

Cover Sheet: Request 11256

DEN5405C Preclinical Operative Dentistry 1

Info

Process	Course Modify Ugrad/Pro
Status	Pending
Submitter	Abare,Censeri P cabare@dental.ufl.edu
Created	11/7/2016 2:02:01 PM
Updated	12/7/2016 11:51:47 AM
Description of request	This course introduces fundamental concepts related to Operative Dentistry. Emphasis is also placed on biomaterial science and clinical application of composite resin restorative materials. Minimally invasive dentistry will be stressed, and principles of ergonomics and infection control as it relates to clinical dentistry will be introduced.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	DEN - Operative Dentistry 313405000	Dilbone, Deborah Ann		11/7/2016
Added DEN5405C_syllabus.pdf					11/7/2016
College	Approved	DEN - College of Dentistry	Sposetti, Venita J		11/8/2016
No document changes					
University Curriculum Committee	Comment	PV - University Curriculum Committee (UCC)	Case, Brandon	Added to the December agenda.	11/22/2016
No document changes					
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			11/22/2016
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					

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Form version: 1

Responses

Current PrefixDEN

Course Level5

Number 405

Lab Code C

Course Title Preclinical Operative Dentistry 1

Effective Term Earliest Available

Effective Year Earliest Available

Requested Action Other (selecting this option opens additional form fields below)

Change Course Prefix?No

Change Course Level?No

Change Course Number?No

Change Lab Code?No

Change Course Title?No

Change Transcript Title?No

Change Credit Hours?No

Change Variable Credit?No

Change S/U Only?No

Change Contact Type?No

Change Rotating Topic Designation?No

Change Repeatable Credit?No

Change Course Description?Yes

Current Course DescriptionThis course introduces concepts of the disease of dental caries in the pits and fissures, elimination of the disease process, and the restoration of the tooth to health (Class I composite and amalgam restorations). Information is provided concerning the response to disease and treatment, with the corresponding histology of the dental pulp.

Proposed Course Description (50 words max)This course introduces fundamental concepts related to Operative Dentistry. Emphasis is also placed on biomaterial science and clinical application of composite resin restorative materials. Minimally invasive dentistry will be stressed, and principles of ergonomics and infection control as it relates to clinical dentistry will be introduced.

Change Prerequisites?No

Change Co-requisites?No

RationaleDental caries in pits and fissures is no longer taught in this course. The focus is now on the science and application of composite resin restorations.

DEN5405C: Preclinical Operative Dentistry I/Biomaterials Spring 2016

Course Description:

This course introduces fundamental concepts related to operative dentistry. Emphasis is also placed on biomaterial science and clinical application of composite resin restorative materials. Minimally invasive dentistry will be stressed, and principles of ergonomics and infection control as it relates to clinical dentistry will be introduced. The course is based on lectures and laboratory exercises in order to support the development of motor skills, self-evaluation and clinical judgment using a rational scientific basis.

I. General Information

Course Director: Ana Dias Ribeiro
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Email: ARibeiro@dental.ufl.edu
Phone: 1 352 2948285
Course Credits: 4
Semester: Spring

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II. Course Goals

This course is the first in a series of three courses, which are designed to provide the student with sufficient knowledge in the etiology, diagnosis, and management of dental caries. The restorative treatment of Class I, III, and V carious lesions using resin-based composite will be particularly emphasized, and based on the concepts of minimally invasive dentistry. This course also includes an introduction course to dental biomaterials, which is designed to teach some material properties principles and definitions, polymeric materials including dental adhesives, and composites. Since Operative Dentistry and Biomaterials contributes to a major portion of the general practice of dentistry, it is important to concentrate now on developing excellent clinical skills and efficiency to provide optimal patient care. Such skill and efficiency are essential components for a successful practice.

