

Professional Curriculum Committee October 22, 2025

The PCC met from 1:00 pm to 3:00 pm via Zoom teleconferencing.

Attendees

Members

Lauren Solberg, Chair; Melissa Turley, Co-Chair; Toby Shorey, Ops. Chair; Amanda House; Scott Nestler; Benjamin Phalin; Courtney Pyche; Allison Sley; Tracey Taylor

Liaisons

Casey Bullock; Kim Dunleavy; Kathy Green; Madison Henry; Diana Hull; Maria Leite; Jeanna Mastrodicasa; Leslie McKenna; Frankie Tai; Lissette Tolentino; Stacy Wallace

Guests

Sarah Bell; Ashley Garrett; Ruth McIlhenny

Welcome

Welcome | Professor Lauren Solberg

Regulation 8.003, Textbook and Instructional Materials Affordability and Transparency - [BOG 8.003](#) - Waiting on the BOG to vote at their November meeting.

PCC Subcommittees:

- Professional Subcommittee – Advised that this subcommittee will be on hold until further notice.

Approval of minutes of the [September](#) meeting.

Policies

- None

Programs

1. [Professional - \(DVM\) Doctor of Veterinary Medicine - New Curriculum](#) – **Approved** after courses have been approved for Major. Committee Approved; however, holding at PCC level until the final four courses that must be Approved by PCC, and those four courses will appear on November's agenda before Approval can be pushed.

Certificates

Proposed new professional certificates.

- None

Proposed changes to professional certificates.

- None

Courses

Proposed new professional courses.

Law

2. [Course Creation JRM 5905 - Independent Study MSL](#) - **Approved**

Public Health and Health Professions

3. [SPA 6XXX Sysphagia Evaluation and Management New Courses](#) – **Tabled** – No response from submitter for questions asked by Review Subcommittee.
4. [SPA 6XXX Multiculturalism in Communication Sciences and Disorders New Course](#) – **Tabled** – No response from submitter for questions asked by Review Subcommittee.

Veterinary Medicine

5. [VEM 5XXX - Foundations in Veterinary Medicine](#) - **Approved**
6. [VEM 5XXX - Healthy Populations in Veterinary Medicine](#) - **Approved**
7. [VEM 5XXXXC - Veterinary Anatomy I](#) - **Approved**
8. [VEM 5XXX C- Veterinary Anatomy II](#) - **Approved**
9. [VEM 5XXX - Veterinary Cardiology](#) - **Approved**
10. [VEM 5XXX - Veterinary Dermatology](#) - **Approved**
11. [VEM 5XXX - Veterinary Endocrinology](#) - **Approved**
12. [VEM 5XXX - Veterinary Gastroenterology](#) - **Approved**
13. [VEM 5XXX - Veterinary Hematology and Oncology](#) - **Approved**
14. [VEM 5XXX - Veterinary Musculoskeletal Systems](#) - **Approved**
15. [VEM 5XXX - Veterinary Neurology](#) - **Approved**
16. [VEM 5XXX - Veterinary Ophthalmology](#) - **Approved**
17. [VEM 5XXX - Veterinary Patient Management](#) - **Approved**
18. [VEM 5XXX - Veterinary Pulmonology](#) - **Approved**
19. [VEM 5XXX - Veterinary Reproduction](#) - **Approved**
20. [VEM 5XXX - Veterinary Surgery and Anesthesiology I](#) - **Approved**
21. [VEM 5XXXXC - Veterinary Surgery and Anesthesiology II](#) - **Approved**

22. [VEM 5XXX - Veterinary Urology and Nephrology](#) - **Approved**

Proposed changes to professional courses.

- None

Information Items

- Survey Reminder - Sarah Lynn, Chair, Drafting Committee, Academic Strategic Plan
- [Ideas welcomed for new academic strategic plan](#)

Meeting adjourned at 2:22 p.m.

ADDENDUM

Compiled Before the Meeting

Professional Curriculum Committee Program and Course Recommendations

October 22, 2025

Programs

1. Professional - (DVM) Doctor of Veterinary Medicine - New Curriculum *[CA]

** Note: Courses on this agenda, CA until courses are approved, A after courses are approved.*

- <https://secure.aa.ufl.edu/Approval/reports/21815>

Summary:

- The College of Veterinary Medicine submits this plan to reorganize the DVM program's first two years of pre-clinical curriculum into a blocked, body-system based model along. Additionally, the college proposes the new curriculum move to a pass/fail (S/U) grading structure to support this change.

