatomy	Dr. Mikhail Umorin	Biomedical Sciences	Darby: Ch. 20, 3, 4 Thomas: Ch. 15, 16

3/5/2024 Week 9	10am- 11am	Dental Anatomy	Prof. Eric Fox	Dental Hygiene	Darby: Ch. 5
3/5/2024 Week 9	11am- 12pm	Dental Materials	Prof. Eric Fox	Dental Hygiene	Darby: Ch. 13 Thomas: Ch. 17
3/12/2024 Week 10		Spring Break			
3/19/2024 Week 11		Prep for ADEX/WREB Testing			
3/26/2024 Week 12	10am- 12pm	Optional Student Lead Case/End of Chapter Questions Review			Darby: All Chapters Thomas: All Chapters
4/2/2024 Week 13		Financial Aid Exit Interview			Attendance Required
4/9/2024 Week 14		Research Section Senior Exit Exam			Attendance Required
4/16/2024 Week 15		Preparation for Graduation			
4/23/2024 Week 16		Preparation for Graduation			
4/30/2024 Week 17		Preparation for Graduation			
5/7/2024 Week 18		Preparation for Commencement			

## Optional Course Information Items

### Technology Support

Students are responsible for maintaining their devices and ensuring that they are in proper working order throughout the semester. This includes maintaining access to the college wireless network, access to all accounts (both TAMU and TAMU Health) and keeping passwords up to date. Students are expected to keep their devices up to date regarding patches and OS updates.

#### Division of IT

If the student experiences issues with an electronic device, Wi-Fi access, AxiUm, Zoom, or user accounts, their first point of contact should be the Division of IT Central Help Desk or the local Division of IT at SOD. The Central Helpdesk provides 24-hour support.

Division of IT Central Help Desk Website: <a href="https://it.tamu.edu/help/">https://it.tamu.edu/help/</a> Phone: 1-979-845-8300 Email: <a href="mailto:helpdesk@tamu.edu">helpdesk@tamu.edu</a>	SOD Local Division of IT Office Room: 519 Phone: 214-828-8248
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SOD Instructional Design Team

For electronic exam support or problems concerning other academic technology, such as the LMS (Canvas), ExamSoft, or Examplify, students should contact the Instructional Design team.

Room: 516 through Academic Affairs

Carmina Castro

[ccastro@tamu.edu](mailto:ccastro@tamu.edu)

(214-828-8316)

Jeff Lowry

[lowryj1@tamu.edu](mailto:lowryj1@tamu.edu)

(214-828-8243)

## University Policies

### Attendance Policy

The university views class attendance and participation as an individual student responsibility. Students are expected to attend class and to complete all assignments.

The class will meet in-person on Tuesday morning from 10:00 am – 12:00 pm. In the event of a mandatory shutdown or a guest speaker is not able to conduct in-person lecture, this class will meet alternately by ZOOM on-line platform. In the TAMU department of Dental Hygiene, regular and punctual attendance is mandatory for scheduled or rescheduled in-person or virtual classes. The course director will check attendance at the start of each class or virtual class/activity. **In-person:** Each in-person class attendance will be recorded at the beginning of each class. The class roster will be passed around for each student to sign at 10am. For any excused or unexcused absence, each student must turn in completed questions of the assigned Darby's Comprehensive Review of Dental Hygiene found at the end of each chapter identified on the course schedule (a student copy of Darby's Comprehensive Review of Dental Hygiene 9th Ed. is available for use in the Library). These questions will aid the student in reviewing the material missed. **Virtually:** Each student must type their first and last name in the Zoom Chat Box for the virtual class session. This will provide the course director a time stamp and will record them as present for class. Students who are not present at the beginning of class will be marked absent. **IMPORTANT: If a student is ill on the day the class meets, in-person or virtually, they must contact Pam Hines by PHONE at 214-828-8340. All notifications that you are ill must be received prior to beginning of the class**

### *Excused Absences*

**Illnesses or emergencies:** It is understood that absences due to severe or contagious illness, injuries or emergencies may occur. An absence due to illness may require a medical confirmation note from a student's medical provider. For injuries or illnesses that require a student to be absent from class for three or more business days, a note from his or her medical provider is mandatory. If a student has frequent sick days, the program director may require a medical provider's note for each absence. **Note:** An absence for a non-acute medical service does not constitute an excused absence.

