

Arts in Medicine Summer Intensive

2021

Course Prefix and Sections: HUM 6355, Sections 12529 and 18884

Credit Hours: 3

Instructor: Jenny Baxley Lee, MA, BC-DMT

Office Location: Online, Zoom meetings

Schedule a meeting: calendly.com/jennybaxleylee

Join Zoom meeting: <https://ufl.zoom.us/j/8521609613>

Office Hours: Tuesdays 12-1 pm EST and by appointment.

Email: Email instructor **through Canvas** for prompt response to course issues.

As a *back-up*, email: jlee@arts.ufl.edu

Course Meeting Times:

- Course opens on May 24th
- Introduction on Discussion Board due June 13 at 11:59 pm EST
- Zoom participation **required** weeks of June 14-18 and June 21-25, 11:00am-1:00pm EST, 2:00pm-5:30pm EST
- During the Summer Intensive, the schedule will be as follows on this link: [Summer Intensive Schedule](#)
- For deadlines outside of the Summer Intensive, the course will run Tuesday 12:00 AM EST through Monday at 11:59 pm EST.

Course Location: Zoom for synchronous Summer Intensive programming, June 14-18 and June 21-25 and online Canvas course website at: <https://ufl.instructure.com/courses/429605>

COURSE DESCRIPTION

The Arts in Medicine Summer Intensive will provide an overview of the field of arts in health through online workshops, practice observation, lectures, panel presentations, and assignments. Students will learn about historical, philosophical and practical aspects of arts in health. Students in the Arts in Medicine graduate program will have the opportunity to meet collaboratively in a live online course environment. Students will gain exposure to the UF Health Shands Arts in Medicine programs.

COURSE LEARNING OBJECTIVES

Students will:

- identify the links between the arts and health,
- evaluate and articulate skills and practices in arts in health,
- identify and analyze approaches to facilitating the arts in health including anti-racist and equitable practices,
- identify skills and strategies necessary for implementing, managing and funding arts in medicine programming,
- observe artists at work in range of environments, and
- observe and articulate impacts of the arts in clinical and community environments.

COURSE PRE-REQUISITES

Students will begin by familiarizing themselves with materials in the Graduate Central: Arts in Medicine portal located in Canvas. Specifically, students will need to know the information in the “Start Here”, “New Student Orientation”, and “Resources” modules in order to be successful in this course. You can access Graduate Central by logging into Canvas and then navigating to this link: <https://ufl.instructure.com/courses/357343>

RECOMMENDED TEXTS AND MATERIALS

1. American Psychological Association. (2009). *Publication manual of the American Psychological Association* (6th ed.). Washington: DC: American Psychological Association.
2. Additional required readings and online resources posted in the course materials on the course website in Canvas. **Please note that there is material that you will be asked to read and watch **before** the Summer Intensive begins*

COURSE EXPECTATIONS

Prior to attending the Summer Intensive Students will have a total of three weeks from the time the Canvas course site opens to the start of the Summer Intensive to complete the following:

1. Read course materials in Module 1.
2. Take the HIPAA General Awareness Training and submit the completion certificate,
3. Read the Security-Confidentiality Agreement and take the Quiz,
4. Take the four BAM (Best Allyship Movement) trainings and the four quizzes. You will need to take several screen shots to verify that you correctly answered the quiz questions. See assignment guidelines for submission details.

During the Summer Intensive:

1. Students will attend all sessions of the Summer Intensive which meets 5 days per week, **Monday - Friday from June 14-25, 11 am – 5 pm daily**
2. Students will meet via Zoom with the instructor for **four total In-Person Discussions from 5:00-5:30 pm on Monday and Thursday of Week 1 and Tuesday and Friday of Week 2.**
3. Additional activities will take place on the course’s Canvas website. See assignments in Canvas.

For full attendance and participation points, it is expected that students will:

- Attend all sessions of the Summer Intensive with no absences (see attendance policy),
- Arrive to all sessions on time and stay to the completion of sessions,
- Be alert and attentive during each session,
- Actively engage in discussion during sessions, when appropriate,
- Actively participate in arts activities during sessions, when appropriate, and
- Engage respectfully in interactions with presenters and participants.

