Arts in Medicine Professional Seminar
HUM 6353, Section 08BA; 08BO
Fall A 2018
Meeting Times and Location: Online
Credit Hours: 3
Course Location: https://lss.at.ufl.edu/

Instructor: Heather Spooner, MA, ATR-BC
Instructor Office Location and Hours: by appointment
Instructor Contact Information:
Email: hspooner@arts.ufl.edu
Phone: 352-273-1488

Course Description
The course provides a practical orientation to professional competencies, practice, and ethics for the field of arts in medicine. The professional seminar will focus on core issues, trends, and critical debates central to current practice within the discipline and within its historical and contemporary applications. This course is designed to help students prepare for practice in the field of arts in medicine. Learning methods include reading, online video review, video lecture, online weekly discussion, research, writing, and creative practice.

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

Objectives
1. Understand core issues, contemporary trends and critical debates central to the arts in medicine
2. Develop core competencies including ethical frameworks, career paths, strategic and sustainable program planning, grant writing, and cultural competency
3. Explore professional identity through group process, creative practice, self-assessment and self-care

Required Texts

Optional Text:
De Saint-Exupery, Antoine. (1943). The Little Prince. New York: NY, Reynal & Hitchcock. (you will have the option to listen to this as an audio book online if you do not wish to purchase it.)

Additional readings will be provided on the Canvas site
Critical Dates and Assignments
*Syllabus is subject to change and may not include ALL course materials and learning resources/readings/materials students that are to be prepared for each week. Please refer to Canvas for the most current version of the syllabus and full assignment information. It is required that students engage in all course materials and submit corresponding assignments by the deadline as provided in the weekly modules.

Weekly Posting Deadlines (all assignments are due by 11:59pm Eastern Time)

**Discussion Board Posts**
- Initial Discussion posts are due on Thursdays by 11:59 pm Eastern Time
- Discussion Response Posts are due on Mondays by 11:59 pm Eastern Time

**Creative Practice Posts**
- Blog posts are due on Saturdays by 11:59 pm Eastern Time
- Response Posts are due on Mondays by 11:59pm Eastern Time

Weekly Course Schedule (Weeks 2-7)

<table>
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<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
</tr>
</thead>
<tbody>
<tr>
<td>• All response posts due</td>
<td>• Begin readings and materials</td>
<td>Initial Discussion posts due</td>
<td>Creative Practice blogs due</td>
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<td></td>
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<tr>
<td>• Minor and Major assignments due</td>
<td>for new module</td>
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Major Assignment Deadlines
- 09/02 Grant Searching
- 09/09 Self Assessment
- 09/16 Community Needs Assessment
- 09/23 Vision and Mission Statements
- 09/23 Sustainability Plan
- 10/07 Letter of Intent
- 10/07. Action Plan and Support Materials

Please thoroughly read and review the all assignment specifications in the **Assignments** section available in the eLearning site. This will ensure you receive the most complete grade for your efforts.

**Grant Searching (50 points)**
- Students will identify a senior-level professional, either an artist or administrator, to interview. Select an interview methodology and write an interview script. Students will conduct the interview in person, by phone, or via video conferencing (such as Skype). Students will create an edited audio, video, or transcribed piece ranging in length between 10-20 minutes (if multimedia), or 1,000-1,500 words (if written). Submit the Practitioner Interview on the Canvas Assignments link. See assignment guide for further details and grading criteria.

**Self Assessment (50 points)**
- Each student will conclude the course by completing a self-assessment of his or her role and active participation within the course. Please complete the self-assessment template and write a short essay (500-1,000 words) describing the content and quality of your contributions regarding
timeliness of assignment submission, organization, number of contributions made per discussion, engagement with the course materials, active problem solving skills, and positivity during the group process as an individual and class member. Please address one experience that surprised you within the group process and taught you something about yourself.