III. Course Overview

IV. Course Outline

1. Introduction to Operative Dentistry
2. Dental Instruments
3. Caries Management

4. Fundamentals in Tooth Preparation
5. Principles of Adhesion to Enamel and Dentin
6. Resin Based Composite: Composition and Handling
7. Resin Based Composite: Finishing and Polishing Techniques
8. Sealants and Preventive Resin Restorations
9. Isolation of the Operating Field
10. Class V Composite Restorations
11. Class III Composite Restorations
12. Class I Composite Restorations
13. Class II preparation and restoration (introduction)
14. Dental Biomaterials
 - a. General introduction to dental biomaterials
 - b. Polymeric materials, dental adhesive, composite and RMGI

V. Course Material

Required textbooks: Textbooks can be purchased in the Health Science Center bookstore on the ground floor next to the Post Office.

1. "Summitt's Fundamentals of Operative Dentistry - A Contemporary Approach" by Hilton TJ et al, 4th ed., 2013. STUDENTS MUST PURCHASE THIS TEXT.
2. "Dental Caries: the disease and its clinical management" by Fejerskov O. & Kidd E.; 2nd ed., Blackwell Munksgaard, 2008.
3. "Pulp-Dentin Biology in Restorative Dentistry" by Ivar A. Mjor, Quintessence books, 2002.

Other Resources:

Operative Dentistry Lectures and Handouts will be posted on ECO

Dental biomaterials Lectures and Reading Materials will be posted on E-learning:<http://ss.at.ufl.edu>

VI. Course Objectives

The material in this course will be presented in lecture, web-based, laboratory, and self-study format. You will demonstrate competency in the knowledge of the following and the ability to apply this knowledge to the practice of dentistry:

1. Dental Caries

- Discuss the philosophy of the Department of Restorative Dental Sciences in prevention, diagnosis, and management of the disease of caries
- Describe the clinical aspects and classification of dental caries
- Describe the contributing factors in the disease of caries and their interrelationship with tooth, saliva, diet and systemic factors

2. Dental Instruments

- Describe the indications and reasons for using both rotary and hand instruments in cavity preparations
- Explain the instrument classification and use, instrument grasps, and Black's formula
- Describe the sharpening and care of hand instruments
- Describe rotary cutting instruments in reference to the following: design features and construction, shapes, sizes, numbering, functional characteristics, care, and maintenance

3. Isolation of the Operating Field

- Describe the rationale for using the rubber dam
- Demonstrate the proper placement and use of the rubber dam, clamps, gingival retractor and frame to achieve field isolation

4. Prevention, Diagnosis and Treatment of Class I, III and V carious lesions

- Describe the use of non-surgical intervention such as sealants
- Demonstrate the ability to prepare and restore teeth with composite resins

5. Dental Biomaterials

- Discuss and explain how inter atomic bonds influence physical/mechanical properties of dental materials
- Identify different polymerization mechanisms and discuss their characteristic behaviors
- Explain how the molecular structure of different polymers affects properties such as glass transition temperature and hydrophobicity
- Identify the composition of different types of dental composites, and explain how resin composition as well as filler particle size and volume affect the properties of a dental composite
- Explain how different light-curing procedures affect the quality of the final composite and how errors introduced during this process can affect the clinical outcome
- Discuss the mechanism behind enamel and dentin etching and how deviations from the optimal technique affect enamel and dentin bonding

VII. Course Competencies

This course contributes to teaching to the following competencies.

- **Domain II:** Health Promotion and Maintenance - Educate patients and the community, based upon scientific inquiry, critical thinking and outcomes assessments, about the etiology of oral disease. Promote preventive interventions and effectively work with patients and other health care professionals to achieve and maintain a state of optimal oral health through evidence-based care.
 - **5.Assessment of Treatment Outcomes:** Analyze the outcomes of patient care, previous treatment appropriate recall and best evidence to improve and maintain oral health.
- **Domain III:** Health Assessment – Recognize systemic diseases, substance and patient abuse and evaluate the patient's medical and oral condition, plan treatment needs and refer, when appropriate.
 - **11.Treatment Planning:** Develop properly sequenced treatment and/or referral plan options, as appropriate, to achieve patient satisfaction that includes obtaining informed consent; and modify the accepted plan, when appropriate.
- **Domain IV:** Health Rehabilitation – Using universal infection control guidelines and managing the patient's anxiety and pain, perform procedures and restore the patient to oral health or refer appropriately.
 - **13.:** Prescribe and/or apply clinical and/or home therapies for the management of dental caries and monitor their effect on the patient's oral health.
 - **14.:** Perform restorative and esthetic procedures that preserve tooth structure, prevent hard tissue disease, promote soft tissue health and replace missing teeth with prostheses.

