

## Arts in Medicine Capstone Proposal

HUM 6358, Section 08C8

Credit Hours: 3

Fall 2017

*Contact Times and Locations: Online Course*

### Instructor

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**Office Hours and Location:** Office Hours are by appointment. Meetings may take place via phone, Skype or in person

**Course Website:** UF Canvas, <http://ss.at.ufl.edu>

### Textbooks:

#### Course Description

This course will engage the student in research, planning, and submission/approval of a capstone project plan as a part of the Master of Arts (MA) in Arts in Medicine. The student will undertake extensive literature review to support the development of a plan for undertaking and assessing an arts project that addresses health in a healthcare or community setting. Literature review, program planning, proposal writing, reflective writing, and regular meetings with the course instructor will help the student develop an appropriate Capstone plan and to develop specific skills and deepen understanding of professional arts in medicine practice.

#### Course Objectives

1. Identify and practice advanced literature review skills
2. Articulate individual goals for using the arts to address health in a healthcare or community setting
3. Investigate and identify the range of considerations necessary for planning an effective arts in medicine project
4. Identify and apply professional-level program planning skills, including the articulation of goals, objectives, anticipated outcomes, methods, and evaluation plan

## Course Outline

(Changes may be made to this outline with advance notice. Please refer to Canvas for the most current course information).

Week	Dates	Topics	Assignments and Due Dates
1	08/22-08/28	<ol style="list-style-type: none"><li>1. Develop the Capstone pre-proposal, part one (Goals and Objectives)</li><li>2. Investigate evaluation or research methods</li><li>3. Peer Discussion</li></ol>	<ol style="list-style-type: none"><li>1. Phone Meeting Schedule (ungraded), due 08/25</li><li>2. Capstone pre-proposal, part one, due 08/28</li><li>3. Discussion board, due 08/24 and 08/28</li></ol>
2	08/29-09/4	<ol style="list-style-type: none"><li>1. Develop the Capstone pre-proposal, part two (Project Development Assessment &amp; Evaluation)</li><li>2. Phone meeting with the instructor</li><li>3. Peer discussion</li></ol>	<ol style="list-style-type: none"><li>1. Phone Meeting #1, due 09/04 (Labor Day)</li><li>2. Capstone pre-proposal, part two, due 09/04 (Labor Day)</li><li>3. Discussion Board, due 09/31 and 09/04</li></ol>
3	09/05-09/11	<ol style="list-style-type: none"><li>1. Literature Review</li><li>2. Discussion</li><li>3. Project site pre-approval</li></ol>	<ol style="list-style-type: none"><li>1. Literature review, first draft, due 09/11</li><li>2. Discussion TBD</li></ol>
4	09/12-09/18	<ol style="list-style-type: none"><li>1. Discussion</li><li>2. Project site pre-approval</li></ol>	<ol style="list-style-type: none"><li>1. Discussion TBD</li></ol>
5	09/19-09/25	<ol style="list-style-type: none"><li>1. Literature Review</li><li>2. Discussion</li></ol>	<ol style="list-style-type: none"><li>1. Capstone site pre-approval form, due 09/05</li><li>2. Literature Review, 2<sup>nd</sup> Draft, due 09/25</li><li>3. Phone Meeting #2</li><li>4. Discussion TBD</li></ol>
6	09/26-10/02	<ol style="list-style-type: none"><li>1. Capstone Proposal</li><li>2. Discussion</li><li>3. Phone meeting</li></ol>	<ol style="list-style-type: none"><li>1. Final Capstone Proposal, 1<sup>st</sup> Draft, due 10/02</li></ol>
7	10/03-10/9	<ol style="list-style-type: none"><li>1. Final proposal development and peer review</li><li>2. Discussion</li></ol>	
8	10/10-10/13	<ol style="list-style-type: none"><li>1. Final proposal development</li></ol>	<ol style="list-style-type: none"><li>1. Final capstone proposal, including site approval letter, due 10/13</li></ol>

*Note: See the assignments in eLearning for full details and grading rubrics related to each assignment.*

## Evaluation and Grades

15% of the final grade comes from the phone meetings with the instructor

20% of the final grade comes from the capstone pre-proposals

10% of the final grade comes from the discussion boards

25% of the final grade comes from the literature review drafts

30% of the final grade comes from the capstone proposal

Grades and comments will be posted on the eLearning website. Comments about your grades appear with the specific assignment in **Assignments** or in the **Gradebook** feature under **Comments**. Please check in both places before inquiring about a grade.

#### Grading Scale

Letter Grade	% Equivalency	GPA Equivalency
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>

#### Class Participation and Late Assignments

Requirements for class attendance and make-up exams, 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>

### UF Policies

#### 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-honorcode/>) 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 or TAs in this class.

#### 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>.

### **Course Evaluation**

Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at <https://evaluations.ufl.edu>. Evaluations are typically open during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results/>.

### **Academic Resources**

E-learning technical support, 352-392-4357 (select option 2) or e-mail to [Learningsupport@ufl.edu](mailto:Learningsupport@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. 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/>

Student Complaints Campus: [https://www.dso.ufl.edu/documents/UF\\_Complaints\\_policy.pdf](https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf)

On-Line Students Complaints: <http://www.distance.ufl.edu/student-complaintprocess>