Cover Sheet: Request 13854

BME 3XXX Engineering Analysis of Musculoskeletal Biomechanics

Info

Process	Course|New|Ugrad/Pro
Status	Pending at PV - University Curriculum Committee (UCC)
Submitter	Kristin Theus undergrad@bme.ufl.edu
Created	4/15/2019 11:14:24 AM
Updated	3/6/2020 9:46:13 AM
Description of request	New course approval.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	ENG - Biomedical Engineering 021934001	Daniel Ferris		4/17/2019
No document changes					
College	Recycled	ENG - College of Engineering	Heidi Dublin	Tabled - Department needs to address concerns brought up at the Curriculum Committee Meeting. Dr. Hudalla can provide information.	9/5/2019
No document changes					
Department	Approved	ENG - Biomedical Engineering 021934001	Daniel Ferris		9/6/2019
No document changes					
College	Approved	ENG - College of Engineering	Heidi Dublin	Approved by the HWCOE Curriculum Committee and the Faculty Council.	2/11/2020
BME3XXX Engineering Analysis of Musculoskeletal Biomechanics_updated and uploaded 1.9.20_KAT.docx					1/9/2020
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			2/11/2020
No document changes					
Statewide Course Numbering System					
No document changes					
Office of the Registrar					
No document changes					
Student Academic Support System					
No document changes					
Catalog					
No document changes					
College Notified					
No document changes					

Course|New for request 13854

Info

Request: BME 3XXX Engineering Analysis of Musculoskeletal Biomechanics
Description of request: New course approval.
Submitter: Kristin Theus undergrad@bme.ufl.edu
Created: 1/9/2020 4:03:52 PM
Form version: 11

Responses

Recommended Prefix
Enter the three letter code indicating placement of course within the discipline (e.g., POS, ATR, ENC). Note that for new course proposals, the State Common Numbering System (SCNS) may assign a different prefix.

Response:
BME

Course Level
Select the one digit code preceding the course number that indicates the course level at which the course is taught (e.g., 1=freshman, 2=sophomore, etc.).

Response:
3

Number
Enter the three digit code indicating the specific content of the course based on the SCNS taxonomy and course equivalency profiles. For new course requests, this may be XXX until SCNS assigns an appropriate number.

Response:
XXX

Category of Instruction
Indicate whether the course is introductory, intermediate or advanced. Introductory courses are those that require no prerequisites and are general in nature. Intermediate courses require some prior preparation in a related area. Advanced courses require specific competencies or knowledge relevant to the topic prior to enrollment.

Response:
Intermediate

• 1000 and 2000 level = Introductory undergraduate
• 3000 level = Intermediate undergraduate
• 4000 level = Advanced undergraduate
• 5000 level = Introductory graduate
• 6000 level = Intermediate graduate
• 7000 level = Advanced graduate

4000/5000 and 4000/6000 levels = Joint undergraduate/graduate (these must be approved by the UCC and the Graduate Council)

Lab Code
Enter the lab code to indicate whether the course is lecture only (None), lab only (L), or a combined lecture and lab (C).

Response:
None

Course Title
Enter the title of the course as it should appear in the Academic Catalog.

Response:
Engineering Analysis of Musculoskeletal Biomechanics

Transcript Title
Enter the title that will appear in the transcript and the schedule of courses. Note that this must be limited to 21 characters (including spaces and punctuation).

Response:
ENG ANLY MUSC BIOMECH

Degree Type
Select the type of degree program for which this course is intended.

Response:
Baccalaureate

Delivery Method(s)
Indicate all platforms through which the course is currently planned to be delivered.

Response:
On-Campus

Co-Listing
Will this course be jointly taught to undergraduate, graduate, and/or professional students?

Response:
No

Co-Listing Explanation
Please detail how coursework differs for undergraduate, graduate, and/or professional students. Additionally, please upload a copy of both the undergraduate and graduate syllabus to the request in .pdf format.

Response:
N/A

Effective Term

Select the requested term that the course will first be offered. Selecting "Earliest" will allow the course to be active in the earliest term after SCNS approval. If a specific term and year are selected, this should reflect the department's best projection. Courses cannot be implemented retroactively, and therefore the actual effective term cannot be prior to SCNS approval, which must be obtained prior to the first day of classes for the effective term. SCNS approval typically requires 2 to 6 weeks after approval of the course at UF.

