

Revised 10/14/17

**Arts in Medicine: Advanced Professional Seminar**

**HUM 6354, Section 08A7**

**Fall B 2017**

**Meeting Times and Location:** Online

**Credit Hours:** 3

**Instructor:** Jenny Baxley Lee

**Office Hours:** By appointment

**Instructor Contact Information:**

Skype: JennyBaxleyLee

E-mail: Canvas email preferred

**Course Location:** <https://lss.at.ufl.edu/>

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**Course Description**

The course provides a practical and applied orientation to professional competencies, practice, and ethics for the field of arts in health. The advanced professional seminar will focus on core issues, trends, and critical debates central to current practice within the discipline and its historical and contemporary applications. This course is designed to synthesize and integrate student learning in preparation for practice in the field of arts in health. Learning methods include reading, research, writing, weekly discussion, and creative practice.

This course is appropriate for graduate students and professionals of the arts, humanities, sciences, human services, and health related professions.

**Course Objectives/Goals**

- Understand core issues, contemporary trends and critical debates central to the field of arts in health
- Identify and develop core competencies in arts in health
- Explore professional identity with consideration for ethics and standards of practice
- Develop an understanding of research and evaluation methodologies

**Reading and Course Materials\***

Creswell, J. (purchased for *Research and Evaluation* with Judy Rollins)

Kettner, P.M., Moroney, R.M., Martin, L.L. (2008). *Designing and managing programs: An effectiveness-based approach*. Los Angeles, Sage.

Maslow, A. (1971). The farther reaches of human nature. *New York: Viking*. p. 1-100.

\*Additional course materials available in course modules

**Arts in Medicine Advanced Professional Seminar**  
**Course Outline**

| Week | Topic  | Course Materials  | Assignment/s  |
|------|--|---|---|
| 1    | Ethics & Human Nature                                    | Aristotle<br><br>Benner on Virtue/Care Ethics   | Discussion<br><br><b>Capstone Proposal</b><br><br><b>Major Assignment Selection + Checklist</b> |
| 2    | Standards of Practice                                    | Maslow, p. 1-100<br><br>Joan Halifax, <i>Compassion's Edge</i>  | Discussion<br><br><b>Ethics &amp; Standards</b><br><br><b>CITI Human Subjects</b>               |
| 3    | Research & Evaluation                                    | Kettner, et al Ch. 1; 9-11<br>Patton<br>CDC<br>Kellogg Foundation, Evaluations<br>CITI and NIH Trainings          | Discussion<br><br><b>Creative Practice 1</b><br><br><b>Outline</b>                              |
| 4    | Grant writing toward Sustainability                      | Community Tool Box<br>Kettner, et al. Ch. 12  | Discussion<br><br><b>Draft</b>  |
| 5    | Program Implementation for Artists                       | Kettner, et al Ch. 8  | Discussion<br><br><b>Peer Review</b>  |
| 6    | Program Implementation for Administrators & Partnerships | Community Tool Box: Ethical Leadership<br>Kettner, et al. Ch 1. p. 11-26<br>Pell Institute, Engaging Stakeholders | Discussion<br><br><b>Major Assignment</b>   |
| 7    | Advocacy & Visibility                                    | Kellogg Foundation, Strategic Communications Guide  | Discussion<br><br><b>Creative Practice 2</b>  |
| 8    | Synthesis  |   | Discussion  |

**Critical Dates**

All assignment deadlines are at 11:59 pm EST, except for Week 6 due to Thanksgiving holiday

