

Cover Sheet: Request 10065

VEM5xxx Veterinary Business Special Projects

Info

Process	Course New Ugrad/Pro
Status	Pending
Submitter	Zimmel,Dana N zimmeld@ufl.edu
Created	2/20/2015 8:06:33 AM
Updated	2/20/2015 12:00:47 PM
Description	This is a 2-credit elective course in which the student will investigate one topic to test a hypothesis or answer a specific question related to veterinary business management. Upon completion of the project, each student will prepare a manuscript in the style of an appropriate veterinary medical or business journal and present the results of the project in either an oral or poster presentation.

Actions

Step	Status	Group	User	Comment	Updated
Department	Approved	VM - Large Animal Clinical Sciences 312804000	Mackay, Robert J		2/20/2015
College	Approved	VM - College of Veterinary Medicine	Thomas Vickroy		2/20/2015
University Curriculum Committee	Pending	PV - University Curriculum Committee (UCC)			2/20/2015
Statewide Course Numbering System					
Office of the Registrar					
Student Academic Support System					
Catalog					
College Notified					

Department Name and Number			
<p>Recommended SCNS Course Identification</p> <p>Prefix ___ ___ ___ Level ___ Course Number ___ ___ ___ Lab Code ___</p> <p>Full Course Title _____</p> <p>Transcript Title (please limit to 21 characters) _____</p>			
Effective Term and Year		Rotating Topic <input type="checkbox"/> yes <input type="checkbox"/> no	
Amount of Credit ___	Contact Hour: Base ___ or Headcount ___		S/U Only <input type="checkbox"/> yes <input type="checkbox"/> no
Repeatable Credit <input type="checkbox"/> yes <input type="checkbox"/> no If yes, ___ total repeatable credit allowed			
Variable Credit <input type="checkbox"/> yes <input type="checkbox"/> no If yes, ___ minimum and ___ maximum credits per semester			
Course Description (50 words or less)			
Prerequisites		Co-requisites	
Degree Type (mark all that apply) <input type="checkbox"/> Baccalaureate <input type="checkbox"/> Graduate <input type="checkbox"/> Professional <input type="checkbox"/> Other _____			
Category of Instruction <input type="checkbox"/> Introductory <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced			

Department Contact	Name	Phone	Email
College Contact	Name	Phone	Email

VETERINARY BUSINESS SPECIAL PROJECTS

Course Information

Course Number: VEM -5xxx
Course Title: Special Projects
Term offered: Summer C, Fall
Year: 2015
Course credit: 2 credit hour

General Information

Dr. Dana Zimmer, Course Coordinator
SAH 380 – office hours variable, please call or email
294-4379 (office)
Michelle Townsend email: mtownsend79@ufl.edu
Dr. Martha Mallicote, Co-Coordinator
Email: mallicotem@ufl.edu

Course Description

This is a 2-credit elective course in which the student will investigate one topic to test a hypothesis or answer a specific question related to veterinary business management. Upon completion of the project, each student will prepare a manuscript in the style of an appropriate veterinary medical or business journal and present the results of the project in either an oral or poster presentation.

Course Objectives:

By the end of the course, students will be able to:

1. Students will demonstrate the ability to design a project, collect data, analyze and interpret the results that are related to the business of veterinary medicine.
2. Be able to present the project in a written and oral form.

Prerequisites

Students should be currently enrolled in the professional veterinary medicine program leading to a DVM. Students shall have selected an advisor and be engaged in the project during the summer after their junior year. The project (data collection), the writing of the data, and the presenting of the data will be completed **by the end of** the fall semester of the senior year.