Response:
Earliest Available

Effective Year
Select the requested year that the course will first be offered. See preceding item for further information.

Response:
Earliest Available

Rotating Topic?
Select "Yes" if the course can have rotating (varying) topics. These course titles can vary by topic in the Schedule of Courses.

Response:
No

Repeatable Credit?
Select "Yes" if the course may be repeated for credit. If the course will also have rotating topics, be sure to indicate this in the question above.

Response:
No

Amount of Credit
Select the number of credits awarded to the student upon successful completion, or select "Variable" if the course will be offered with variable credit and then indicate the minimum and maximum credits per section. Note that credit hours are regulated by Rule 6A-10.033, FAC. If you select "Variable" for the amount of credit, additional fields will appear in which to indicate the minimum and maximum number of total credits.

Response:
3

S/U Only?
Select "Yes" if all students should be graded as S/U in the course. Note that each course must be entered into the UF curriculum inventory as either letter-graded or S/U. A course may not have both options. However, letter-graded courses allow students to take the course S/U with instructor permission.

Response:
No

Contact Type
Select the best option to describe course contact type. This selection determines whether base hours or

headcount hours will be used to determine the total contact hours per credit hour. Note that the headcount hour options are for courses that involve contact between the student and the professor on an individual basis.

Response:
Regularly Scheduled

- *Regularly Scheduled [base hr]*
- *Thesis/Dissertation Supervision [1.0 headcount hr]*
- *Directed Individual Studies [0.5 headcount hr]*
- *Supervision of Student Interns [0.8 headcount hr]*
- *Supervision of Teaching/Research [0.5 headcount hr]*
- *Supervision of Cooperative Education [0.8 headcount hr]*

Contact the Office of Institutional Planning and Research (352-392-0456) with questions regarding contact type.

Weekly Contact Hours
Indicate the number of hours instructors will have contact with students each week on average throughout the duration of the course.

Response:
3

Course Description
Provide a brief narrative description of the course content. This description will be published in the Academic Catalog and is limited to 50 words or fewer. See course description guidelines.

Response:
Introduction to musculoskeletal biomechanics and quantitative movement analysis with emphasis on engineering approaches. Students learn how to apply experimental and computational methods to evaluate the human body as a biomechanical system. Topics include rigid-body kinematics, dynamics, motion capture, external force measurement, electromyography, and mechanical properties of muscles and tendons.

Prerequisites
Indicate all requirements that must be satisfied prior to enrollment in the course. Prerequisites will be automatically checked for each student attempting to register for the course. The prerequisite will be published in the Academic Catalog and must be formulated so that it can be enforced in the registration system. Please note that upper division courses (i.e., intermediate or advanced level of instruction) must have proper prerequisites to target the appropriate audience for the course.

Response:
COP2271 (or equivalent) & EGM2511. Only Matlab or C++ programming languages will be accepted for COP2271. Engineering majors only.

Completing Prerequisites on UCC forms:

- *Use "&" and "or" to conjoin multiple requirements; do not used commas, semicolons, etc.*
- *Use parentheses to specify groupings in multiple requirements.*
- *Specifying a course prerequisite (without specifying a grade) assumes the required passing grade is D-. In order to specify a different grade, include the grade in parentheses immediately after the course number. For example, "MAC 2311(B)" indicates that students are required to obtain a grade of B in Calculus I. MAC2311 by itself would only require a grade of D-.*
- *Specify all majors or minors included (if all majors in a college are acceptable the college code is sufficient).*
- *"Permission of department" is always an option so it should not be included in any prerequisite or co-requisite.*

Example: A grade of C in HSC 3502, passing grades in HSC 3057 or HSC 4558, and major/minor in PHHP should be written as follows:
HSC 3502(C) & (HSC 3057 or HSC 4558) & (HP college or (HS or CMS or DSC or HP or RS minor))

Co-requisites
Indicate all requirements that must be taken concurrently with the course. Co-requisites are not checked by the registration system.

Response:
N/A

Rationale and Placement in Curriculum
Explain the rationale for offering the course and its place in the curriculum.

