Arts in Medicine: Advanced Professional Seminar
HUM 6354
Fall B 2018
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/

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*)

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

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 Benner on Virtue/Care Ethics	Discussion **Research/Evaluation Design and Plan Checklist**
2	Standards of Practice	Maslow, p. 1-100 Joan Halifax, *Compassion's Edge*	Discussion **Ethics & Standards** **CITI Human Subjects**
3	Research & Evaluation	Kettner, et al Ch. 1; 9-11 Patton CDC Kellogg Foundation, Evaluations CITI and NIH Trainings	Discussion **Creative Practice 1** **Outline**
4	Grant writing toward Sustainability	Community Tool Box Kettner, et al. Ch. 12	Discussion **Draft/Initial IRB Submission**
5	Program Implementation for Artists	Kettner, et al Ch. 8	Discussion **Peer Review**
6	Program Implementation for Administrators & Partnerships	Community Tool Box: Ethical Leadership Kettner, et al. Ch 1. p. 11-26 Pell Institute, Engaging Stakeholders	Discussion **Major Assignment/ IRB Revisions**
7	Advocacy & Visibility	Kellogg Foundation, Strategic Communications Guide	Discussion **Creative Practice 2**
8	Synthesis		Discussion

Critical Dates
All assignment deadlines are Monday at 11:59 pm EST *with the exception of initial discussion board posts*

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

Please see the course on the Canvas website for all critical dates

Assignments

1. **Discussion Board** (20 points each x 7 weeks = 140 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** (30 points each; 60 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. **Research or Evaluation Design and Plan/IRB Approval (or alternative major assignment with instructor approval)** (200 points; see breakdown below)
   Students will write and submit one of the following selected major assignments based upon Capstone Proposal:
   a. Research Design/Plan + IRB Submission for Capstone Preparation
   b. Evaluation Design/Plan for Capstone Preparation
   c. Major Grant Proposal toward submission*
   d. Systematic Approach to Literature Review and/or Case Study toward publication*

   *(Instructor approval required)

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

   o Checklist: 15 points
   o Outline: 15 points
   o Initial Draft Submission: 50 points
   o Peer Review: 20 points
   o Final Submission: 100 points

   Total: 200 points

Evaluation of Grades

	Assignments	Total Points	Grade Percentage
	Research/Evaluation Plan + Requisite IRB Submission with Revisions	100	50%
	• Checklist	15	
	• Outline	15	
	• Draft + Initial IRB Submission	50	
	• Peer Review	20	
	Discussion: 7 discussion threads x 20 pts	140	35%
	Creative Practice: 2 x 30 pts	60	15%
TOTAL		400	100%

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

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 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

All assignments will be accepted no later than five days after the due date, except in the event of instructor approval. Points will be reduced from late assignments at a rate of 5% per day. **If the assignment is closed upon submission, please attach and submit the assignment in the grading comment thread.** It is critical that the instructor can access the assignment in Canvas **for grading purposes.** Therefore, please do not email late assignments to the instructor as they become quite difficult to track.

Discussion Board or Creative Practice will not be accepted **without communication and written instructor approval prior to the due date**.

Instructor will not accept work submitted later than six days following the deadline **except in extenuating circumstances and with prior approval by the instructor**. 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, 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 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/) 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 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 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
- *Disabilities Resource Office*, Dean of Students; 352-392-8565; 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