Action Items:

- None

Discussion Items:

- ~~Would you be able to provide some additional info about the change to S/U grading. Is this consistent with other schools of veterinary medicine?~~ *Yes, this change is consistent with other Colleges of Veterinary Medicine. Some, like Washington State University, have been pass/fail for more than ten years. Others have transitioned since the COVID-19 pandemic, like University of Georgia and North Carolina State University. The Ohio State University's College of Veterinary Medicine has gone fully pass/fail this year as well.*
- ~~What has been feedback from their accreditor on this change? Submission notes this could increase numbers of struggling students; if the passing score of 70+ were implemented last AY, how many students would have failed vs. how many received failing grades at the current (old) level?~~ *The AVMA (American Veterinary Medical Association) accredits schools based on their overall curriculum and standards. There is no set grading system that is required, allowing for institutional autonomy.*
 - *Using data from the last academic year and applying the passing percentage of 70% in the current curriculum would have resulted in:*
 - *Of the 5,724 reported grades across all the first- and second-year courses, 69 grades were less than 70 percent.*
 - *Of the 301 students in the first and second-year, 55 students would have had a failing grade in at least one course.*
 - *11 Students failed using the current (Legacy) grading system.*

- 44 MORE students would have failed using the New Curriculum Pass/Fail structure.
- ***However, this comparison is apples/oranges. We believe that a majority of these students would not have received their “failing” score if the New Curriculum policies were in place at the time of assessment. For example, of these 44 students, 11 students (25%) would have failed the 2nd Year Veterinary Ophthalmology course: VEM5241. None received failing grades under the Legacy Curriculum, but their grade was determined solely on one final exam. In the New Curriculum, formative assessments are encouraged to support student achievement, and no one score can make up more than 75% of the grade (with the intention of reducing student test anxieties as well).
- ~~When there are no specific attendance requirements set out in the syllabus beyond the template syllabus/handbook wording of students being “expected” to attend, what is the DVM attendance requirement for class sessions? I.e. if not otherwise specified, is there a penalty for students missing class?~~
 - Our Attendance Policy is linked to each syllabus and online: <https://education.vetmed.ufl.edu/dvm-curriculum/absence-request/>
 - At minimum: Exams, Labs, and In-class quizzes/assignments are mandatory attendance.
 - Students are expected to attend **at least 85% of all required labs, discussion sections, and attendance required lectures** (if designated by course coordinator) in the curriculum each semester. Students are also expected to attend **at least 85% of all exams/assessments** as scheduled each semester. If a student should miss 15% or more of the required activities (these will be evaluated as labs/discussions and assessments) in a single semester (whether absences are excused or unexcused), they will be required to meet with the Academic Advancement Committee.
- ~~Overall question—what courses need a lab code?~~ Given the definitions provided in the SCNS Handbook, the college identifies Laboratory courses with the “L” designation to be courses that are entirely or nearly entirely taught as a stand-alone laboratory course (75% or greater contact hours taught in the laboratory setting). Courses with the Combination or “C” designation are courses comprised of both lectures and laboratories taught together (25-75% contact hours in the laboratory setting). Most courses in the DVM program are lecture-based didactic courses with laboratory components (some wet labs, some computer-based laboratories). In most cases, the core courses in the DVM program would not meet the definition of a “C” Combination or “L” Laboratory course. Very few of the proposed courses would meet the “L” Laboratory definition (Veterinary Anatomy I & II; Professional Skills I – IV); only one course currently meets the “C” Combination definition (Veterinary Surgery and Anesthesiology II).
 - Laboratory “L”
 - Veterinary Anatomy I = 89% Laboratory
 - Veterinary Anatomy II = 81% Laboratory
 - Professional Skills (I, II, III, IV) - To be submitted in future
 - Combination “C”

- Veterinary Surgery and Anesthesiology II = 61% Laboratory

General Questions for Program and Courses:

- Under the section “Student with Accommodations” **the bold verbiage**, “Students in UF Health Sciences programs should be mindful that unique course accommodations may not be applicable in a clinical, fieldwork or practicum setting. Thus, planning a semester in advance with the DRC Health Sciences Learning Specialist is highly encouraged.” How was the wording decided on for VM syllabuses, and has this wording been blessed by General Counsel, or where did the wording come from?

Response: Worked with the DRC to ensure language is approved, then, updated all syllabi with new DRC Approved Language: Reasonable accommodations for qualified individuals with disabilities can be made so long as such accommodations do not require a change in fundamental program requirements of the curriculum in alignment with the CVM technical standards requirements. DVM students requesting accommodations are highly encouraged to meet a semester in advance with the DRC Assistant Director for Health Sciences Programs.

- How do you know if this is a laboratory course or not, what makes the Lab distinction for the course, or how many labs does a course need to have before the Lab code distinction should be applied?

Response: Given the definitions provided in the SCNS Handbook, the college identifies Laboratory courses with the “L” designation to be courses that are entirely or nearly entirely taught as a stand-alone laboratory course (75% or greater contact hours taught in the laboratory setting). Courses with the Combination or “C” designation are courses comprised of both lectures and laboratories taught together (25-75% contact hours in the laboratory setting). Most courses in the DVM program are lecture-based didactic courses with laboratory components (some wet labs, some computer-based laboratories). In most cases, the core courses in the DVM program would not meet the definition of a “C” Combination or “L” Laboratory course. Very few of the proposed courses would meet the “L” Laboratory definition (Veterinary Anatomy I & II; Professional Skills I – IV); only one course currently meets the “C” Combination definition (Veterinary Surgery and Anesthesiology II).