VIII. Evaluation

Evaluation of student performance will consist of:

- 1) Didactic testing in the form of written quizzes and exams
- 2) Psychomotor exams

Written Quizzes and Examinations. Quizzes related to the Operative Dentistry portion of this course are to be expected and will cover the assigned reading for the day plus any material related to the topic at hand which has been previously covered in lecture or in the laboratory. Quizzes will last approximately 10 minutes and the topics for those are listed on the course schedule. There is a minimum of five quizzes scheduled during the lecture sessions of this course. The quiz with the lowest score will be dropped from each student's accumulated quiz total when determining course final grades. If a student misses a class for any reason, that quiz will be the one dropped.

There are a total of three written examinations. The first written exam will cover all course material given up to the respective exam date. The second written exam will be cumulative including all course material given up to the date of the second exam. The third written exam will be cumulative including all course material given up to the date of the third exam. All quizzes and written examinations will selectively use questions of the multiple choice, T/F, matching, or short answer type.

Psychomotor Examinations. Three psychomotor exams are scheduled in this course. These competency exams will require tooth preparations and/or restorations using resin-based composite. These exams will be evaluated to determine if psychomotor competency has been achieved and the scores of these exams will be included in determining the final course grade. Completing assigned daily routines makes one eligible to take the assigned psychomotor examination.

The grade of each psychomotor exam will be determined by the average of points received, which will be converted into percentages as determined by the **Operative Division Psychomotor Grade Scale**. Student performance is evaluated by an orderly decision-making process. Procedural items are scored 4, 3, 2, or 1 against defined criteria.

- A 4 indicates that the criteria was met at a superior level
- A 3 indicates that the criteria was met at an acceptable level
- A 2 indicates that modifications are necessary to achieve an acceptable level
- A 1 indicates that the outcome was measured to be at an unacceptable level

For each criterion an evaluative modifier (+) can be assigned to a 1, 2, or 3 grade to indicate that the student identified an error prior to faculty evaluation. Proper terminology and specific locations of all errors must be noted by the student in writing. General non-specific statements will not justify a (+) modifier.

A "1" or "1+" score on any of the criteria on a psychomotor exam will result in an automatic failing grade. The percentage assigned is 65% or the actual score, whichever is lower, when a score of 1 is given. The percentage assigned is 70% or the actual score, whichever is lower, when a score of 1+ is given.

Points are calculated as follows:

- 4 = 4 points
- 3+ = 3.25 points
- 3 = 3 points
- 2+ = 2.25 points
- 2 = 2 points
- 1+ = 0.25 point
- 1 = 0 points

Students who fail a psychomotor exam may be required to take part in a re-assessment of the original procedure to determine whether the student is progressing satisfactorily through the course. Also, the

reassessment will be used to decide whether additional measures need to be addressed in order for the student to eventually pass the course. The reassessment will not affect the final course grade, but will be administered by the course director if he/she feels additional information can be garnered from this experience.

Daily Laboratory Exercises. Daily work will be critiqued by the student first and then by the faculty. Although these daily evaluations will not be counted for grades, they are intended to teach the student to critique his/her work and learn the performance criteria used to evaluate competency and how this would translate into grades in a psychomotor exam situation.

Assigning Grades. The final grade will be determined based on the following didactic and psychomotor components:

1. Didactic component - 45% (40% written exams + 5% quizzes)

- Exam 1: Operative & Biomaterials - 13.3%
- Exam 2: Operative & Biomaterials - 13.3%
- Exam 3: Operative & Biomaterials - 13.4%
- Quizzes: 5%

2. Psychomotor component - 55% (psychomotor exams)

- Exam 1: Class V Preparations and/or Composite Restorations - 18.3%
- Exam 2: Class III Preparations and/or Composite Restorations - 18.3%
- Exam 3: Class I/II Preparations and/or Composite Restorations - 18.4%

