Arts in Medicine Professional Seminar

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: Tuesdays 10:45-11:45am in Fine Arts D. Instructor is also available to meet upon request via video call on Wednesday mornings and most Fridays.

Instructor Contact Information:
Email: hspooner@arts.ufl.edu
Phone: 352-273-1488
Please refer to the *Contacts, Help and Technical Support* Canvas page for additional contact information.

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, evaluation, 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

O'Nearl-McElrath, T.; Kanter, L.; & English, L. (2019). *Winning Grants Step by Step: The Complete Workbook for Planning, Developing and Writing Successful Proposals. Jossey-Bass*.

Additional readings will be provided on the Canvas site

Assignment Descriptions and Weekly Schedule

This section provides a brief summary of each assignment only. Full assignment descriptions, requirements and rubrics are available on the course website on canvas.

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

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
• All response posts due	• Begin readings and materials for new module		Initial Discussion posts due		Creative Practice Initial Posts Due	Major Assignments due

Major Assignments

Self-Assessment

- The self-assessment aligns with the National Organization for Arts in Health Standards of Practice and allows students to assimilate the knowledge and skills they have developed throughout the core courses of the graduate program.

Core Values and Vision Statement

- Core values define what a program stands for and a vision statement orients the program to where it is heading. Both of these will establish a foundation that will support your sustainability plan and letter of intent.

Professional Resiliency and Self-Care Inventory

- The professional resiliency and self-care inventory is designed for those in the helping professions to assess areas of personal vitality and stress in their personal and professional lives

Job Description

- Students will design an job description for an artist in healthcare or artist in community health that defines professional expectations and clearly communicates the knowledge, skills, and abilities that one should bring to these roles.

Needs Assessment

- Students will identify, define and describe the health needs, resources and gaps of a specific community by engaging in multiple needs assessment methods. Assessment will include a cross-section of constituents and stakeholders from both within and outside of the community assessed.

Grant Searching

- As a class, students will create a spreadsheet of grants and funding opportunities that may be used to support arts in health programs. Each student will be individually responsibility for contributing ten opportunities to the class spreadsheet.

Sustainability Plan

- Students will create 2-page sustainability plan. The plan will address human, fiscal and community resources.

Letter of Intent

- 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.

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.

Discussions

- Weekly discussions will be used to deepen students' understanding of the concepts and materials in each module and as a way for students to elicit feedback from their peers related to the assignments in this course

Creative Practice

- Creative practices allow students to integrate their art form with the concepts and materials presented in the course learning and deepen their understanding of their artistic discipline

Course Outline

Week	Topic	Assignments
1 19 AUG- 25 AUG	Professional Competencies	Introductions Week 1 Discussion **Self-Assessment**
2 26 AUG- 01-SEPT	Professional Issues & Ethical Decision-Making	Week 2 Discussion **Core Values and Mission Statement** Creative Practice
3 02 SEPT- 08 SEPT	Self-Care	Week 3 Discussion Creative Practice Blog **Professional Resiliency and Self-Care Inventory**
4 09 SEPT- 15 SEPT	Career Pathways in the Arts in Healthcare	Week 4 Discussion **Job Description** **Needs Assessment**
5 16 SEPT- 22 SEPT	Grant Writing	Week 5 Discussion **Grant Searching**
6 23 SEPT- 29 SEPT	Strategic Planning & Sustainability	Week 6 Discussion **Sustainability Plan** Creative Practice
7 30 SEPT- 06 OCT	Program Evaluation	Week 7 Discussion
8 07 OCT- 09 OCT	Learning Synthesis	**Letter of Intent** **Action Plan and Support Materials** Final Creative Practice

Evaluations and Grades

50% of the final grade comes from major assignments
40% of the final grade comes from Discussion Board Postings
10% of the final grade comes from Creative Practice Blog Postings

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

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. 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: catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/

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 (sccr.dso.ufl.edu/process/student-conduct-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 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, 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 Netiquette and Communication Courtesy

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats. http://teach.ufl.edu/wp-content/uploads/2012/08/NetiquetteGuideforOnlineCourses.pdf

Course Evaluation

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional and respectful manner is available at gatorevals.aa.ufl.edu/students/. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at gatorevals.aa.ufl.edu/public-results/

Campus Resources

Health and Wellness

- U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit umatter.ufl.edu/ to refer or report a concern and a team member will reach out to the student in distress.
- Counseling and Wellness Center: Visit counseling.ufl.edu/ or call 352-392-1575 for information on crisis services as well as non-crisis services.
- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or visit shcc.ufl.edu/.
- University Police Department: Visit police.ufl.edu/ or call 352-392-1111 (or 9-1-1 for emergencies).
- UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; ufhealth.org/emergency-room-trauma-center. Policy on Course Syllabi 3 UF, Academic Affairs, August 15, 2019

Academic Resources

- E-learning technical support: Contact the UF Computing Help Desk at 352-392-4357 or via e-mail at helpdesk@ufl.edu.
- Career Connections Center: Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services career.ufl.edu/.

- Library Support: cms.uflib.ufl.edu/ask various ways to receive assistance with respect to using the libraries or finding resources.
- Teaching Center: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring. teachingcenter.ufl.edu/
- Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers. writing.ufl.edu/writing-studio/
- Student Complaints On-Campus: sccr.dso.ufl.edu/policies/student-honor- codestudent-conduct-code/
- On-Line Students Complaints: distance.ufl.edu/student-complaint-process/ /