Course Outline & Schedule:

Specific forms and procedures will be made available to the students. The students must satisfactorily complete each of the following to satisfy course requirements:

1. Select a topic and enlist the assistance of a project advisor from the CVM faculty
2. Submit the project description to Dr. Dana Zimmer or Dr. Martha Mallicote
3. After approval, conduct the project

4. Write the manuscript in the appropriate journal format.
5. Submit:
 - a. The edited, approved manuscript by the project advisor to Dr. Zimmer on August 7, 2015.
6. Upload the manuscript to the e-learning course website for VEM xxxx
7. Present results in oral format as either a poster or short 10 minute PowerPoint presentation on September 8, 9, 11, 2015 from 1-5pm. All students participating in the course are expected to attend the presentations of their classmates on the dates listed above.
8. The presentation or poster will be graded by a small committee of reviewers.

Important Deadlines

- 1) Submit request for approval of project **any time prior to April 15, 2015** of the junior year to Dr. Dana Zimmer, zimmerd@ufl.edu.
- 2) Perform project from May through July 2015.
- 3) Submit manuscript by **August 7, 2015 5pm** to Dr. Zimmer.
- 4) Presentations **September 8th, 9th, 11th from 1-5pm**. Students are required to attend all sessions.
- 5) Students will be enrolled for Fall semester 2015.

Project Advisor - Each student must have a project advisor from within the CVM faculty. However, faculty in other areas of the Health Science Center, the University of Florida, or other appropriate individuals can sponsor the student *as long as there is a Co-sponsor within the CVM faculty* (this CVM faculty is ultimately responsible for the conduct, progress of the work and grading). The project advisor must approve the proposal, indicate that the project is feasible with the resources and time available, and provide the student with assistance and supervision. The project advisor must edit the manuscript to ensure that is readable, presented in the required journal format and an accurate representation of the investigation done by the student. Retrospective studies are acceptable provided appropriate statistical support for data analysis is available. In addition any prospective clinical studies or trials must have a letter from the advisor clearly indicating the appropriate numbers of cases will be obtained to meet the manuscript and presentation deadlines.

Project Approval - To obtain approval of a project, the student must prepare a proposal which includes the following: 1) title; 2) student's name, campus and e-mail address and signature; 3) hypothesis and specific aims; 4) name and signature of project advisor assuring feasibility; 5) brief background and justification for the project; 6) design and methods to be used, including (when appropriate) sample size and justification for sample size, statistical methods to be used, and how the data will be statistically analyzed. Please see "Approval Request" form. Requests should be sent by e-mail from your advisor to Dr. Zimmer. Unless there is an obvious flaw your project will be approved. The student will be enrolled in Fall Semester.

Manuscript - The manuscript should be prepared in the format required by an appropriate medical/business/educational journal. The choice of this journal will be made between the

Presentation- The presentation may be in poster or PowerPoint format. There will be designated project days on September 8, 9, 11, 2015 from 1pm-5pm. Attendance is required.

None

The grade for this course will be based on the evaluation of the manuscript (50%) and presentation (50%).

					Weight	Score	Received	Total Possible Points
Introduction								
1 Introduction to subject					1		0	3
2 Problem or Hypothesis Defined					3		0	9
3 Objectives or Specific Aims Clearly Stated					3		0	9
Materials and Methods								
4 Overall Clarity of writing					2		0	6
5 Understandable Methods					2		0	6
6 Appropriateness of Methodology					1		0	3
Results / Discussion								
7 Write up of data clear/consise, objective assessment of contribution of results to answering					2		0	6
8 Figures and Tables Presentations: Clear, Labeled correctly					1		0	3
9 Statistical data appropriately used					1		0	3
10 Clean manuscript, properly formatted for journal, no misspellings					1		0	15
Note this is Not supposed to be the research advisors work								
Value and Appropriateness of paper to journal					1		0	7
						0	0	70

Introduction					Possible Score
1 Introduction to subject					5
2 Problem or Hypothesis Defined					5
3 Objectives or Specific Aims Clearly Stated					5
Materials and Methods					
4 Overall Clarity of Slides					5
5 Understandable Methods					5
6 Appropriateness of Methodology					5
Results Discussion					
7 Data Clearly Presented on Slide/Poster					5
8 Data Clearly Described					5
9 Summarization is Concise and Accurate					5
10 Able to answer questions					5
Total					50

