HUM 4594: Music in Medicine Capstone  
Spring 2021, 1 credit

Instructor: Ferol Carytsas, M.M.  
Office Phone: 727-275-0111  
Meeting Time: To be arranged  
Office Hours: Tuesdays 1-4 or by appointment  
Meeting Location: Online via Zoom  
Email: fcarytsas@arts.ufl.edu

Course Description
The Music in Medicine Capstone course is the culminating course in the Undergraduate Certificate in Music in Medicine. This course provides students an opportunity to undertake individual research related to the intersections between music and health. A culminating research paper will deepen the student’s understanding of music in health research and practice.

Course Materials
- Research Track:
- Practice Track:
  - NOAH Code of Ethics and Standards for Arts in Health Professionals  

Objectives
1. Survey and analyze literature as it relates to utilization of music in healthcare or community settings
2. Recognize and articulate theoretical foundations that inform the practice of music in health
3. Explain the distinction between music in health and music therapy
4. Formulate a formal research paper

Course Format and Content
The course uses an individual contractual format for specific academic requirements. This course has two tracks: research and practice. In order to qualify for the practice track, you must complete an audition through the UF Health Shands Arts in Medicine program prior to the start of the course. The general scope and content is as follows:

Research track
- Capstone Proposal: Develop a capstone proposal on an instructor approved topic related to music in healthcare of community settings which includes your initial goals, timeline, and expected outcomes.
- Literature Review: An in-depth, independent survey of the literature as it relates to the intersections between music and health
- Capstone Paper: Compose a paper of 1000-1500 words in APA format of current literature including an abstract, introduction, background, methods, results, discussion, limitations and recommendations, conclusions, and references.

Practice track
- Capstone Proposal: Develop a capstone project at an UF Health Shands Arts in Medicine approved community health site which includes your initial goals, timeline and expected outcomes.
- Practice: 10 hours (not including practice or rehearsals) of hands-on work at an UF Health Shands Arts in Medicine approved community health site. Contact UF Health Shands Arts in Medicine Service Learning Coordinator to assist with site placement.

- Capstone Paper: Compose a 1000-1500 words reflective paper which includes an introduction informed by a literature review.

## Course Schedule

<table>
<thead>
<tr>
<th>Week</th>
<th>Research Track Assignments</th>
<th>Practice Track Assignments</th>
</tr>
</thead>
</table>
| 1 January 11 | Syllabus Quiz  
Canvas: Introduction  
Read: Machi/McEvoy: Chapter 1  
Initial meeting with instructor | Syllabus Quiz  
Canvas: Introduction  
Initial meeting with instructor |
| 2 January 18 | Canvas: Idea Exchange                                           | Canvas: Idea Exchange                                           |
| 3 January 25 | Capstone Proposal  
Read: Machi/McEvoy: Chapter 3 | Capstone Proposal  |
| 4 February 1  | Canvas: Capstone Proposal                                      | Canvas: Capstone Proposal                                      |
| 5 February 8  | Paper Outline                                                    | Initial Paper Outline                                          |
| 6 February 15 | Canvas: Materials Exchange  
Read: Machi/McEvoy: Chapter 6 | Canvas: Materials Exchange                                      |
| 7 February 22 | 1st draft                                                       | 1st draft                                                      |
| 8 March 1     | Mid-term meeting with instructor  
Canvas: Mid-semester survey | Mid-term meeting with instructor  
Canvas: Mid-semester survey |
| 9 March 8     | 1st peer review                                                 | 1st peer review                                                |
| 10 March 15   | Canvas: Peer Feedback                                          | Canvas: Peer Feedback                                          |
| 11 March 22   | 1st draft revisions                                             | 1st draft revisions                                             |
| 12 March 29   | 2nd draft                                                      | 2nd draft                                                      |
| 13 April 5    | 2nd peer review                                                | 2nd peer review                                                |
| 14 April 12   | Final meeting with instructor  
Canvas: Final Reflection | Final meeting with instructor  
Canvas: Final Reflection |
| 15 April 19   | Final Paper                                                   | Final Paper                                                    |

This schedule is subject to change at the discretion of the instructor.  
Please refer to the Canvas course page for more detailed information and updates.
Evaluation