Final Grade - 100%

***In order to pass this course, the student must have a final grade of 72% or above. However, the didactic and psychomotor components must be passed independent of one another with a 72% or above. In addition, failure of more than one psychomotor exam will lead to course failure and the student will have to remediate each failed psychomotor procedure at the end of the course. The grades for each component will be calculated based on the percentages given for each exam as listed above.**

Attendance, Adherence to the Dress Code and Professional Conduct are Mandatory. The following adjustments will be made to the final course grades:

Attendance

- 5 points will be deducted from the final grade for each lecture or lab missed without an excused absence.
- 5 points will be deducted from the final grade for every three unexcused instances of tardiness.
- 5 points will be deducted from the final grade if the routine sheet is not returned complete by the date established by the course director.

Adherence to the Dress Code. Students must adhere to the dress code as spelled out in the Pre-doctoral Student Handbook and Clinic Procedure Manual while enrolled in any course in the Division of Operative Dentistry. It is applicable at ALL times including, lectures, exams, quizzes, and laboratory sessions. Failure to comply with the dress code will result in a reduction in your final course grade as follows:

- **1st Offense** - You will be asked to leave the class and warned
- **2nd Offense** - You will be asked to leave the class and a 5% reduction in your final course percentage will be imposed
- **3rd Offense** - You will be asked to leave the class and a 10% reduction in your final course percentage will be imposed
- **4th Offense** - You will be asked to leave the class and a 15% reduction in your final course percentage will be imposed

- **5th Offense** - You will be issued an "E" grade in the course

Professional Conduct. The College of Dentistry expects all dental students to be professionals in their dealings with patients, colleagues, faculty and staff. Behavior of a dental student reflects on a student's qualification and potential to become a competent dentist. In addition, for each lecture and laboratory session, students are expected to: be prepared, complete the self-evaluation forms, follow all guidelines and instructions (which includes dress code, use of iPods, headphones, etc.), and put forth an excellent effort (stays the entire session, works diligently during the lab session, etc.). Any student professional misconduct observed during lectures, exams, quizzes, and laboratory sessions will result in an **Academic Variance Form** (see *Pre-doctoral Student Handbook*), and **5 points will be deducted from the final course grade for each academic variance issued.**

The grades for the final written exam and psychomotor exam as well as the final grades will not be posted in ECO until 70% of students have completed the end of course and faculty evaluations.

Remediation. Students failing the course will be awarded an "E" grade, referred to the Student Performance Evaluation Committee (SPEC), and automatically placed on academic probation. The student must meet with the course director to develop a remediation plan within one week of receiving the failing final grade. The remediation activities are at the discretion of the course director. Faculty are available to assist students preparing for this examination, but the responsibility for learning the material resides with the student. The time and place of the remediation examination will be arranged individually. ***Please note that if the course director determines that the student failed the coursework to such an extent that remedial activities would be inadequate to attain an acceptable level of academic achievement in the course material, the course director can recommend that the student repeat the course as the remedial activity.***

The grade required to pass the remediation program will be determined by the course director; however, the highest grade attainable in a remediated course is a remediated "D/R." Students failing to satisfactorily complete the remediation program will maintain the "E" grade and be referred to SPEC for consideration for dismissal or retracking. Re-enrollment will occur as soon as deemed feasible by the course director in concert with the Associate Dean for Education and the SPEC. The highest final grade attainable when repeating a course in its entirety is an "A." Students failing to satisfactorily complete a course at the second offering will be referred to SPEC for further evaluation and action. A failing grade awarded in any course will remain on the permanent record. Any grade achieved after re-enrollment will be listed separately.

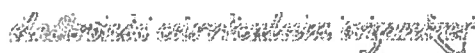
IX. Administrative Practices

Administrative practices for all UFCOD courses are universally applied. Exceptions to or deviations from these practices are stated in the individual syllabi by the course director. When not individually stated in the syllabus, course administrative practices default to those identified under "Administrative Practices" in the ECO sidebar for each electronic syllabus. These practices include: Professional Behavior, Student Responsibilities in the Classroom, Attendance, Dress Code, Email Policy, Tutoring, Academy Honesty and the Student Honor Code, Student Accommodations, Post-exam Review, Grading System, Remediation, Student Evaluation of Instruction, Student Complaints, University Counseling Services and Mental Health Services and Electronic Course Material and Social Media.