A	A-	B+	B	B-	C+	C	C-	D+	D	D-	E
94-100	90-93	87-89	83-86	80-82	77-79	73-76	70-72	67-69	63-66	60-62	0-59

Information on current UF grading policies for assigning grade points may be found at <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Administrative Policies: see Student Handbook @
<http://education.vetmed.ufl.edu/student-services/student-handbook-pdf/>

Honesty Policy

All students registered at the University of Florida have agreed to comply with the following statement: "I understand that the University of Florida expects its students to be honest in all their academic work. I agree to adhere to this commitment to academic honesty and understand that my failure to comply with this commitment may result in disciplinary action up to and including expulsion from the University." In addition, on all work submitted for credit the following pledge is either required or implied: "On my honor I have neither given nor received unauthorized aid in doing this assignment." To review the student honor code please visit: <http://www.dso.ufl.edu/judicial/honorcodes/honorcode.php>

Plagiarism includes any attempt to take credit for another person's work. This includes quoting directly from a paper, book, or website, without crediting the source. Sources should be noted, a link to the website added, or quotation marks placed around the material and attributed, even during online discussions. However, the instructor expects more than simply cutting and pasting in this graduate-level course. Students are expected to review, evaluate and comment on material they research, rather than simply copying relevant material. Work will be graded accordingly.

Student Evaluation of Instruction

Evaluations are performed electronically at the end of the course. To evaluate the instructor, visit the UF Evaluation site at: <https://evaluations.ufl.edu/evals/>

Accommodations for Students with Disabilities

Students requesting accommodations must first register with the Dean of Students Office, Disability Resource Center at 352-392-8565. Students may also apply on-line for accommodations. For more information, see the Disability Resource Center website at: <http://www.dso.ufl.edu/drc/>

The Disability Resource Center will provide a letter to the student who must then meet with the course instructor to discuss the required accommodations. Once notification is complete, the instructor can work with the Disability Resource Center to provide the requested accommodations. To ensure that necessary accommodations are provided in a timely manner, it would expedite this process if any student who might need an accommodation would notify the course coordinator during registration.

Software Use

All faculty, staff and students of the University are required 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.

UF Counseling and Wellness Center

Many resources are available for students who need help with stress-related problems or emergencies. Assistance is available both by appointment and after hours by calling 352-392-1575 or visiting the website at <http://www.counseling.ufl.edu/cwc/>

Grade Changes

Grades will be changed only when a grading error has been made.

Communication with Instructors

The preferred method for communication between students and the course instructor is by email within the SAKAI online learning management system. Please allow 48 hours for a response. Do NOT use the discussion board to communicate with about hardware problems, grades, or other personal matters.

Attendance

Students are expected to attend the presentations of the final projects on September 8, 9, and 11, 2015.

Class Participation

Students are expected to constructively and professionally participate in discussions of the student projects. All interactions between classmates and/or faculty must be polite and professionally conducted. Shouting (using all capital letters), use of profanity or insulting language, or plagiarism will not be permitted.

Performance Expectations

Students are expected to produce quality work of a standard comparable to any graduate-level didactic course. Postings, assignment submissions, and discussions must be legible, constructive and appropriate. Students are required to think for themselves and will be expected to complete assignments that require the application of logic and reasoning skills when the answer may not be found in a book or the course notes. Factual information should be documented and referenced during discussions and within assignments.

Make-Up Work, Late Assignments, and Due Dates

Students are expected to complete assignments according to the due dates given within the course. Once a due date is passed, there will be no opportunity for make-up or late submissions.

If a student experiences a situation that is beyond their control and there is a possibility they will not meet a due date, the student should immediately notify the instructor and course coordinator to explain the situation.