Response:
Several biomedical engineering majors have an interest in biomechanics. In the past, there were limited course offerings in BME specific to this area but we recently hired a faculty member who is able to provide this as an elective course option to our students. Although there are some course offerings available in other undergraduate programs such as Mechanical Engineering and Applied Anatomy and Physiology, they do not focus on engineering concepts and biological systems simultaneously. This course will be an elective option for students interested in the field of biomechanics and it will satisfy 3 of the 15 required credits for the BME Specialization Track (2017 catalog) and BME Electives (2018 catalog).

Course Objectives
Describe the core knowledge and skills that student should derive from the course. The objectives should be both observable and measurable.

Response:
By the end of this course, students should be able to do the following:

- Analyze Human Movement
o Describe the musculoskeletal system using appropriate anatomical terms
o Mathematically define position and orientation in three dimensions
o Draw free-body diagrams and define equations of motion for linkage systems
o Solve kinematic and kinetic problems to calculate joint angles, internal forces, and external forces

- Evaluate Muscle-Tendon Function
o Describe the biological, mechanical, and neurological aspects of how muscles produce movement
o Mathematically model and describe muscles and tendons
o Analyze the electrical signals used by the nervous system to generate muscle activity
o Solve forward dynamic problems to calculate muscle forces and joint torques

- Apply Biomechanics Knowledge to Real-World Problems
o Describe experimental and computational engineering tools that are used to study movement
o Explain the mathematical foundations behind biomechanical engineering tools
o Identify when to apply experimental and computational tools to solve biomechanics problems

Course Textbook(s) and/or Other Assigned Reading

Enter the title, author(s) and publication date of textbooks and/or readings that will be assigned. Please provide specific examples to evaluate the course.

Response:
Required Textbooks and Software
Course notes and assigned readings are derived from various published sources and professional records of the course instructor. These materials will be distributed through the course website on Canvas.

Recommended Materials
The following are useful reference texts:

• Title: Biomechanics and Control of Human Movement
Author: David A. Winter
Publisher: Wiley
Date & Edition: 2009, 4th Ed.
ISBN: 978-0-470-39818-0

• Title: Atlas of Human Anatomy
Author: Frank H. Netter
Publisher: Saunders Elsevier
Date & Edition: 2014, 6th Ed.
ISBN: 978-1455704187

or any other good atlas of human anatomy

Weekly Schedule of Topics
Provide a projected weekly schedule of topics. This should have sufficient detail to evaluate how the course would meet current curricular needs and the extent to which it overlaps with existing courses at UF.

Response:

Week	Topic	Quizzes	Assignments
1	What is biomechanics?		
	Anatomy Primer & Intro. Kinematics		
2	2D Transformation Matrices		
	3D Transformation Matrices		
3	Multiple Transformations		HW 1
	Problem Session – Joint Angles	Quiz 1	
4	Kinematic Measurement Methods		HW 2
	Motion Capture Lab Tour		
5	Project Pitches		HW 3 & Project Pitch
	Intro. to Dynamics	Quiz 2	
6	Equations of Motion		HW 4
	Link-Segment Models		
7	Applications of Link-Segment Models		HW 5
	Problem Session – Gait Data	Quiz 3	
8	Dynamic Measurement Methods		
	Review for Exam 1 & Intro to Muscle		HW 6
9	Exam 1		Project Progress Report
	Structure & Biology of Muscles &Tendons		
10	Muscle-Tendon Architecture		
	Musculoskeletal Geometry		
11	Imaging Measurement Methods		HW 7
	Excitation & Motor Control	Quiz 4	
12	Neuromuscular Measurement Methods		HW 8
	Problem Session – Forward Dynamics		
13	Muscle Adaptation		HW 9
	Ligaments & Other Tissues	Quiz 5	
14	Clinical, Research, & Industry Applications		HW 10

Project Presentations
15 Summary & Final Review   Project Report

Final   Exam 2

Links and Policies
Consult the syllabus policy page for a list of required and recommended links to add to the syllabus. Please list the links and any additional policies that will be added to the course syllabus.
Please see: syllabus.ufl.edu for more information