X. Grade Scale

DEN5405C Grade Scale	
Method	Letter Grade
Scale	100
Tolerance	0.5 (Final letter grades within this range will be rounded up.)
A	95 - 100
A-	90 - 95
B+	86 - 90
B	82 - 86

B-	80 - 82
C+	74 - 80
C	72 - 74
E	0 - 72



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Courses > DEN5405C Preclinical Operative Dentistry I/Biomaterials > Syllabus > Administrative Practices

Communication ▾	Administrative Practices
Syllabus ▾	
Course Description	For further information on any of the practices listed below, consult the UFCD Student Handbook and UF Attendance Policies .
Course Goals	
Course Overview	A. Attendance
Course Outline	Student attendance during school hours (7:25 am - 4:55 pm) is <u>required</u> on all days officially scheduled on the annual school calendar.
Course Material	In general, acceptable reasons for absence from or failure to participate in class include illness, serious family emergencies, special curricular requirements (e.g., professional conferences), military obligation, severe weather conditions and religious holidays. Absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) must be excused. Other reasons also may be approved. For any deviation from this policy, the procedures described in the <i>UFCD Student Handbook</i> must be followed. More information can be found on this website, UF Attendance Policies .
Course Objectives	Leaves of absence will be handled on a case-by-case basis. Students must obtain signed approval from each course director for any non-emergency absence. Students with an absence must report to the course director within 48 hours of their return to arrange for any necessary make-up. While some course directors will not mandate attendance for lectures, attendance is mandatory for all basic science and clinical simulation laboratory sessions, all intramural and extramural rotations, special education events, testing sessions, and lectures/seminars mandated by the course director.
Course Competencies	
Evaluation	B. Dress Code
Clock Hours	The dress code shall apply to all students while in the Health Science Center during usual business hours, from 7:30 a.m. - 5:30 p.m. Monday through Friday. The dress code will apply to all usual academic activities, including didactic lectures and exams, preclinical simulation classes, and clinical patient care activities during the four-year curriculum, and includes wearing their UFID badge . For special events and invited presentations by nationally recognized experts, the event organizer may require that students wear business attire.
Administrative Practices	C. Email Policy
Print Syllabus	Within the College of Dentistry, email is the primary mode of communication between faculty, administration, staff, and students. Students are required to check their email daily, on all scheduled school days. A Gatorlink account is required as each student's primary email address.
Documents	D. Professional Behavior
Grades ▾	The College of Dentistry expects all dental students to be professionals in their dealings with patients, colleagues, faculty and staff and to exhibit caring and compassionate attitudes. Professionalism encompasses altruism, accountability, compassion, duty, excellence and respect for others. Attitudes and behaviors inconsistent with compassionate care, refusal by or inability of the student to participate constructively in learning or patient care, derogatory attitudes or inappropriate behavior directed at patient groups, peers, faculty or staff, or other unprofessional conduct can be grounds for dismissal.
Roster ▾	E. Student Responsibilities in the Classroom
Schedule ▾	1. It is both the responsibility of the students and faculty to ensure that decorum in the classroom is maintained at all times. Students who cannot conduct themselves appropriately should be asked, by the teacher, to the leave the room.
Tools ▾	2. Out of courtesy to student peers and faculty, disruption in the classroom, i.e. talking, reading of newspapers, etc., is forbidden.
	3. All audible communication devices, i.e. cell phones, beepers, etc., should be turned off before entering the classroom.
	4. Students are responsible for attending lectures on time and for their entirety; ensuring that conflicts in class times arising out of special circumstances such as patient scheduling, seminars or courses should be discussed before start of class with the instructor or course director.
	5. Students are expected to complete all assigned readings before class and be prepared to answer questions related to the assigned material.
	6. Learning is an active behavior. Accordingly, students are expected to participate in classroom discussion.
	7. Laptop computers may be used for note-taking or accessing course-related materials during lectures and class sessions. Violations of this policy, such as sending or reading emails or text messages, accessing websites unrelated to the course, or use of the computer for purposes other than for the class in progress will result in loss of the privilege to bring a laptop computer to class.
	8. Students must request permission of each faculty member prior to tape recording a class session.
	F. Academic Honesty and the Student Honor Code
	On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: <i>"On my honor, I have neither given nor received unauthorized aid in doing this assignment."</i> Alleged violations of the Student Honor Code will be handled by the UF Dean of Students Office. More information can be found at Student Conduct & Honor Code .
	G. Tutoring
	A tutoring program is available to any student who fails an examination or whose performance ranks in the bottom ten percent of the class in multiple courses. Students are advised of this tutoring program during orientation and then