- Would you be able to explain how VM arrived at the number of Credit Hours for each course as several of these courses have similar contact hours yet different actual credit hours. Take for example Healthy Populations contact hours 74 and it equal 5 credit hours vs. Gastroenterology has 112.5 contact hours and it equals 6 credit hours. Or how Foundation in Vet Med equal 7 credit hours, per formula $[\text{LEC } 104 + \text{DISC } 5/2] = 5.9$, but for Gastroenterology equal 6 credit hours, per the formula $[\text{LEC } 91.5 = \text{LAB } 9/3 + \text{DISC } 17/2] = 5.7$. Would you be able to explain the formula that VM is using to obtain the credit hours?

Response: Credit hours for our DVM courses are calculated based on instructional units and an 18-week semester.

Instructional Units – Values

Lectures: 1 hour = 1 unit

Discussions: 2 hours = 1 unit

Laboratories: 3 hours = 1 unit

For the Gastroenterology Course: $[\text{LEC } 91.5 = \text{LAB } 9/3 + \text{DISC } 17/2] = 5.7$.

Lectures = 91.5 hours = 91.5 units

Discussions = 17 hours = 8.5 units

Laboratories = 9 hours = 3 units

Combined Units: 103 Units / 18 Weeks = 5.722 or 6 Credits

When calculating credit hours for each course based on the current list of lectures, discussions, and laboratories, the new curriculum totaled 69 credit hours. Our current (Legacy) pre-clinical curriculum is made up of 72 credit hours. We did not want to remove any credit hours from the total number of hours for graduation. The remaining three hours were distributed among the new “Foundations in Veterinary Medicine,” “Healthy Populations in Veterinary Medicine,” and “Veterinary Patient Management” courses. As the “Foundations” course will be the first course of the curriculum, and is a combination of the basic science and foundational material that will be necessary for students to do well in the remaining body-system courses, we thought it important to allow a buffer of time in case additional content needed to be added to this course to support that foundational instruction in the integrated material. Time was also added to the “Healthy Populations” and “Patient Management” courses, as these are the last courses students will encounter before they enter the clinical environment. These courses are meant to be capstone courses, where population and patient management can be the focus, drawing on the complexities of the previous coursework.

Certificates

New Certificates

- None

Changes to Existing Certificates

- None

Course Recommendations

Proposed New Courses

Approved	Conditionally Approved	Recycle
Course Creation JRM 5905 - Independent Study MSL	SPA 6XXX Dysphagia Evaluation and Management New Courses	
VEM 5XXX - Foundations in Veterinary Medicine	SPA 6XXX Multiculturalism in Communication Sciences and Disorders New Course	
VEM 5XXX – Healthy Populations in Veterinary Medicine		
VEM 5XXXXC – Veterinary Anatomy I		
VEM 5XXXXC – Veterinary Anatomy II		
VEM 5XXX – Veterinary Cardiology		
VEM 5XXX – Veterinary Dermatology		
VEM 5XXX – Veterinary Endocrinology		
VEM 5XXX – Veterinary Gastroenterology		
VEM 5XXX – Veterinary Hematology and Oncology		
VEM 5XXX – Veterinary Musculoskeletal Systems		
VEM 5XXX – Veterinary Neurology		
VEM 5XXX – Veterinary Ophthalmology		
VEM 5XXX – Veterinary Patient Management		
VEM 5XXX – Veterinary Pulmonology		
VEM 5XXX – Veterinary Reproduction		
VEM 5XXX – Veterinary Surgery and Anesthesiology I		
VEM 5XXXXC – Veterinary Surgery and Anesthesiology II		
VEM 5XXX – Veterinary Urology and Nephrology		

Law

2. Course Creation JRM 5905 - Independent Study MSL

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21870>

Action Items:

- None

Discussion Items:

- ~~Please align syllabus with new UF policy with a link to the UF policies and resources.~~
We will continue to follow UF syllabus policies with each professor assigned to this teach this course.
- ~~Both request and syllabus states, “course objectives and activities will be determined during the registration period,” but not included in MSL IS agreement. When will this occur and who will approve?~~ Once a faculty member is identified to teach the course, the course objectives and activities will be discussed with and reviewed by MSL administration.
- ~~Is there a rubric or common assessment tool to evaluate the IS for the students?~~ A sample rubric is below; this will be adjusted as needed before the class begins.

Category	Description
○ Research Depth & Legal Analysis	○ Demonstrates comprehensive understanding of the topic, including relevant case law, statutes, and scholarly commentary. Shows critical thinking and legal reasoning.
○ Organization & Structure	○ Paper follows a logical structure with clear sections, strong thesis, and coherent flow of ideas. Effective use of headings and transitions.
○ Writing Quality & Clarity	○ Writing is clear, concise, and professional. Free from grammar or spelling errors. Tone and voice are appropriate for legal scholarship.
○ Use of Sources & Citations	○ Sources are relevant, credible, and well-integrated. Proper citation format (e.g., Bluebook) is used consistently throughout.
○ Project Development & Timeliness	○ Student met agreed-upon deadlines, submitted drafts on time, responded to feedback, and actively engaged in the research and writing process.
○ Presentation of Research	○ Clear, organized, and engaging presentation of the research. Student communicates key arguments effectively, responds well to questions, and demonstrates mastery of the topic. Visuals

(if used) are professional and support the content.