Following the Summer Intensive, please complete the following course assignments:

1. Upload your one-slide Logic Model designed during the Summer Intensive.
2. A Creative Practice that synthesizes two meaningful aspects of the Summer Intensive experience accompanied by a one-paragraph to one-page narrative reflection.
3. Partner with at least one fellow attendee to create a voice- or video-recorded interview that will be shaped into a podcast that is no more than 10 minutes in length.

The Summer Intensive course is a hybrid course that requires live attendance via Zoom for the UF Center for Arts in Medicine Summer Intensive and online work before and after the live Summer Intensive. Time management and attention to course details and deadlines are important. The course is three credits. The majority of the working time falls into the two weeks of the Summer Intensive, so it is a full course agenda. For a graduate-level three-credit, 8-week course students should expect an average of 16-18 hours of work per week. In the case of this specific course,

the time commitment will be concentrated during the Summer Intensive weeks, although there is work required outside of the Summer Intensive.

See Course Outline on the next page.

Week	Topic	Readings/Media	Assignment	Due Dates
Weeks 1-3: Preparation for the Summer Intensive				
<ul style="list-style-type: none"> Familiarize yourself with the course structure and materials. Read and review materials in the online modules Introduce yourself to the class and instructor Prepare to attend the Summer Intensive course with the UF Center for Arts in Medicine. 				
1	Introduction to the Summer Intensive	Read all materials in Canvas prior to the start of the Summer Intensive	Intro Discussion Submit HIPAA Certificate Complete Security and Confidentiality Quiz Complete BAM Training	Submit all assignments by 6/13 at 8:59 pm EST
Week 4: Summer Intensive – Week 1				
<ul style="list-style-type: none"> Actively participate in the UF Center for Arts in Medicine Summer Intensive Meet with instructor for in-person discussions 				
2	Arts in Health Practice	All course materials provided in the Summer Intensive	In-Person Discussion1*** In-Person Discussion 2	6/14, 5-5:30 pm EST 6/17, 5-5:30 pm EST
Week 5: Summer Intensive – Week 2				
<ul style="list-style-type: none"> Actively participate in the UF Center for Arts in Medicine Summer Intensive Meet with instructor for in-person discussions 				
3	Arts in Health Administration	All course materials provided in the Summer Intensive	In-Person Discussion 3 In-Person Discussion 4 Logic Model	6/22, 5-5:30 pm EST 6/25, 5-5:30 pm EST 6/25, 8:59 pm EST
Week 6: Creative Synthesis of Summer Intensive Experience				
Connect with people who attended the Summer Intensive to build arts in health network <ul style="list-style-type: none"> Creatively synthesize key take aways from Summer Intensive Discern key take-aways from the Summer Intensive as applied to contemporary practice. 				
4	Creative Synthesis of Summer Intensive		Creative Synthesis Podcast (audio or video) Instructor Evaluation	Submit all assignments by 6/30, 8:59 pm EST

HUM 6355 COURSE OUTLINE**

***Syllabus is subject to change at the instructor's discretion. Please always refer to the Canvas course website for the most up-to-date assignments and due dates.*

