HUM 6930 031D: Independent Study in Arts in Medicine (2 Credits)
Summer A, 2018 (April 23-June 15)

Instructor: Jeffrey Pufahl
Office phone: 352.273.0852
jeffpuf@ufl.edu

Course Description: The Independent Study in Arts in Medicine Summer will provide students in the MA in Arts in Medicine program with an opportunity for mentored independent study in arts in medicine. Students will develop a plan of study and work with the instructor to develop a contract that specifies learning objectives, activities, and deliverables.

Student Learning Outcomes

   o   To be determined and specified within the course contract

Course Format and Content: Course activities will be defined by the student and approved by the instructor. Activities should include field research, literature review, reading, and writing. The student will create a reading list and a schedule of activities.

Critical Dates

Critical dates include:
   • April 25: Contract Proposal due
   • April 30: Final Contract due
   • May 21: Mid-term report due
   • June 8: Final paper first draft due
   • June 15: Final paper due

Weekly Topics and Assignments

To be defined by the student and approved by the instructor

Assignments

Course Contract (20 points): Students will develop a detailed course contract, including activities, readings, scope of literature review, and times for monthly phone meetings with the instructor.

Midterm Report (10 points): Students will submit a narrative report detailing what has been accomplished thus far in the project, and plans for accomplishing their learning objectives as planned.

Final Paper (70 points): Within the contract, students will define the scope of the final paper. The paper must be between 2,000-3,000 words in length and use APA formatting.

Monthly Phone Meetings with the Instructor (4 calls, 5 points each, total = 20 points): The student is responsible for scheduling monthly 30-minute phone calls with the instructor. The student should provide the instructor with a phone number at which they can be contacted at the defined time. Only one call per semester may be rescheduled, and only with a minimum of 48 hours of notice.

Evaluation and Grades

Total Points: 100

20% of the final grade comes from Course Contract
10% of the final grade comes from the Mid-term Report
80% of the final grade comes from the Final Paper

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

Required Reading:

To be determined by the student and defined in the course contract.

Course Procedures, Policies and Guidelines

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.

Class Participation/Demeanor Policy

Participation in all aspects of this course is essential to your success. It is expected that you will participate fully in your program of study and log on to the course website to submit your deliverables. It is also expected that all interaction in undertaken with a level of professionalism that demonstrates understanding of the professional competencies and decorum of the field.

Course Communications

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 go unattended. It is the instructor's intention to respond to all e-mail communication within 48 hours. If urgent

Netiquette/Communication Courtesy: Written communication and electronic interaction are central to online learning. All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and other communication structures. Students are expected to understand the common principles of netiquette. Additionally, please check spelling, grammar and formatting as is consistent with graduate-level correspondence.

General Course Questions

If you have questions about the course, please email the instructor at the address above or using the Mail function in Canvas.

Course Complaints

Should you have any complaints with your experience in this course, please visit http://www.distance.ufl.edu/student-complaints to submit a complaint.

Technical Assistance

If you have difficulty accessing online course materials, submitting assignments, or using any component of the online environment, please contact the Help Desk at helpdesk@ufl.edu, 352-392-4357 – select option 2, and/or https://lss.at.ufl.edu/help.shtml. If a technical problem affects an assignment deadline, you must provide the instructor with the ticket number and record provided to you by the UF Help Desk documenting your request for assistance. Only when extenuating circumstances are present or if the help desk could not resolve a timely request for assistance will an extension of a deadline be considered. You MUST e-mail the instructor within 24 hours of the technical difficulty if you wish to request an extension or make-up.

Other resources are available at http://www.distance.ufl.edu/getting-help for:
- Counseling and Wellness resources
- Disability resources
- Resources for handling student concerns and complaints
- Library Help Desk support

Course Evaluation

Students are expected to provide feedback on the quality of instruction in this course based on 10 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, 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.

Students with Disabilities

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, 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.

Campus Resources for Health and Wellness

U Matter, We Care:
If you or a friend is in distress, please contact 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, 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. 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.