**Discussion Board:** Initial post due on Thursdays by 11:59 pm EST and minimum of 2 responses by Sunday at 11:59 pm EST

**Creative Practice Blogs:** Due Mondays, Weeks 3 and 6 at 11:59 pm EST

**Ethics and Standards:** 10/31

**Major Assignment:** Outline due 11/8, Draft due 11/14, Peer Review due 11/21, Final due 12/5

**Assignments**

1. **Discussion Board** (10 points each, 80 points total) Students will **substantively** participate in all online discussions (one week in duration each) using the Discussion Board on the course website. Topics and discussion questions, often relating directly to required reading, observation or creative process, are posted weekly, and all students will post an initial response by Thursday at 11:59 pm EST, and respond substantively to a minimum of 2 other posts by Sunday at 11:59 pm EST.
2. **Creative Practice** (25 points each; 50 points total) Students will engage in a creative practice in direct response to the course themes and will document the creative practice. Posts may utilize narrative text, photographs, video, or another approved format.
3. **Ethics and Standards** (50 points): Students will write a code of ethics and standards of practice, specific to the clinical or community health setting according to selected Capstone. Students must follow a model of an ethical code and standards of practice from a selected professional health field (i.e. social work, nursing) that most closely aligns with the organization with whom they will implement their Capstone.
4. **Major Assignment** (100 points) Students will write and submit one of the following selected major assignments based upon Capstone Proposal:
  - a. Research Design and Plan + IRB Submission for Capstone Preparation
  - b. Evaluation Design and Plan for Capstone Preparation

Assignment length and submission criteria may vary slightly depending upon selected assignment.

**Evaluation of Grades**

|              | <b>Assignments</b>                        | <b>Total Points</b> | <b>Grade Percentage</b> |
|--------------|---|---------------------|-------------------------|
| Major        | Ethics and Standards                      | 50                  | 54%                     |
|              | Research/Evaluation Plan                  | 100                 |                         |
|              | Discussion: 8 discussion threads x 10 pts | 80                  | 29%                     |
|              | Creative Practice: 2 x 25 pts             | 50                  | 18%                     |
| <b>TOTAL</b> |   | 280                 | 100%                    |

**Grading Scale**

| <b>Letter Grade</b> | <b>% Equivalency</b> | <b>GPA Equivalency</b> |
|---------------------|----------------------|------------------------|
| A                   | 95-100%              | 4.0                    |
| A-                  | 92-94%               | 3.67                   |
| B+                  | 89-91%               | 3.33                   |
| B                   | 85-88%               | 3.00                   |
| B-                  | 82-84%               | 2.67                   |
| C+                  | 79-81%               | 2.33                   |
| C                   | 75-78%               | 2.00                   |
| C- *                | 72-74%               | 1.67                   |
| D+                  | 69-71%               | 1.33                   |
| D                   | 65-68%               | 1.00                   |
| D-                  | 62-64%               | .67                    |
| E, I, NG, S-U, WF   |                      | 0.00                   |

**Please note that a C- is no longer an acceptable grade for any course in which a 2.0 GPA is required, for example, any course in the major.** UF grading policy website: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx#calculatinggpa>

## Course Procedures

### Participation

Participation in all aspects of this course is expected, and essential to your success. Every reading, assignment, and interaction within the course is integral to learning, and therefore full participation is required. It is expected that students will log on to the course website and contribute to discussions and other postings regularly.

### Communication

It is the student's responsibility to communicate with the instructor promptly concerning any circumstances that might affect his or her participation in the course. Please do not let any questions or concerns you have go unattended. It is the instructor's intention to respond to all e-mail communication within 24 hours during the week, excluding weekends.

Written communication and electronic interactions are central to online learning. All written and electronic interactions are to be in keeping with the expectations of a graduate-level academic environment. An online communications guide is available to you in Resources on our course website. All members of the class are expected to follow rules of common courtesy in all email messages, discussions and chats.

<http://teach.ufl.edu/docs/NetiquetteGuideforOnlineCourses.pdf>

### Assignment Submission

All assignments are to be submitted through **Assignments** on the course website. Please review course policies and procedures for instructions on assignment submission, naming documents, late assignment submission, and where to get help.

If you have computer difficulties submitting any assignments through the Assignment tab on the course website, notify UF Computer Help Desk at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu) or 352-392-4357 **and** email your work as an attachment to your Course Instructor/s. Please include the case number provided to you by the UF Help Desk documenting your request for assistance in the correspondence with the instructor.