occasionally reminded. Course directors are also aware of the program and can make a referral. Student performance is monitored by the Assistant Dean for Student and Multicultural Affairs in conjunction with the Associate Dean for Education and course directors following each block examination period. The Coordinator of Student Affairs will contact the student, provide counseling and advisement, and offer tutoring. Upon a request for tutoring by the student, the Assistant Dean for Student and Multicultural Affairs will contact the tutor (an upper class student who excelled in the course, is available and interested, and seems like the best fit for the struggling student). The student then contacts the tutor and together they work out a schedule and activity plan that is reported to and approved by the Office of Student and Multicultural Affairs. The tutor is compensated by an hourly wage. Each semester, several students take advantage of this program and student performance has been shown to improve in future examinations. Students referred for tutoring are asked to sign a tutoring agreement form so they are clearly aware of their request in the tutoring process.

H. Americans with Disabilities Act (ADA) - Student Accommodations

Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the Assistant Dean of Student and Multicultural Affairs when requesting accommodations. Students with disabilities should follow this procedure as early as possible in the semester.

Students requiring special testing accommodations will be handled through the Assistant Dean of Student and Multicultural Affairs. The following procedure will be followed:

- Students requesting testing accommodation must be tested by the Disability Resources Program at Peabody Hall. Students qualifying for accommodations will receive an Accommodation Memo from that office which must be presented to the Assistant Dean of Student and Multicultural Affairs.
- The Assistant Dean will identify the student and the specific accommodation need(s) in the course roster feature in ECO. This information can only be viewed by the course director and test administrators. The student will also be identified in the Grade Book feature of ECO viewable only by grade coordinators and course directors. Access to this information will permit test administrators to schedule and set-up the appropriate accommodation. This process replaces the former procedure of students personally informing each course director of their need for testing accommodation and securing their signature.

Students receiving special testing accommodations will be handled in manner that protects their privacy and confidentiality. Computerized testing conditions will mimic those provided in the Testing Center using similar equipment. Scheduling of accommodated examinations will occur simultaneously during regularly scheduled block examinations in a location outside of the Testing Center. When scheduling conflicts prohibit synchronous testing, the examination will be scheduled prior to the regular examination time. The College of Dentistry provides special testing accommodations for those students providing documentation. Common test accommodations include providing a scribe, a reader, extended time, quiet and separate environment, and assistive technology. Disability Resources is located within the Dean of Students Office.

I. Post-Examination Review

To facilitate and reinforce effective learning, dental students are encouraged to review any omission in knowledge through channeled and secured examination feedback following item analysis by the course director. Following thorough analysis of the test items and adjustment for any identified aberrant items, the individual examination scores are posted on the grade book feature of ECO and the examination is released for student review in the testing center within one week of its administration.

The review session will be scheduled by the Office of Education, posted on ECO, managed by IT staff, and monitored by the course director. The course director must be present or provide for a suitable faculty substitute (staff should not be involved). Other course faculty are encouraged to attend but, if they chose not to attend, must be responsive to any student's written inquiry or challenge of the test items. Students are permitted into the testing center under the same rules as for taking examinations - no materials will be permitted in or out of the center and talking will not be permitted so as not to interfere with other students' review and learning.

For the first and second year curriculum, all examinations from the block session will be available for review during this one session but only the questions with incorrect responses will be accessed by the student (unless the faculty indicates otherwise). The course director will not answer student questions about a particular item unless he/she was the author. Paper forms including space for the student's name, email address, course #, question #, and the student's inquiry about the item will be distributed. These forms will be collected by the course director or IT staff upon the student's exit from the testing center. The course director will then review, sort and distribute the inquiries to the individual faculty responsible for the test item(s) in question. The faculty member responsible for the item will respond to the student by email or request that the student make an appointment to address the concern.