- ~~Are office hours only ever on Zoom?~~ Office hours will be held through zoom or phone as this is an online program with students and adjuncts across the country.
- ~~Can you provide more clarifications about deliverables? A research article (does it have to be peer reviewed and published?) as a deliverable is very different than a conference presentation.~~ The paper may involve legal research on a topic chosen by the student and approved by the professor. The path the paper takes will be developed by the student with guidance from the professor. The paper can be presented to the students MSL peers and presented to their peers via zoom.
- Consider adding a project timeline template that tracks approvals, status, and deadlines for the independent study to the Independent Study for MSL Students form. This could help students plan as well as provide faculty a better view of what is expected of them from the independent study. If things like research articles are possible outcomes, this should probably also encourage discussion about things like author order. Adding this information can also help students doing an independent study have a more uniform experience, while still honoring the uniqueness of their topic.

Response:

Weeks 1-2: Topic Finalization & Proposal Development

- Meet with advisor to confirm topic scope and research goals
- Submit brief project proposal outlining key questions, methodology, and intended outcomes
Begin preliminary literature review

Weeks 3-4: Research & Literature Review

- Conduct in-depth review of relevant case law, statutes, academic articles, and secondary sources
identify gaps in the literature and refine thesis statement
Create an annotated bibliography

Weeks 5-6: Outline & Thesis Refinement

- Develop detailed outline of the paper with section breakdowns
- Finalize research questions or hypotheses
Submit outline for advisor feedback

Weeks 7-8: Writing – Drafting the Paper

- Begin drafting main sections of the paper (introduction, analysis, discussion)
Meet with advisor to discuss progress and preliminary findings
Revise sections based on feedback

Weeks 9-10: Full Draft Completion

- Complete full draft of the paper
Submit draft to advisor for detailed review and comments

Weeks 11-12: Revisions & Final Editing

- Incorporate advisor's feedback
Revise paper for clarity, citation accuracy (e.g., Bluebook), and structure
Begin preparing abstract and summary if aiming for publication

Week 13: Final Submission and Presentation to MSL peers

- Submit final version of the paper to advisor
Discuss potential next steps for publication and present to peers
- ~~Consider adding information about solving conflicts with your faculty supervisor on these projects. Information about the ombudsman's office could be helpful to students on this syllabus.~~ **Students will be instructed to contact their MSL representative first should any issues arise and work up through administration including the UF Ombudsman's office to help resolve any potential conflicts.**
- ~~Is the list of assessments and grading breakdown a sample? If objectives are subject to change, are the assessments/grading?~~ **The list of assessments and grading breakdown are a suggestion. We expect these will be updated as the professor is assigned to the course.**

Public Health and Health Professions

3. SPA 6XXX Dysphagia Evaluation and Management New Courses [CA]

- <https://secure.aa.ufl.edu/Approval/reports/21789>

Action Items:

- What does this sentence mean: “A grade of C counts toward a graduate degree only if based on credits in courses numbered 5000 or higher that have been earned with a B+ or higher.”

Discussion Items:

- Is this a required course or an elective?
- Syllabus says make-up exam format may be different from original. Does this refer to the possibility of using different questions, or written vs. Oral format? Students should not be penalized by alternative format for excused reason for make-up.
- Syllabus should be clarified to state late submissions will not be penalized if late for excused reasons.
- Academic resources links are outdated – suggest using new link from syllabus policy. The updated academic policies and resources link is suggested: <https://go.ufl.edu/syllabuspolicies>. This was implemented after this syllabus was created and this approval request was entered, so this is meant as a helpful suggestion. The link above shows all policies such as Honor Code, as well as Campus and Academic Resources. We created this to help faculty, so they don't have to make sure all that text is up to date on their syllabus – just add the link! We keep it up to date. If you are required to add additional text due to accreditation purposes, please feel free to do so. Please feel free to reach out with questions about what all this link covers and can replace/shorten on your syllabus!

4. SPA 6XXX Multiculturalism in Communication Sciences and Disorders New Course [CA]

- <https://secure.aa.ufl.edu/Approval/reports/21791>

Action Items:

- What does this sentence mean: “A grade of C counts toward a graduate degree only if based on credits in courses numbered 5000 or higher that have been earned with a B+ or higher.”

Discussion Items:

- Is this a required course or an elective?
- Will weekly contact hours be 2 if taken for 2 credits vs. 1? The PCC form says 1 contact hour per week.
- Will any readings be assigned and posted on Canvas? Or is there no reading material for the course?
- Syllabus grading scheme – total points don’t add up. Says 2 speaker series summaries at 20 points each, but says total is 60 points for this assessment type. Should be 40.
- Syllabus statement about possible need for make-up assignments is unclear; why might/might not there be a make-up assignment? This sounds like it could refer to the need for a student to complete a different assignment from what was expected, under extenuating circumstances. Is this correct?
- How will 10% professionalism be assessed?
- The updated academic policies and resources link is suggested: <https://go.ufl.edu/syllabuspolicies>. This was implemented after this syllabus was created and this approval request was entered, so this is meant as a helpful suggestion. The link above shows all policies such as Honor Code, as well as Campus and Academic Resources. We created this to help faculty, so they don’t have to make sure all that text is up to date on their syllabus – just add the link! We keep it up to date. If you are required to add additional text due to accreditation purposes, please feel free to do so. Please feel free to reach out with questions about what all this link covers and can replace/shorten on your syllabus!