**Religious holy day:** A student whose absence is excused under, or the observance of religious holy day will be allowed to take an examination or complete an assignment from which the student is excused within 3 days after the absence. **If the student fails to schedule and complete the exam or assignment within three days, a grade of zero will be given.**

### *Unexcused Absences*

Non-emergent appointments (illnesses not considered severe or contagious) scheduled during the class time will be considered an unexcused absence. **No make-up test will be given if an absence is**

**unexcused on a test day.** In addition, examinations **will not** be administered in advance for a planned/anticipated unexcused absence. TWO point deduction to the final grade will be incurred for each class session missed from an unexcused absence and the make-up work policy applies.

Please refer to [Student Rule 7](#) in its entirety for information about excused absences, including definitions, and related documentation and timelines.

### Makeup Work Policy

Students will be excused from attending class on the day of a graded activity or when attendance contributes to a student's grade, for the reasons stated in Student Rule 7, or other reason deemed appropriate by the instructor.

The designation of excused or unexcused absence will be determined on an individual basis by the Program Director and Student Affairs. For ANY absences (excused or unexcused), it will be the student's responsibility to review the lecture recordings for the class(es) missed. Additionally, the student must complete a make-up assignment(s) within **10 calendar days (including weekends) after returning to school**. The make-up assignment will require the student to thoroughly answer the end of chapter questions for the class session(s). The assignment must demonstrate the student has listened to the recording(s) and read the assigned reading. **Make-up assignments must be typed, contain the title of the missed class session(s) and be sent via email within the 10-calendar-day deadline. Failure to complete the make-up assignment(s) within this time frame will result in TWO points being deducted from student's final grade per missed class session. To review the comprehensive Texas A&M University student attendance rule, go <http://student-rules.tamu.edu/rule07>.**

### Academic Integrity Statement and Policy

"An Aggie does not lie, cheat or steal, or tolerate those who do."

"Texas A&M University students are responsible for authenticating all work submitted to an instructor. If asked, students must be able to produce proof that the item submitted is indeed the work of that student. Students must keep appropriate records at all times. The inability to authenticate one's work, should the instructor request it, may be sufficient grounds to initiate an academic misconduct case" ([Section 20.1.2.3, Student Rule 20](#)).

#### Texas A&M School of Dentistry

You can learn more about the Aggie Honor System Office Rules and Procedures, academic integrity, and your rights and responsibilities at [aggiehonor.tamu.edu](http://aggiehonor.tamu.edu). You can also contact Graduate Studies at 214-828-8182, Student Affairs at 214-828-8210, or your Program Director, for guidance.

### Americans with Disabilities Act (ADA) Policy

#### Texas A&M School of Dentistry

Texas A&M University is committed to providing equitable access to learning opportunities for all students. If you experience barriers to your education due to a disability or think you may have a disability, please contact the Office for Academic Affairs in the Administration Building Room 514 or at



(214)-828-8978 or [ajwilson@tamu.edu](mailto:ajwilson@tamu.edu). Disabilities may include, but are not limited to attentional, learning, mental health, sensory, physical, or chronic health conditions. All students are encouraged to discuss their disability related needs with Disability Resources and their instructors as soon as possible.

## Title IX and Statement on Limits to Confidentiality

Texas A&M University is committed to fostering a learning environment that is safe and productive for all. University policies and federal and state laws prohibit gender-based discrimination and sexual harassment, including sexual assault, sexual exploitation, domestic violence, dating violence, and stalking.