For the third and fourth year curriculum, as there are no block examinations, review sessions will be scheduled for each course that utilizes the computer testing center. The same guidelines as above will be employed.

J. Grading System

Student performance in academic coursework and clinical requirements is evaluated by letter grades (A to E). The S/U grading system is used for select courses so designated by the College and for all elective courses. Grade point averages will be derived from the numerical equivalents of the letter grade. For example, a grade of A for a three-hour course yields 12 grade points.

Passing Grades - Grade points:

Letter Grade	Grade Point
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
D/R ₁	1.00
S ₂ S/R ₃	None

- 1 A grade of D/R is issued only when a student successfully remediates a course he/she previously failed with an E grade. See section on Remediation below.
- 2 A grade of S is equal to a C or better grade, but is not calculated in the grade point system.
- 3 A grade of S/R is issued only when a student successfully remediates a S/U course he/she previously failed.

Failing Grades:

E	Failure	A failing grade awarded in any course will remain on the permanent record if the student fails to successfully remediate the course and is equivalent to 0.0 grade points. Any grade achieved after re-enrollment in the course will be listed separately.
U	Unsatisfactory	A failing grade assigned only when an entire course is graded S/U. No grade points are calculated and course credit is not awarded.

Non-Punitive Grades (no grade point value):

W:Withdraw: Assigned for any course dropped when the student was in good academic standing. This grade requires College approval and is assigned to students withdrawing enrollment due to personal and/or medical problems resulting in an excused extended leave of absence.

WF:Withdraw Failing: Assigned to any course dropped when the student was not in good academic standing.

I:Incomplete: Assigned to a student who is capable of achieving a passing grade in the course but who could not complete the course requirements because of extenuating circumstances. Arrangements must be made with the course director to complete the work by the end of the next semester or earlier. This grade must be rectified by the end of the next semester. An I grade may be assigned at the discretion of the course instructor as an interim grade for a course in which the student has (1) completed a major portion of the course with a passing grade, (2) been unable to complete course requirements prior to the end of the term because of extenuating circumstances, and (3) obtained written agreement from the instructor as to the arrangements for resolution of the incomplete grade. Instructors are not required to assign I grades.

More information on UF Grading policies can be found at [Grades and Grading Policies](#).

K. Remediation

Students failing any course will be awarded an "E" grade, referred to the Student Performance Evaluation Committee (SPEC), and automatically placed on academic probation. The student must meet with the course director to develop a remediation plan within one week of receiving the failing final grade. The remediation activities are at the discretion of the course director and may consist of a comprehensive examination with emphasis on those areas in which the student failed to achieve a grade of "C" or better. Faculty are available to assist students preparing for this examination, but the responsibility for learning the material resides with the student. The remedial activity will include no formal instruction. The time and place of the remediation examination will be arranged individually. Please note that if the course director determines that the student failed the coursework to such an extent that remedial activities would be inadequate to attain an acceptable level of academic achievement in the course material, the course director can recommend that the student repeat the course as the remedial activity.

The passing grade in the remediation program is a "C"; however, the highest grade attainable in a remediated course is a remediated "D/R." Students failing to satisfactorily complete the remediation program will maintain the "E" grade and be referred to SPEC for consideration for dismissal or retracking. Re-enrollment will be as soon as deemed feasible by the course director in concert with the Associate Dean for Education and the SPEC. The highest final grade attainable when repeating a course in its entirety is an "A." Students failing to satisfactorily complete a course at the second offering will be referred to SPEC for further evaluation and possible action. A failing grade awarded in any course will remain on the permanent record. Any grade achieved after re-enrollment will be listed separately.

L. Student Evaluation of Instruction

The faculty members of the College of Dentistry seek to continually improve the quality of its instructional program. The College evaluates instruction through faculty evaluations, course evaluations and student debriefings. Students are expected to evaluate courses and faculty each semester. Completion of these evaluations are voluntary, however as part of your professional commitment to the program we strongly and encourage you to participate. Electronic course and faculty evaluation forms are updated each semester and posted on the College's website. All responses are confidential and the administration maintains state of the art electronic security measures to ensure this. Your thoughtful responses and comments serve as a basis for future planning.