Veterinary Medicine

5. VEM 5XXX - Foundations in Veterinary Medicine

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21816>

Action Items:

- None.

Discussion Items:

- ~~I presume students will know what SAVMA is re: required readings.~~ Response: We removed this acronym from the syllabus and replaced it with faculty-created course notes and lecture materials.
- ~~PCC form says approx 120 hours, syllabus lists 111.~~ Response: Refer to General Questions #3. This is the first course, the foundational science course, in the program. We wanted to provide a little flexibility in the hours allocated to this course, as we anticipate the need for additional time in foundational material and introductory integrated content as the course is further developed.
- ~~Should this course include a lab code? Lab code: states none, but schedule of topics includes 2 labs.~~ Response: None. Refer to General Questions #2 for program; not enough labs.

6. VEM 5XXX – Healthy Populations in Veterinary Medicine

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21825>

Action Items:

- ~~Public syllabus need to include actual office hours (same comment for all VEM courses). Please list Office Hours when known or TBA, but it cannot say “See Canvas”.~~
Faculty will use TBD for now.

Discussion Items:

- ~~Course schedule hours total 74 in syllabus. Syllabus only lists the contact hours for Exam 1, but not for any of the assignments or other exams. Additionally, the form 2185 describes it as roughly 90 total course hours.~~ Response: This course is one of the capstone courses offered just before students enter the clinical environment for the first time. We anticipate adding additional content to support students who immediately enter population medicine environments.
- ~~Please provide information about what the assignments are and a rubric for how they are graded.~~ Response: Students will be required to complete assignments at the end of each section focused on a specific species. Faculty will develop these assignments and coordinating rubrics with our instructional designer. Assignments and rubric are TBD.
- ~~None is selected for lab code—but syllabus has “cattle learning lab” lecture—is this a visit to the cattle learning lab?~~ Response: None. Refer to General Questions #2; not enough labs.
- ~~Accommodations language (for all syllabi)—refers to UF Health, says may not be possible to provide accommodation in clinical/fieldwork settings. Is this acceptable?~~ Updated with DRC approved language
- ~~What type of course materials will be required (e.g. as required reading)?~~ Response: Faculty-created course notes and lecture materials will be provided.
- ~~Syllabus includes longer course description than PCC form (this is the case for most).~~ No Response Required per PCC (Syllabi and System descriptions do not need to match).

7. VEM 5XXXC – Veterinary Anatomy I

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21819>

Action Items:

- None

Discussion Items:

- ~~Course descriptions are different in Form 21819 and syllabus.~~
No Response Required per PCC (Syllabi and System descriptions do not need to match).
- ~~Method of Evaluation: states that all assessments in the course are comprised of m/e questions, but future statements imply that assessments also involve written answers.~~ Response: All assessments are multiple choice. There are 3 types of assessment (Quizzes, Practical Exams, and Written Exams). Written exams are taken in the computer lab and are structured like a traditional exam. The Quizzes and Practical Exams are also multiple-choice questions, but students must be in the lab in front of a specimen to take the quiz/exam. Tasks like “identify the structure indicated by the pin” are utilized most often.

- ~~Should Canvas course page be required? Currently is listed as recommended materials.~~ Response: We will adjust this to include faculty-created course notes and lecture materials.
- ~~Professionalism points are deducted from entire class for violations; is this typical in the college if professionalism points are part of the course grade?~~ Response: The anatomy course is very specific in professionalism standards with regards to safety and hygienic laboratory environments. This is not typical of the college but used to ensure students take the safety of one another seriously. Students are allowed to retrieve their specimens from the coolers after hours for practice. The professionalism points help ensure everyone is doing their part to make the anatomy lab a safe place to work. The faculty have only used this once, it is set up more as a deterrent for inappropriate behaviors.
- ~~This course is 151 hours over a semester but only 4 credits. Healthy Populations is 6 weeks, somewhere between 70 and 90 hours, and 5 credits. How did the college decide on credit hours per course?~~ Anatomy I has 151 contact hours – but only 61 units /18 weeks = 3.39
The course this would replace: Veterinary Small Animal Anatomy VEM5101: is also currently 4 credits.