Community Needs Assessment (15 points)
- Students will create two collages, one representing the path that brought you to your current position or situation, and one representing your envisioned pathway forward to achieving your professional goals. Collages should be created in 2D or 3D media. They should be photographed and uploaded to the Canvas site as jpeg images on the Canvas Assignments link. See assignment guide for further details and grading criteria.

Vision and Mission Statement
- Write a strong vision and mission statement for an organization. This organization and its vision and mission statement will be used to inform your sustainability plan and letter of intent.

Sustainability Plan (15 points)
- Students will create 2-page sustainability plan. The plan will address human, fiscal and community resources. Submit the Sustainability Plan on the Canvas Assignments link See assignment guide for further details and grading criteria.

Letter of Intent (15 points)
- Students will research and identify 3-5 funding opportunities that request a letter of inquiry or letter of intent (LOI) from arts and/or health-related funding sources. Students will select one LOI form that aligns with their vision for an arts and health project or program to complete for submission. Follow LOI guidelines implicitly when completing the application. Students do not have to submit the application, but may decide to if they see fit. Submit the LOI on the Canvas Assignments link. See assignment guide for further details and grading criteria.

Action Plan and Support Materials
- For this assignment, you will begin to collect and organize the grant materials that are common to most grant submissions.
<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Assignments</th>
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</table>
| 1    | Professional Competencies | Week 1 Discussion  
|      |       | Creative Practice Blog |
| 2    | Professional Issues & Ethical Decision-Making | Week 2 Discussion  
|      |       | Grant Searching |
| 3    | Self-Care | Week 3 Discussion  
|      |       | Creative Practice Blog  
|      |       | Self Assessment |
| 4    | Career Pathways in the Arts in Healthcare | Week 4 Discussion  
|      |       | Community Needs Assessment |
| 5    | Strategic Planning and Sustainability | Week 5 Discussion  
|      |       | Creative Practice Blog Due  
|      |       | Vision and Mission Statements  
|      |       | Sustainability Plan |
| 6    | Program Evaluation | Week 6 Discussion |
| 7    | Grant Writing | Week 7 Discussion  
|      |       | Letter of Intent  
|      |       | Action Plan and Support Materials  
|      |       | Creative Practice Blog |
| 8    | Learning Synthesis | Week 8 Discussion  
|      |       | Final Creative Practice and Self-Assessment |
Evaluations and Grades

60% of the final grade comes from major assignments
30% of the final grade comes from Discussion Board Postings
10% of the final grade comes from Creative Practice Blog Postings

Grading Scale

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<tr>
<th>Letter Grade</th>
<th>% Equivalency</th>
<th>GPA Equivalency</th>
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<tbody>
<tr>
<td>A</td>
<td>95-100%</td>
<td>4.0</td>
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<tr>
<td>A-</td>
<td>92-94%</td>
<td>3.67</td>
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<tr>
<td>B+</td>
<td>89-91%</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>85-88%</td>
<td>3.00</td>
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<tr>
<td>B-</td>
<td>82-84%</td>
<td>2.67</td>
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<tr>
<td>C+</td>
<td>79-81%</td>
<td>2.33</td>
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<tr>
<td>C</td>
<td>75-78%</td>
<td>2.00</td>
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<tr>
<td>C- *</td>
<td>72-74%</td>
<td>1.67</td>
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<tr>
<td>D+</td>
<td>69-71%</td>
<td>1.33</td>
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<tr>
<td>D</td>
<td>65-68%</td>
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<td>D-</td>
<td>62-64%</td>
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<td>E, I, NG, S-U, WF</td>
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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
Later assignment will receive a late deduction of 5% per day until the deduction reaches 50%, after which late assignments will receive an automatic 50% late deduction. Late assignments will not be accepted in the final week of the course without prior approval from the instructor. Other 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/) 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. https://lss.at.ufl.edu/help.shtml.

Career Resource Center, Reitz Union, 392-1601.

Various ways to receive assistance with respect to using the libraries or finding resources. Teaching Center, Broward Hall, 392-2010 or 392-6420.


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