- Syllabus Agreement: 0%
- Capstone Proposal: 5%
- Outline: 5%
- Instructor Meetings: 15%
- Peer Review: 15%
- 1st and 2nd Draft: 15%
- Discussions: 20%
- Final Paper: 25%

Grading Scale

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>% Equivalency</th>
<th>GPA Equivalency</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>94-100</td>
<td>4.00</td>
</tr>
<tr>
<td>A-</td>
<td>91-93</td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td>88-90</td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>84-87</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>81-83</td>
<td>2.67</td>
</tr>
<tr>
<td>C+</td>
<td>78-80</td>
<td>2.33</td>
</tr>
<tr>
<td>C</td>
<td>74-77</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>71-73</td>
<td>1.67</td>
</tr>
<tr>
<td>D+</td>
<td>68-70</td>
<td>1.33</td>
</tr>
<tr>
<td>D</td>
<td>64-67</td>
<td>1.0</td>
</tr>
<tr>
<td>D-</td>
<td>61-63</td>
<td>.67</td>
</tr>
<tr>
<td>E</td>
<td>60 or below</td>
<td>0.00</td>
</tr>
</tbody>
</table>

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

Policies

**Attendance:** Course objectives will be met by attending and actively participating in each class session. Students are expected to arrive to class on time, stay the entire class period and be prepared to participate in all class discussions and activities. Students are accountable for materials covered in lectures and discussions. If a student misses a class, it is their responsibility to contact other students to find out what was missed. 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.

- **COVID-19:** If you are experiencing COVID-19 symptoms, please use the UF Health screening system and follow the instructions on whether you are able to attend class.
  - Course materials will be provided to you with an excused absence, and you will be given a reasonable amount of time to make up work.

- **Courtesy Policy:** Students are expected to behave in a manner that is respectful to the instructor and fellow students. Opinions held by other students should be respected in discussion and conversations that do not contribute to the discussion should be minimal. Inappropriate behavior will result in a request to leave class.
Recording classroom sessions: Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

Assignments: All written assignments should be submitted via Canvas unless other arrangements have been made with the instructor. The instructor will attempt to grade all assignments within 1 week of submission.

- Late Assignment Policy: Students will be given three days after the due date to make up any missed material, but there will be a grade reduction of 5% per day. In the case of extenuating circumstances, arrangements will be made on a case-by-case basis through written documentation between the student and the instructor.
- Source Citations: All assignments should be formatted in APA style, double spaced and 12 point font, such as Times New Roman or Cambria. Research must include a bibliography citing all sources used.

Communication: Each student is issued a University email address upon admittance. Students are expected to read email sent to this account on a regular basis. Failure to read and react to University communications in a timely manner does not absolve the student from knowing and complying with the content of the communication.

- Email: Email through Canvas is the preferred communication method. The instructor will attempt to respond to all emails within 48 hours, excluding weekends or holidays where the time might be slightly longer.

Academic Honesty: The university’s policies regarding academic honesty, the honor code, and student conduct related to the honor code will be strictly enforced.

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 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.

Full information regarding these policies is available at the following links:
- Academic Honesty: https://catalog.ufl.edu/ugrad/current/advising/info/student-honor-code.aspx#honesty
- Honor Code: https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/
- Student Conduct: https://catalog.ufl.edu/ugrad/current/advising/info/student-honor-code.aspx#conduct
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:
- U Matter, We Care
  - 352-392-1575 or umatter@ufl.edu
- Counseling and Wellness Center
  - 352-392-1575 or www.counseling.ufl.edu/cwc/Default.aspx
- Sexual Assault Recovery Services (SARS), Student Health Care Center
  - 352-392-1161
- University Police Department
  - 352-392-1111 or www.police.ufl.edu/

Academic Resources:
- E-learning Technical Support
  - 352-392-4357 or www.lss.at.ufl.edu/help.shtml
- Career Resource Center, Reitz Union
  - 352-392-1601 or www.crc.ufl.edu
- Library support
  - www.cms.uflib.ufl.edu/ask
- Writing Studio
  - 352-846-1138 or https://writing.ufl.edu/writing-studio/
- Student Complaints On-Campus

Course Evaluations: Course Evaluations: 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 https://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 https://ufl.bluera.com/ufl/. Summaries of course evaluation results are available to students at https://gatorevals.aa.ufl.edu/public-results/.

This syllabus is subject to change at the discretion of the instructor.