Response:
https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

https://www.dso.ufl.edu/drc

https://gatorevals.aa.ufl.edu/students/

https://ufl.bluera.com/ufl/

https://gatorevals.aa.ufl.edu/public-results/

https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/

https://registrar.ufl.edu/ferpa.html

http://www.counseling.ufl.edu/cwc

http://www.police.ufl.edu/

https://lss.at.ufl.edu/help.shtml

https://www.crc.ufl.edu/

http://cms.uflib.ufl.edu/ask

https://teachingcenter.ufl.edu/

https://writing.ufl.edu/writing-studio/

https://www.dso.ufl.edu/documents/UF_Complaints_policy.pdf

http://www.distance.ufl.edu/student-complaint-process

Grading Scheme
List the types of assessments, assignments and other activities that will be used to determine the course grade, and the percentage contribution from each. This list should have sufficient detail to evaluate the course rigor and grade integrity. Include details about the grading rubric and percentage breakdowns for determining grades.

Response:

Assignment	Percentage of Final Grade
Homework (10 assignment)	10%
Quizzes (5 assignments)	20%

Exam 1   20%
Exam 2   20%
Project   25%
Participation   5%
Total 100%

Instructor(s)
Enter the name of the planned instructor or instructors, or "to be determined" if instructors are not yet identified.

Response:
Dr. Jennifer Nichols

Engineering Analysis of Musculoskeletal Biomechanics
BME 3XXX   Section XXXX
Class Periods: MWF period 8 (11:45 AM – 12:35 PM)
Location: TBA
Academic Term: Spring 20XX

Instructor:
Jennifer Nichols
jnichols@bme.ufl.edu
Office Hours: TBA

Teaching Assistant/Peer Mentor/Supervised Teaching Student:
Please contact through the Canvas website
- TBD

Course Description
Introduction to musculoskeletal biomechanics and quantitative movement analysis with emphasis on engineering approaches. Students learn how to apply experimental and computational methods to evaluate the human body as a biomechanical system. Topics include rigid-body kinematics, dynamics, motion capture, external force measurement, electromyography, and mechanical properties of muscles and tendons.

Course Pre-Requisites / Co-Requisites
Pre-Requisites: COP2271 or course equivalent and EGM2511. Only Matlab or C++ programming languages will be accepted for COP2271. Engineering majors only.

Co-Requisites: None

Course Objectives
By the end of this course, students should be able to do the following:

- Analyze Human Movement
    - Describe the musculoskeletal system using appropriate anatomical terms
    - Mathematically define position and orientation in three dimensions
    - Draw free-body diagrams and define equations of motion for linkage systems
    - Solve kinematic and kinetic problems to calculate joint angles, internal forces, and external forces

- Evaluate Muscle-Tendon Function
    - Describe the biological, mechanical, and neurological aspects of how muscles produce movement
    - Mathematically model and describe muscles and tendons
    - Analyze the electrical signals used by the nervous system to generate muscle activity
    - Solve forward dynamic problems to calculate muscle forces and joint torques

- Apply Biomechanics Knowledge to Real-World Problems
    - Describe experimental and computational engineering tools that are used to study movement
    - Explain the mathematical foundations behind biomechanical engineering tools
    - Identify when to apply experimental and computational tools to solve biomechanics problems

Materials and Supply Fees
N/A

Professional Component (ABET):
1, 3, 4

Relation to Program Outcomes (ABET):

Outcome	Coverage*
1. An ability to identify, formulate, and solve engineering problems by applying principles of engineering, science, and mathematics.	High
2. An ability to apply both analysis and synthesis in the engineering design process, resulting in designs that meet desired needs.	
3. An ability to develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.	Low
4. An ability to communicate effectively with a range of audiences	
5. An ability to recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.	
6. An ability to recognize the ongoing need for additional knowledge and locate, evaluate, integrate, and apply this knowledge appropriately.	Low
7. An ability to function effectively on teams that establish goals, plan tasks, meet deadlines, and analyze risk and uncertainty	

*Coverage is given as high, medium, or low. An empty box indicates that this outcome is not covered or assessed in the course.

Required Textbooks and Software

Course notes and assigned readings are derived from various published sources and professional records of the course instructor. These materials will be distributed through the course website on Canvas.