***Live discussion times are subject to change based on conversation and mutual agreement between students and faculty.

ASSIGNMENT DESCRIPTIONS

1. **Attendance and Participation in the Summer Intensive** (10 days, 20 points each, 200 total points; 40% of grade). Students will receive attendance and participation points for each day of attendance at the Summer Intensive. See Canvas assignment for guidelines and rubric.
2. **In-Person Discussions** (4 meetings, 25 points each, 100 total points; 20% of grade): Students will attend and participate in five live Zoom discussion meetings throughout the two-week Summer Intensive period. These times will be outlined by the instructor. Students are expected to attend these meetings in their entirety and participate in discussion actively. They are an opportunity to debrief and engage in critical thinking around the Summer Intensive experience. See Canvas assignment for guidelines and rubric.
3. **Training Verifications** (1 HIPAA Training Certificate, 1 Security and Confidentiality Quiz, and 4 Cultural Quizzes, 10 points each, 60 total points; 12% of grade):
 - a. **HIPAA Training** – Students will complete the HIPAA General Awareness Training available in Module 1 of Canvas and print a certificate of completion to be submitted to the corresponding Canvas assignment.
 - b. **Security-Confidentiality Agreement Quiz** – Students will read the Security—Confidentiality Agreement in Module 1 of Canvas. Then, students will take the Security and Confidentiality Agreement Quiz in Canvas
 - c. **BAM (Best Allyship Movement) Quizzes** – Students will review all materials in the Cultural Competency/ Patient Diversity module in Canvas including the Introduction and Parts 1-4 of the BAM curriculum. At the end of each training part, there is a quiz. Students will take the quiz and screenshot their submissions. See Canvas assignments for details.
4. **Logic Model** (40 points; 8% of grade): During Week 2 of the Summer Intensive, participants will be introduced to logic models. As part of the Summer Intensive, participants will workshop their Logic Model and give a 1-slide presentation of their final model. For this assignment, students will receive a grade for active participation in the workshop process, their presentation during the summer intensive, and a finalized 1-slide Logic Model will be submitted to Canvas. See Canvas assignment for guidelines and rubric.
5. **Creative Synthesis** (50 points, 10% of grade): Create a current work of art (visual art, dance, music, creative writing, etc.) that synthesizes two meaningful experiences during the Summer Intensive. Explain how these experiences contribute to your development in the field in no more *than one page narrative* describing your artwork in the context of the assignment. See Canvas for guidelines and rubric.
6. **Podcast** (50 points, 10% of grade): Students will pair up to complete a final project that investigates a topic of choice through audio or video interview. Students will create a one-episode “podcast” or video interview, 5-10 minutes in length. During the podcast, students will agree to discuss or reflect on a focused arts in health topic with at least one fellow attendee/participant from the Summer Intensive. The podcast topic should be related to a contemporary and compelling topic within arts in health that was inspired by the Summer Intensive. Students may conduct research in advance of the interview that will inform an interview question and discussion with interviewees. A reference list will be submitted with the Podcast. See Canvas for guidelines and rubric.

EVALUATION OF GRADES

Assignment	Total Points	Percentage of Final Grade
Daily Attendance & Participation at the Summer Intensive (10) x 20 points	200	40%
In-Person Discussions (4) x 25 points	100	20%
Trainings (6) x 10 points HIPAA Training Completion (1) Security and Confidentiality Quiz (1) Quizzes (4)	60	12%
Program Logic Model	40	8%
Creative Synthesis	50	10%
Podcast	50	10%

TOTAL	500	100%
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GRADING SCALE

Letter Grade	% Equivalency	GPA Equivalency
A	94-100%	4.0
A-	90-93%	3.67
B+	87-89%	3.33
B	84-86%	3.00
B-	80-83%	2.67
C+	77-79%	2.33
C	74-76%	2.00
C- *	70-73%	1.67
D+	67-69%	1.33
D	64-66%	1.00
D-	60-63%	.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.

More information about UF grading policies can be found at:

[UF Graduate Catalog](#)
[Grades and Grading Policies](#)

COURSE PROCEDURES

- Course Engagement:** Students must log-in to Canvas and engage online at least once during the first three week of class, and prior to the Summer Intensive. Students are expected to attend the entire **two-week Summer Intensive Monday-Friday June 14-25**. Following the Summer Intensive, students will be expected to engage in final assignments. For more information visit the [University Graduate Academic Regulations](#)
- Class Participation/Demeanor:** Enthusiastic participation will lead to course success. Consistent and respectful interactions with the instructor and other students within the course are integral to your learning, and full participation is required. It is expected all interaction is undertaken with full effort as a University of Florida graduate student and a rising professional in the arts in medicine field.
- Attendance during the Summer Intensive**
 - Students are expected to arrive on-time, attend all Summer Intensive sessions, and not have any absences.
 - Tardiness or leaving sessions early will affect your grade. There will be at 5% grade reduction for that day's attendance and participation points.
 - Students must attend in full. Two or more tardies (entering over 10 minutes late or leaving 10 or more minutes early) will count as an absence for the day.
 - Excused absences must be consistent with university policies in the [Graduate Catalog](#) and require appropriate documentation. Additional information can be found in [Attendance Policies](#).
 - If students miss sessions for some (unexcused) reason, they should obtain any material or assignments from another participant *and* email the instructor.
- Assignment Submission:**
 - Assignment Due Dates and Times:** All assignments, unless otherwise noted, are due at 8:59 pm EST on the due date. All due dates and communications for this course assume Eastern Standard Time.
 - Naming Your Documents:** When naming your assignment documents please use the following format: AssignmentName_YourlastnameFirstinitial. For example, if I was submitting my Research Paper, I would name the assignment: ResearchPaper_LeeJ.
 - Formatting Style for Documents:** Please format all work submitted and utilize grammar and punctuation customary for professional communication. APA style is recommended for document

formatting, in-text citations, and reference lists. Be sure to properly cite all sources that you quote or paraphrase. See the *Publication Manual of the American Psychological Association* required for this course or review the online APA Style Guide at the [Purdue Online Writing Lab \(OWL\)](#).