With the exception of some medical and mental health providers, all university employees (including full and part-time faculty, staff, paid graduate assistants, student workers, etc.) are Mandatory Reporters and must report to the Title IX Office if the employee experiences, observes, or becomes aware of an incident that meets the following conditions (see [University Rule 08.01.01.M1](#)):

- The incident is reasonably believed to be discrimination or harassment.
- The incident is alleged to have been committed by or against a person who, at the time of the incident, was (1) a student enrolled at the University or (2) an employee of the University.

Mandatory Reporters must file a report regardless of how the information comes to their attention – including but not limited to face-to-face conversations, a written class assignment or paper, class discussion, email, text, or social media post. Although Mandatory Reporters must file a report, in most instances, a person who is subjected to the alleged conduct will be able to control how the report is handled, including whether or not to pursue a formal investigation. The University's goal is to make sure you are aware of the range of options available to you and to ensure access to the resources you need.

### Texas A&M School of Dentistry

Students can learn more about filing a report, accessing supportive resources, and navigating the Title IX investigation and resolution process on the University's [Title IX webpage](#). School of Dentistry students can contact Graduate Studies at 214-828-8182, Student Affairs at 214-828-8210, Security at 214-828-8335, their Program Director, or their Department Head to report an incident.

## Statement on Mental Health and Wellness

Texas A&M University recognizes that mental health and wellness are critical factors that influence a student's academic success and overall wellbeing. Students are encouraged to engage in healthy self-care by utilizing available resources and services on your campus

### Texas A&M School of Dentistry

Students who need someone to talk to can call the TAMU Helpline (979-845-2700) from 4:00 p.m. to 8:00 a.m. weekdays and 24 hours on weekends. 24-hour emergency help is also available through the National Suicide Prevention Hotline (800-273-8255) or at [suicidepreventionlifeline.org](https://www.suicidepreventionlifeline.org). You can also contact Graduate Studies at 214-828-8182 or Student Affairs at 214-828-8210 for a referral to a local counselor. These counseling sessions are private and confidential, as are any referral requests.

## Campus-Specific Policies

### Statement on the Family Educational Rights and Privacy Act (FERPA)

FERPA is a federal law designed to protect the privacy of educational records by limiting access to these records, to establish the right of students to inspect and review their educational records and to provide guidelines for the correction of inaccurate and misleading data through informal and formal hearings. Currently enrolled students wishing to withhold any or all directory information items may do so by going to [howdy.tamu.edu](http://howdy.tamu.edu) and clicking on the "Directory Hold Information" link in the Student Records channel on the MyRecord tab. The complete [FERPA Notice to Students](#) and the student records policy is available on the Office of the Registrar webpage.

Items that can never be identified as public information are a student's social security number, citizenship, gender, grades, GPR or class schedule. All efforts will be made in this class to protect your privacy and to ensure confidential treatment of information associated with or generated by your participation in the class.

Directory items include name, UIN, local address, permanent address, email address, local telephone number, permanent telephone number, dates of attendance, program of study (college, major, campus), classification, previous institutions attended, degrees honors and awards received, participation in officially recognized activities and sports, medical residence location and medical residence specialization.

## School and Department Policies

### *Other Pertinent Course Information*

In general, emails, phone calls, Canvas messages, and Teams chat messages (correspondence) will be returned by Prof. Brown during regular business hours. Please be aware that correspondence sent after 5:00 pm may not be answered until 9:00 am the next day. No printed materials will be provided for this course. Students will need to make their own copy of the PowerPoint or other course materials if they choose.

### *Remediation Policy*

A student who earns a grade of "F" must retake the course in the summer semester and will not be allowed to walk at graduation. A grade of "C" must be attained in order to pass the remedial course.