8. VEM 5XXXC – Veterinary Anatomy II

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21822>

Action Items:

- None

Discussion Items:

- ~~Professionalism in lab – deductions could be for all students. How will that be determined?~~ Response: The anatomy course is very specific in professionalism standards with regards to safety and hygienic laboratory environments. This is not typical of the college but used to ensure students take the safety of one another seriously. Students are allowed to retrieve their specimens from the coolers after hours for practice. The professionalism points help ensure everyone is doing their part to make the anatomy lab a safe place to work. The faculty have only used this once, it is set up more as a deterrent for inappropriate behaviors.
- ~~PCC form says 3 credits, roughly 50 hours but syllabus includes 86 hours.~~ Anatomy II has 86 contact hours – but only 42.3 units /18 weeks = 2.35
The course this would replace: a section of the current Animal Systems III course. We are rounding up this course to provide more time for dissection.
- ~~For the Special Anatomy or Clinical Paper/Presentation – is this graded on a rubric?~~ Response: Will be graded on a rubric. Specific rubric TBD.
- ~~Are the participation assessments graded on a rubric?~~ Response: Currently, this is a checklist item but we are discussing moving to rubric-style grading.
- ~~Is final exam cumulative?~~ Response: Practical exams are not cumulative. Most questions on the written exam will only cover material from the midterm onward, but there will be a few cumulative questions.
For course LO #1- is there a difference in “describing” and “explaining” anatomic structures? Response: Will update to “Describing” only.

9. VEM 5XXX – Veterinary Cardiology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21820>

Action Items:

- None

Discussion Items:

- ~~Course description in AAS references name of “Basic Veterinary Cardiology” course and then goes on to discuss course content to include “specialized”, “detailed structures” and “robust understanding” is the word “Basic” accurate?~~ **Response: We will be removing the word “Basic”**
- ~~In syllabus under Course Policies how will the breakdown of participation in labs be applied to the 25% of course grading? Is there a rubric for participation as it seems that this is intended to be a combination of attendance and participation?~~ **Response: Each lab will have a unique activity/assignment that will be collected and graded as part of the participation grade. For example, for the Point of Care Ultrasound Lab, there will be a quiz that will count as participation.**
- ~~In syllabus under Course Policies it states that “Formative grading in this course will be made by three examinations weighted according to content.”, however, the grading table says the exams are summative.~~ **Response: Exam 2 and 3 are summative; will update.**
- ~~PCC form says roughly 70 contact hours; syllabus shows 81.~~ **Cardiology has 81 contact hours – but only 70 units /18 weeks = 3.9**
- ~~What kind of class material will be provided on Canvas as required reading?~~ **Response: No required readings other than faculty created course notes and lecture materials.**
- ~~Should this course include a lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**

10. VEM 5XXX – Veterinary Dermatology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21829>

Action Items:

- None

Discussion Items:

- ~~Course descriptions are different in AAS form and syllabus.~~ **No Response Required per PCC (Syllabi and System descriptions do not need to match).**
- ~~What are SCAVMA notes that are posted to Canvas (under required readings on syllabus)?~~ **Response: Removing the indicator – these are faculty developed notes for students to use that accompany lectures.**
- ~~Syllabus includes longer course description than PCC form.~~ **No Response Required per PCC (Syllabi and System descriptions do not need to match).**

11. VEM 5XXX – Veterinary Endocrinology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21832>

Action Items:

- None

Discussion Items:

- ~~What required texts/materials are there?~~ **Response: Only lecture and course notes provided on Canvas. Will update.**
- ~~Corequisites—what happens if a student is off cycle? Can the course be taken alone?~~ **Response: Course can only be taken alone if student is repeating the course after initial failure. All courses are taken in sequence.**

12. VEM 5XXX – Veterinary Gastroenterology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21823>

Action Items:

- Please add Office Hours for public facing syllabus.

Discussion Items:

- ~~There are 7 different Labs, however, this course doesn't have a Lab Code designation?~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~How are # of credits determined?~~ **Gastroenterology has 112.5 contact hours – but only 101 units /18 weeks = 5.7**
- ~~Corequisites—what happens if a student is off cycle? Can the course be taken alone?~~ **Response: Course can only be taken alone if student is repeating the course after initial failure. All courses are taken in sequence. Will remove co-requisites.**
- ~~Submission—what is the placement and rationale in the curriculum?~~ **Response: Sequence follows Anatomy I and II, and then Neurology, Ophthalmology, Dermatology, Cardiology, Pulmonology, in a top-down (head to foot) approach, with Reproduction following.**
- ~~Textbook—what does the acronym SAVMA stand for?~~ **Response: These are faculty-created course notes, we will remove the acronym.**
- ~~May want to reconsider using verbs from 2 different Bloom's levels (Evaluating vs Applying)~~ **Response: Will correct.**
- ~~Font on #2 LO looks different.~~ **Response: Will correct.**
- ~~No lab code in form, but 7 labs on course schedule~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~Is it possible to list when the quizzes are in the course schedule?~~ **Response: Will correct.**
- ~~How is participation credit given? Says there is polling; is this only for certain sessions?~~ **Response: Instructors will be allowed to collect participation as they see fit with their own assessments/assignments. Faculty who choose to utilize polling will be able to easily provide credit for those using the response software to answer questions during the course. Each instructor will work with our Instructional Designer to identify how they would like to award participation credits as part of their chosen active learning activities.**
- ~~Should this course include a lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**

13. VEM 5XXX – Veterinary Hematology and Oncology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21817>

Action Items:

- None

Discussion Items:

- ~~Should there be a lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~No required materials or texts?~~ **Response: Only faculty-created course notes and lecture materials. Will update.**
- ~~Longer course description in syllabus compared to AAS form but both are aligned~~ **No Response Required per PCC (Syllabi and System descriptions do not need to match).**
- ~~How are labs evaluated? One of the learning outcomes specifies that students will “perform a CBC” will this be in the lab?~~ **Response: Each lab will have an accompanying assignment that students will turn in at the end of the lab for credit.**
- ~~Lab code: Listed as none; Weekly schedule of topics includes labs~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~Confirm excused late submissions will not be penalized.~~ **Response: Confirmed – excused late submissions are not penalized.**

14. VEM 5XXX – Veterinary Musculoskeletal Systems

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21828>

Action Items:

- None

Discussion Items:

- ~~Interesting that the syllabus statement that students should have a “foundation in normal anatomy” is bolded. This course is in Fall of year 2, so that seems like a given. Is there a concern about students not having this?~~ **Response: No, will correct.**
- ~~This syllabus notes full points and no makeups for missed activities due to excused absences. Will that be the case in other courses?~~ **Response: This is dependent on the course, content and activity in use, oftentimes labs/discussions cannot be repeated.**
- ~~Bolded language and the related description seem to suggest that successful completion of Vet Anatomy I and II should be required prereqs, but only admission to the program is described.~~ **Response: Successful completion of Year 1 is pre-req. Will update.**
- ~~Font in course policy in syllabus looks a little off in second sentence.~~ **Response: Will update.**
- ~~Will students be provided a rubric for their participation grades? Is participation each week or just during discussion?~~ **Response: Attendance will be required at discussions, activities like polling or other active learning strategies would be used and collected as evidence of participation.**
- ~~Two labs but no lab code? Laboratory work is also mentioned in course policies.~~ **Response: None. Refer to General Questions #2; Lab assignments will be collected as evidence of participation in lab.**
- ~~If poll everywhere is being used, should a laptop or other device be a required course material?~~ **Response: Laptops are a program requirement.**
- ~~Should this have a Lab code as there are two Labs? How many labs would require adding L to any course?~~ **Response: None. Refer to General Questions #2; more than**

25% laboratories would require the “C” code; more than 75% would require the “L” code.

15. VEM 5XXX – Veterinary Neurology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21818>

Action Items:

- None

Discussion Items:

- ~~Course descriptions are different in AAS form and syllabus~~ **No Response Required per PCC (Syllabi and System descriptions do not need to match).**
- ~~What are the details of the flipped classroom/presentation assignments? Is there just one assignment or multiple? How are these graded?~~ **Response: Assignments will vary based on the goals of the activity. For example, students may review a particular case and be asked to provide diagnoses and initial treatment plan. Graded by a rubric – Rubric TBD.**
- ~~No textbooks or course materials for this course?~~ **Response: Only faculty-created course notes and lecture materials.**
- ~~What is a lab exercise? Is that different from a lab? Does this course need a lab code?~~ **Response: These labs are hands-on computer-directed activities that will occur in the computer lab. Both lab exercises will involve instructor-led computer interactive applied analysis. Students will have an assignment to turn in during the lab to indicate participation.
Does not need a lab code, as less than 25% of the course is delivered in lab.**
- ~~PCC form says 70 approx. course hours, syllabus says 79.~~ **Response: Neurology has 79 contact hours, but only 63 instructional units/18 weeks = 3.5**

16. VEM 5XXX – Veterinary Ophthalmology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21830>

Action Items:

- None

Discussion Items:

- ~~Evaluation includes lab participation, but no lab code is entered in form 21830.~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~Is this excused absence form mentioned in the syllabus what will also be used for tother VEM courses? Should they all mention it?~~ **Response: This is the standard form. It is mentioned in all syllabi.**
- ~~Why is participation in Lab 3 worth less than Lab 1 and 2?~~ **Response: Labs 1 and 2 contain more critical/valuable information and attendance/participation is more important in these labs.**
- ~~Is it possible to describe what is meant by “Canvas course notes” for required reading? Will the instructor be posting these? Are they made collaboratively with students?~~ **Response: Faculty create individualized course notes for our students to help them study for course exams and the licensure test.**
- ~~How is “active participation” in the labs graded?~~ **Response: Students will complete activity sheets in the labs where they document that they have identified the particular structures we focus on or performed the tests required for the activity.**

17. VEM 5XXX – Veterinary Patient Management

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21833>

Action Items:

- None

Discussion Items:

- ~~Schedule of topics and assignments is not included in the submitted syllabus; only in the AAS form.~~ **Response: Updated.**
- ~~Is Exam 2 cumulative?~~ **Response: No.**
- ~~How is participation scored? Is there a rubric?~~ **Response: Attendance will be gathered using polling systems. Instructors may also include active learning activities and assignments as part of the participation grade.**
- ~~Submitted form includes a schedule of topics with Labs labelled #3 and #4 but no reference to Labs #1 and #2 (3 labs are labeled #3, are these supposed to be labs 1, 2, and 3?)~~ **Response: Updated.**
- ~~Schedule of topics in ASS form includes quizzes which are not included in the grading scale in the syllabus or form.~~ **Response: Updated.**
- ~~How are quizzes calculated into the grade? These are listed in the form under weekly schedule of topics, but not in the syllabus provided.~~ **Response: Updated.**
- ~~What materials are required for this course?~~ **Response: Faculty-created course notes and lecture materials will be posted on the Canvas page.**
- ~~Should this course have a lab code? It includes labs.~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~Noting the attendance policy is different for this course than others. OK with this.~~ **Response: no response required.**