- d. **Late Assignment Submission Policy:** Requirements for 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>. Major assignments will be accepted no later than five days after the due date except in extenuating circumstances with prior approval by the instructor. Points will be reduced from late assignments at a rate of 5% per day for up to four days, starting at the posted deadline on the day of the due date. After four days, anything turned in will receive an automatic 20% off of the grade as graded by the rubric.

As stated below under “Technical assistance”, any requests for late assignment submission due to technical issues *must* be accompanied by ticket number and record received from the UF Helpdesk when the problem was reported to them (<http://helpdesk.ufl.edu>). The ticket number will document the time and date of the problem. You are required to e-mail your instructor within 24 hours of the technical difficulty if you wish to request a make-up.

If your late assignment is due to a personal crisis, you should immediately contact the [Dean of Students Office](#) (<https://dso.ufl.edu/about/contact/>) who can offer you support and work with your instructor to potentially excuse late assignments. For more information link here: <https://catalog.ufl.edu/UGRD/academic-regulations/attendance-policies/#illnesspolicytext>

- e. **Grading Feedback from Instructor:** Assignments will have a rubric that the instructor will use to evaluate students' grades. Rubrics for assignments can be found directly under the assignment instructions. For Discussions, students must click on the three dots at the top right of the Discussion instructions and click “Show Rubric”. The Instructor will potentially leave grading feedback in three places: the Rubric, Submission Comments, or Annotated feedback in the text of the document submitted. Students are responsible for checking all of these places to benefit from instructor feedback.
5. **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 24 hours during weekdays and 48 hours on the weekend. ***It is important to email the instructor through the Canvas feature as the instructor prioritizes these emails.***
- a. **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.
- b. **Canvas Notifications:** It is strongly recommended that students set their Canvas notifications to alert them by email to the following course communications from the Instructor: Announcements, Submission Comments, and Conversations (emails). Students can do this by clicking on their Avatar on the left navigation bar > Click Notifications > and make sure that the checkmark icon is toggled green under “Email Address” for Announcements, Submission Comments, and Conversations. *Students will be responsible for timely responses (within 24 hours) to these Instructor communications even if they don't set their notifications.*
6. **General Course Questions:** Before asking general questions of the instructors, be sure to check the syllabus, the course Canvas website, and Graduate Central, as your instructor will direct you to these sources. If your question is specific to your own work, progress, circumstances, grade, or is personal in nature, please email the instructor privately using the mail function in Canvas.
7. **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 <http://helpdesk.ufl.edu>. 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.

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

UF POLICIES AND PROCEDURES

Students Requiring Accommodations

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the [Disability Resource Center](#). It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

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. [Click here for guidance on how to give feedback in a professional and respectful manner](#). 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 here](#).

University Honesty Policy

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.

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see the [Notification to Students of FERPA Rights](#).

Campus Resources:

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: counseling.ufl.edu/cwc, and 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 at 392-1111 (or 9-1-1 for emergencies), or police.ufl.edu.

Academic Resources

E-learning technical support, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu.

Career Resource Center, Reitz Union, 392-1601. Career assistance and counseling.

Library Support, Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints Campus

On-Line Students Complaints

CENTER FOR ARTS IN MEDICINE RESOURCES

1. **Graduate Central:** Includes guide for new students, tips on navigating Canvas, Registration and Course Requirements, Practicum and Capstone Guides, program announcements and many other helpful Resources. Access through Canvas at <https://ufl.instructure.com/courses/357343>
2. **UF Center for Arts in Medicine Graduate Advisor:** Please reach out for support before there is a problem. Ellie Sommers, esommers@arts.ufl.edu, 352-273-1488
3. **UF Arts in Medicine Library Guide and Research Resources:** A first stop for Arts in Medicine research and access to our dedicated librarian, Cindy Craig, who can help you with your research <http://guides.uflib.ufl.edu/aim>
4. **UF Center for Arts in Medicine website:** <https://arts.ufl.edu/academics/center-for-arts-in-medicine/>