Recommended Materials

The following are useful reference texts:

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  Publisher: Wiley
  Date & Edition: 2009, 4th Ed.
  ISBN: 978-0-470-39818-0

- *Title*: Atlas of Human Anatomy
  Author: Frank H. Netter
  Publisher: Saunders Elsevier
  Date & Edition: 2014, 6th Ed.
  ISBN: 978-1455704187

  or any other good atlas of human anatomy

Course Schedule

Week	Topic	Quizzes	Assignments
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	3D Transformation Matrices		
3	Multiple Transformations		HW 1
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4	Kinematic Measurement Methods		HW 2
	Motion Capture Lab Tour		
5	Project Pitches		HW 3 & Project Pitch
	Intro. to Dynamics	Quiz 2	
6	Equations of Motion		HW 4
	Link-Segment Models		
7	Applications of Link-Segment Models		HW 5
	Problem Session – Gait Data	Quiz 3	
8	Dynamic Measurement Methods		
	Review for Exam 1 & Intro to Muscle		HW 6
9	**Exam 1** *(cumulative exam taken in-class)*		Project Progress Report
	Structure & Biology of Muscles &Tendons		
10	Muscle-Tendon Architecture		
	Musculoskeletal Geometry		
11	Imaging Measurement Methods		HW 7
	Excitation & Motor Control	Quiz 4	
12	Neuromuscular Measurement Methods		HW 8
	Problem Session – Forward Dynamics		
13	Muscle Adaptation		HW 9
	Ligaments & Other Tissues	Quiz 5	
14	Clinical, Research, & Industry Applications		HW 10
	Project Presentations		
15	Summary & Final Review		Project Report
Final	**Exam 2** *(cumulative exam in finals period)*		

Attendance Policy, Class Expectations, and Make-Up Policy

Class: Students are expected to attend all scheduled class sessions. Attending class is critical for understanding the course material. Class sessions will regularly include presentation of new material, solving sample problems, answering homework questions, in-class quizzes, and discussion. Students who are regularly absent from class (defined as 6 or more unexcused absences) will receive a zero for their participation grade (see next section "Participation" for additional details on how participation grade is calculated). Excused absences must be consistent with University policies in the undergraduate catalog (https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx) and require appropriate documentation.

Participation: Students are expected to engage with the course material both inside and outside of class. The participation grade reflects performance on in-class activities and assignments. Each class period will incorporate at least one written in-class activity or assignment that will be turned in at the end of class and quantitatively assessed. The participation grade will reflect the average of all of these assignments. The highest marks are regularly earned by students that come to class having read all of the assigned materials and are prepared to actively discuss them.

Homework: Homework assignments provide students with an opportunity to apply concepts learned in class and affirm their understanding of the course material. All assignments are due at the beginning of the class period indicated on the course schedule (refer to course website for most up-to-date deadlines). All assignments should be

turned in electronically via the course website. <u>Please use the following convention when naming your homework files</u>: **LastName_HW_X.pdf** (replace "LastName" with your last name and "X" with the homework number). Assignments turned in late will not be graded, except under extreme circumstances at the discretion of the instructor. Students are encouraged to work cooperatively on assignments. However, each student must individually submit assignments consisting of his or her own work. This means that students are encouraged to discuss the solution process for problems. However, copying another student's work (or allowing a student to copy your work) will be considered a violation of the University honor code. Homework will be graded on a scale from 0 to 3 based on completeness and correctness. The lowest homework grade will be dropped.

Quizzes: Quizzes allow the students and the instructor to assess understanding of current course material. They also act as a mechanism to widen the course's grading scheme (i.e., lower the stakes of each exam). Quizzes will occur approximately every two weeks (refer to course website for most up-to-date schedule). If circumstances do not allow a student to take a quiz on the scheduled date, the student must notify the instructor with enough advanced notice to make arrangements to take the quiz <u>before</u> the scheduled date. Excused absences must be consistent with University policies in the undergraduate catalog (https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx) and require appropriate documentation.

Exams: Exams are an opportunity for students to demonstrate their mastery of course concepts. There will be two cumulative exams. Exam 1 is a cumulative midterm. Exam 2 is a cumulative final. Students are expected to be present for exams. Students who miss an exam due to an illness or emergency and who provide proper documentation of the excused absence will take a make-up for full credit as soon as possible after original exam date.