18. VEM 5XXX – Veterinary Pulmonology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21821>

Action Items:

- None

Discussion Items:

- ~~How are # of credits determined?~~ **Pulmonology is made up of 87 contact hours, but only 75 units/18 weeks: 4.1**
- ~~Corequisites — what happens if a student is off cycle? Can the course be taken alone?~~ **Response: Courses are taken in sequence and taken separately in event of failure/repeat. Will remove the co-reqs.**
- ~~Please add S/U grading scheme to request.~~ **Response: Updated.**
- ~~Request has 5 objectives and syllabus has 8, please align.~~ **Response: Updated.**
- ~~May want to reconsider using verbs from 2 different Bloom's levels (identify — Remembering vs explain — Understanding or Applying)~~ **Response: Updated.**

- ~~What kind of course materials will be required/posted on Canvas?~~ **Response: Faculty-created course notes and lecture materials only. Will update.**
- ~~80 hours noted in PCC form, 87 in syllabus.~~ **Response: Course includes 87 contact hours, but only 75 instructional units: 4.2 credits**
- ~~Should course include a lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**

19. VEM 5XXX – Veterinary Reproduction

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21824>

Action Items:

- None

Discussion Items:

- ~~Lab code: states none, but there are 6 labs.~~ **Response: None. Refer to General Questions #2; not enough labs.**
- ~~Need clarification in syllabus re: reduction of points d/t unexcused absences.~~ **Response: Students who miss lecture/lab and do not have an excused absence would receive 0 credit for that day's attendance.**
- ~~No required texts or course materials?~~ **Response: Only faculty-created course notes and lecture materials posted to Canvas. Will update.**

20. VEM 5XXX – Veterinary Surgery and Anesthesiology I

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21826>

Action Items:

- None

Discussion Items:

- ~~Corequisites—what happens if a student is off cycle? Can the course be taken alone?~~ **Response: Courses are taken in sequence and taken separately in event of failure/repeat. Will remove the co-reqs.**
- Please add S/U grading scheme to request.
Response: This is on the form, please let me know if it is missing somewhere.
- May want to reconsider using verbs from 2 different Bloom's levels (identify = Remembering vs explain = Understanding or Applying) **Response: Updated.**
- ~~Does course need lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**

21. VEM 5XXXC – Veterinary Surgery and Anesthesiology II

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21827>

Action Items:

- None

Discussion Items:

- ~~Contact hours in Form 2187 are listed as 35 total, in the syllabus it is 49 total hours and does not include hours for exams.~~ **Surgery and Anesthesiology II is made up of 49 contact hours but only 29 units/18 weeks= 1.6**
- ~~Form 21827 still asks for grading, evals, attendance to be listed separately—syllabus does have link to the policies as we've discussed before.~~ **Response: No response needed.**

- ~~How is Pt Care/Lab Performance (20% of grade) assessed?~~ **Response: There is a rubric for this activity.**
- ~~Syllabus states that if fail initial lab practical you can petition for opportunity to retake, what if fail multiple times?~~ **Response: You must achieve a passing score on the lab practical to move on to the live animal surgery labs. Students who fail the practical will be allowed to retake the exam. The final score recorded for grading purposes will represent the average of the first and last attempts. Only students who fail the exam will be permitted to repeat it.**
- ~~Course description on PCC form does not match description in syllabus.~~ **No Response Required per PCC (Syllabi and System descriptions do not need to match).**
- ~~What type of course materials will be required (e.g. as required reading)?~~

Response: Faculty-created course notes and lecture materials only. Will update.

22. VEM 5XXX – Veterinary Urology and Nephrology

[A]

- <https://secure.aa.ufl.edu/Approval/reports/21831>

Action Items:

- None

Discussion Items:

- ~~What is the format of the formative assessment and participation assessments?~~ **Response: Participation assessments, like poll-everywhere or laboratory activities, and formative assessments, like quizzes, exit/tickets, or one-minute papers, will be at the discretion of the instructor. Both are flexible currently.**
- ~~Course attendance policy seems more lenient than DVM attendance policy.~~ **Response: In general, exams and laboratories require attendance, with lecture attendance strongly recommended. However, there is no program-wide requirement for faculty to require attendance lectures. We recommend attendance at discussions (as discussions are not repeatable).**
- ~~Should this course include a lab code?~~ **Response: None. Refer to General Questions #2; not enough labs.**

Proposed Changes to Courses

Approved	Conditionally Approved	Recycle

College

- None

Proposed New Joint Courses

Approved	Conditionally Approved	Recycle

College

- None

Proposed 5000 Level Courses

Approved	Conditionally Approved	Recycle

College

- None