### Late Assignment Submission

Assignments submitted later than six days following the deadline will not be accepted, except in extenuating circumstances. Communication with the instructor as soon as possible is essential. Points will be reduced at a rate of 5% per day on all unexcused late submissions. Late work will not be accepted on the Discussion Board, Health Issues or Creative Practice postings without communication **prior** to the due date, except in extenuating circumstances. Please see the communication procedure for late assignment submission due to technical difficulties below.

## General Course Questions

There are two ways in which course participants can ask **course-related questions** of the course instructor. If you have a general question related to an assignment, reading or other course material that may be relevant to other class members, you may post it under Course Questions on the Discussion Board. If your question is specific to your own work, progress, circumstances, grade, or is **personal in nature**, please email the instructors privately using the mail function on the course website.

## Technical Assistance

If you have difficulty accessing online course materials, please reference the citation or document name and author using an online search engine such as Google to locate the document before contacting the UF Help Desk or the instructor.

If you have computer difficulties submitting assignments or navigating the course website, first notify the UF Computer Help Desk at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu), 352-392-4357 – select option 2, and/or <https://lss.at.ufl.edu/help.shtml>. Please request the case number provided by the UF Help Desk documenting your request for assistance.

## UF Policies

### University Policy on **Course Participation**

Requirements for class participation, make-up assignments, and other work in this course are consistent with university policies that can be found at:

<https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

### University Policy on **Academic Honesty**

UF students are bound by The Honor Pledge, which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (<http://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor in this class.

### University Policy on **Course Evaluations**

Students are expected to provide feedback on the quality of instruction in this course based on ten criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, and students will be notified when evaluations are available. It is essential that students participate in course

Revised 10/14/17

evaluation to best understand the experience of the course and its instruction. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>

#### University Policy on **Accommodating Students with Disabilities**

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, [www.dso.ufl.edu/drc/](http://www.dso.ufl.edu/drc/)) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

#### University Policy on **Academic Misconduct**

Academic honesty and integrity are fundamental values of the University community. Students should be sure that they understand the UF Student Honor Code at <http://www.dso.ufl.edu/students.php>.

#### University Policy on **Course Complaints**

Should you have any complaints with your experience in this course or in your studies at UF that you feel you cannot discuss with your instructor or advisor, please visit <http://www.distance.ufl.edu/student-complaints> to submit a complaint.

#### University Policy on **Getting Help**

##### *Health and Wellness*

- ***U Matter, We Care***, If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or **352 392-1575** so that a team member can reach out to the student.
- *Counseling and Wellness Center*, <http://www.counseling.ufl.edu/cwc/Default.aspx>; 352-392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies
- Sexual Assault Recovery Services (SARS), Student Health Care Center, 392-1161
- University Police Department, 392-1111 (or 9-1-1 for emergencies).  
<http://www.police.ufl.edu/>

##### *Academic Resources*

- *E-learning technical support*, 352-392-4357 (select option 2) or e-mail to [Learning-support@ufl.edu](mailto:Learning-support@ufl.edu) <https://lss.at.ufl.edu/help.shtml>
- *Career Resource Center*, Reitz Union, 392-1601. Career assistance and counseling.  
<http://www.crc.ufl.edu/>
- *Library Support*, <http://cms.uflib.ufl.edu/ask>; Various ways to receive assistance with respect to using the libraries or finding resources.
- Accessing the *UF Libraries* from a distance; <http://www.uflib.ufl.edu/ufproxy.html>
- *Teaching Center*, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.  
<http://teachingcenter.ufl.edu/>
- *Writing Studio*, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. <http://writing.ufl.edu/writing-studio/>
- *On-Line Students Complaints*: <http://www.distance.ufl.edu/student-complaint-process>

Revised 10/14/17

- *Disabilities Resource Office*, Dean of Students; 352-392-8565; [accessuf@dso.ufl.edu](mailto:accessuf@dso.ufl.edu)  
<https://www.dso.ufl.edu/drc/students/how-to-get-started>

**For additional information about these resources, and more, please visit UF Distance Learning at:** <http://www.distance.ufl.edu/getting-help>