Project: The semester-long project allows students to gain an in-depth understanding of a biomechanics topic of their choice. Students will be expected to review the literature, write a report summarizing their findings, and present in class. Further details on the project will be discussed in class and distributed on the course website.

Re-Grade Policy: If a student feels that an assignment, quiz, or exam was graded incorrectly, they should return the assignment and a written description of the grading error to the instructor within 5 business days of receiving the graded assignment. The instructor will evaluate the request and adjust the grade if an error was made. Any request for re-grading where the student has altered the assignment after it was returned to gain a grade benefit will be considered a violation of the University honor code.

Evaluation of Grades

Assignment	Percentage of Final Grade
Homework *(10 assignment)*	10%
Quizzes *(5 assignments)*	20%
Exam 1	20%
Exam 2	20%
Project	25%
Participation *(in-class assignments)*	5%
	100%

Grading Policy

Grade	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
Percent	93.4 - 100	90.0 - 93.3	86.7 - 89.9	83.4 - 86.6	80.0 - 83.3	76.7 - 79.9	73.4 - 76.6	70.0 - 73.3	66.7 - 69.9	63.4 - 66.6	60.0 - 63.3	0 - 59.9
Grade Points	4.00	3.67	3.33	3.00	2.67	2.33	2.00	1.67	1.33	1.00	0.67	0.00

More information on UF grading policy may be found at:
https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Students Requiring Accommodations
Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, https://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.

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 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/.

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 (https://sccr.dso.ufl.edu/policies/student-honor-code-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.

Commitment to a Safe and Inclusive Learning Environment
The Herbert Wertheim College of Engineering values broad diversity within our community and is committed to individual and group empowerment, inclusion, and the elimination of discrimination. It is expected that every person in this class will treat one another with dignity and respect regardless of gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture.

If you feel like your performance in class is being impacted by discrimination or harassment of any kind, please contact your instructor or any of the following:
• Your academic advisor or Graduate Program Coordinator
• Robin Bielling, Director of Human Resources, 352-392-0903, rbielling@eng.ufl.edu
• Curtis Taylor, Associate Dean of Student Affairs, 352-392-2177, taylor@eng.ufl.edu
• Toshikazu Nishida, Associate Dean of Academic Affairs, 352-392-0943, nishida@eng.ufl.edu

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: https://registrar.ufl.edu/ferpa.html

Campus Resources:

Health and Wellness

U Matter, We Care:
Your well-being is important to the University of Florida. The U Matter, We Care initiative is committed to creating a culture of care on our campus by encouraging members of our community to look out for one another and to reach out for help if a member of our community is in need. If you or a friend is in distress, please contact umatter@ufl.edu so that the U Matter, We Care Team can reach out to the student in distress. A nighttime and weekend crisis counselor is available by phone at 352-392-1575. The U Matter, We Care Team can help connect students to the many other helping resources available including, but not limited to, Victim Advocates, Housing staff, and the Counseling and Wellness Center. Please remember that asking for help is a sign of strength. In case of emergency, call 9-1-1.

Counseling and Wellness Center: http://www.counseling.ufl.edu/cwc, and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

Sexual Discrimination, Harassment, Assault, or Violence
If you or a friend has been subjected to sexual discrimination, sexual harassment, sexual assault, or violence contact the **Office of Title IX Compliance**, located at Yon Hall Room 427, 1908 Stadium Road, (352) 273-1094, title-ix@ufl.edu

Sexual Assault Recovery Services (SARS)
Student Health Care Center, 392-1161.

University Police Department at 392-1111 (or 9-1-1 for emergencies), or 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. https://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.

Teaching Center, Broward Hall, 392-2010 or 392-6420. General study skills and tutoring. https://teachingcenter.ufl.edu/.

Writing Studio, 302 Tigert Hall, 846-1138. Help brainstorming, formatting, and writing papers. https://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-complaint-process.

External Consultation Results (departments with potential overlap or interest in proposed course, if any)

Department	Name and Title
Phone Number	E-mail
Comments	

Department	Name and Title
Phone Number	E-mail
Comments	

Department	Name and Title
Phone Number	E-mail
Comments	