### *Examination Policy*

Dates for scheduled exams cannot be switched. Exams will be taken in Room 6 and proctored by Prof. Brown. Prior to beginning an examination, all cell phones, smart watches and fit bits will be turned into Prof. Brown and will be kept at the front of the class or in backpacks on the stairs until the student has completed the exam. In addition, **NO FOOD OR DRINK** is allowed. Scratch paper provided by instructor is allowed to be used during examination but must be turned in before leaving the room. All exams will be administered via Examplify and will last up to 2 hours. **Students should take care of all personal business prior to beginning their test. However, if the student feels they need to leave during the**

exam, they will be required to log off Exemplify and will not be allowed to return to the classroom (regardless if they did or did not finish the exam). **NO EXCUSES WILL BE ALLOWED.**

**It will be the student's responsibility to make sure their device is working and they have downloaded the exam to their device before the exam session.** In preparation for the exam, the students are responsible for:

- 1) Rebooting their laptop before exam sessions.
- 2) Knowing their NetID and UIN.
- 3) Closing and exiting all applications on their device.
- 4) Ensuring that the DUO dual-authentication is functional and accessible.
- 5) Maintaining their device (laptop or iPod) in good working condition, including keeping their device up to date and patched.

#### Virtual Examination Policy

Any exams administered electronically off-site will be noted well ahead of schedule. Exams needing to be scheduled electronically off-site will be **proctored by Exemplify remote proctoring tools, ExamID and ExamMonitor or the method indicated by SOD instructional design team.** The use of these proctoring tools requires that the student have a laptop or desktop with a working webcam and microphone. It is the responsibility of each student to ensure that they have a working computer that complies with these requirements. **The Apple iPad is NOT compatible with ExamMonitor. Students who do not have an appropriate laptop or desktop will need to be placed with the accommodations group to be proctored by a live person. It is the students' responsibility to facilitate inclusion with the accommodations group.**

ExamMonitor records the student's screen and the student's facial movements via the webcam.

ExamMonitor will **flag** all activity, other than the student looking directly at the computer screen, as potential academic dishonesty. The student's entire face must be visible to the webcam. All sounds, such as talking or paper rustling, will be flagged as potential academic dishonesty.

Students must take every precaution to ensure that they will have a secure and quiet environment for the entirety of the scheduled exam session. This includes that no person or pet intrudes on the exam session. Students must put away all items, including phones, notebooks, paper, textbooks, or any other potentially distracting item. **No scratch paper is allowed during the exam.**

All proctoring reports will be reviewed for flagged incidents of academic dishonesty. The judgement of flagged incidents of potential academic dishonesty will be at the discretion of the course director. If an incident is determined to be an act of academic dishonesty, the student will then be subject to disciplinary action in line with the policies of Texas A&M University Health and the School of Dentistry. If a student unintentionally triggers what they feel will be a flagged incident then **it is their responsibility to immediately communicate the incident to the course director once the exam session has concluded.** The act of reporting the incident to faculty does not guarantee that the incident is not deemed to be an act of academic dishonesty. All flagged incidents will be reviewed.

Unexpected technical issues can occur with electronic devices. Consideration will be given for unforeseen problems or IT infrastructure issues. The above guidelines are to ensure that the student has the best possible and least disruptive exam session as possible.

*Virtual Classroom Expectations and Etiquette*

Classes will possibly be held in a virtual setting this semester. Class attendance is mandatory, and failure to attend the virtual sessions will be subject to the attendance policy. Students are required to enter the virtual classrooms with the audio muted. **VIDEO MUST BE ACTIVATED AT THE BEGINNING OF THE CLASS SESSION AND REMAIN ON UNTIL THE SESSION CONCLUDES.** Unless the instructor provides other directions, questions should be posted through the virtual chat/discussion board.

**During class, students are expected to be alert, engaged, and sitting upright in a well-lit environment that allows their faces to be clearly visible.** Students should attempt to minimize extraneous interruptions from other household members, including pets.

This course will have guest lecturers who are donating their time to speak to TAMSOD students. Any student who demonstrates behavior that is disruptive during class (i.e. talking, laughing, ringing cell phone), will be asked to leave the virtual classroom. **If you are asked to leave the virtual room, this will be counted as an unexcused absence.** If a student has a critical family matter that warrants the need for them to leave the virtual class early, the student should send Prof. Brown an email prior to the start of class