M. Complaint Process

External complaint process:

The University of Florida's DMD program is accredited by the Commission on Dental Accreditation (CODA). If a student, faculty, patient or other individual has any complaints or concerns about the college's accredited educational programs, those issues and concerns can be directed to the Commission.

CODA will review complaints that relate to the program's compliance with the accreditation standards. The Commission is interred in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago IL 60611 or by calling 1-800-621-8099 extension 4563.

Internal complaint process:

1. Informal: UFCD recognizes that health care professionals should learn to address disagreements and conflicts in a mature and responsible manner. Often relational problems may be resolved best informally between the parties involved. Students who wish to make a complaint about an issue related to the College of Dentistry should first contact their class president, vice president, or Student Affairs committee representative. The class officer can advise the student on how to best seek resolution. Oftentimes, the class officer has heard the same complaint from other classmates and will then proceed by advocating for their class as a whole rather than for one individual. Class officers may seek the help of the Assistant Dean for Student Affairs, their Class Advisor or TEAM leader. Students who do not feel comfortable discussing their concern with their class officers should discuss the complaint with the Assistant Dean for Student and Multicultural Affairs, or Associate Dean for Education.

2. Formal: If the informal procedure has been followed and a student still feels the issue is unresolved the student may initiate a formal complaint. This process may be accessed at: dental.ufl.edu.

The form asks for a description of the complaint including the circumstances regarding the complaint, previous efforts to resolve and restitution sought. The grievance is forwarded to the appropriate person or committee who has been designated to handle a certain type complaint. For example, the Facilities Manager would receive all complaints involving the physical plant/infrastructure of the College. A timely acknowledgement of the submission will be sent by email.

N. University Counseling Services and Mental Health Services

The [Counseling and Wellness Center](#) is located at 3190 Radio Road and can be reached at 352-392-1575.

O. Electronic Course Material and Social Media

Recordings are for educational use only and are to be considered confidential. No recorded lecture material, university maintained or otherwise, may be shared (e.g., copied, displayed, broadcast or published) with any individual or organization within or outside the UFCD without prior written permission from the lecturer and without giving proper attribution. UFCD will take reasonable measures to prevent the inappropriate use of such recordings by individuals with access to the web site on which the recorded lectures are posted, but cannot guarantee against possible misuse. This prohibition includes placing the recording on any web page or the Internet for use by, or access to, any person, including the student. In addition to any legal ramifications, misuse of recordings will be considered as unprofessional behavior and appropriate disciplinary action will be taken according to UF policy and procedures. Materials contained within lectures may be subject to copyright protection. Please review [Copyright Information](#) for more information.

Unauthorized Recordings. A student shall not without express authorization from the faculty member and, if required by law, from other participants, make or receive any recording, including but not limited to audio and video recordings, of any class, co-curricular meeting, organizational meeting, or meeting with a faculty member. Refer to [Student Conduct & Honor Code](#) for more information.

Social Media

Social networks provide fun and exciting ways to connect with others who share common interests. Use of social media, even in a personal capacity, must comply with state and federal law concerning intellectual property, restricted records, and patient information. Text, photos, videos, and other material posted on social media pages, including personal ones, should be in keeping with generally accepted professional and/or ethical standards for one's field(s) of work and/or study. For example, patient information, even if it has been "de-identified" may not be posted. This includes photos or videos as part of medical, research, or other international humanitarian educational experiences. UF has explicit student guidelines to permit appropriate use of social media, while prohibiting conduct through social media that is illegal or against University of Florida policy or professional standards. Refer to [UF Social Media Use, Guidelines and Policy Implications](#) for more information.

This is how the grade scale functions for this Course under review by the University Curriculum Committee:

DEN5405C Preclinical Operative Dentistry I/Biomaterials

Grade Scale

A	94.5	100
A-	89.5	94.4
B+	85.5	89.4
B	81.5	85.4
B-	79.5	81.4
C+	73.5	79.4
C	71.5	73.4
E	0	71.4