

# ANS3319C – Reproductive Physiology and Endocrinology in Domestic Animals Lecture Syllabus (Fall 2021)

## Course coordinator:

Dr. Brad Daigneault

Office Hours: M, W, F @ 10:30 –11:30 AM:

Appointments available via [ZOOM](#) upon request

Room 204C “Red” Larson Bldg, Animal Sciences

[b.daigneault@ufl.edu](mailto:b.daigneault@ufl.edu)

Ph: 352-273-2021

**Lectures (Location and Time):** ANS156 M,W,F (Period 3) 9:35 – 10:25

## Laboratory instructor:

Justin Callaham

Office Hours: W, F @ 1:00 PM and by appointment.

Room 210E Animal Science building

[callaham@ufl.edu](mailto:callaham@ufl.edu)

Ph: 352-294-6754 | [ZOOM Call](#) | [Online Chat](#)

**Attendance:** Lecture content will be released prior to the date of given lecture located under the **Modules** tab in Canvas. Please note that this content is not comprehensive and will therefore require attendance for full material. Make-up exams and assignments are not permitted without prior approval or Medical notice.

## Labs:

Monday, 12:50 – 2:45 (Periods 6 & 7), 3:00 – 4:55 (Periods 8 & 9)

Tuesday, 12:50 – 2:45 (Periods 6 & 7), 3:00 – 4:55 (Periods 8 & 9)

Wednesday, 12:50-2:45 (Periods 6 & 7)

Our class sessions may be audio visually recorded for students in the class and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the "chat" feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

## Course Objectives:

- 1) Familiarize students with concepts in reproductive anatomy, physiology, & endocrinology of male and female domesticated animals including the cow, pig, horse, sheep, cat, dog, and human.
- 2) Introduce and discuss the systemic production, regulation and interactions of reproductive hormones including synthesis, and transport with emphasis on regulation of reproductive processes of male and female domesticated animals, livestock and humans.
- 3) Utilize the knowledge learned from Objectives 1 and 2 to introduce and discuss reproductive management practices that optimize reproductive efficiency of domesticated animals and humans.

## **Textbook:**

"*Pathways to Pregnancy and Parturition*" (3rd Edition 2012, P. L. Senger) is required since lecture material will be based directly on book content in addition to use of pictures and diagrams. A laboratory manual will be distributed in class and posted on Canvas. Students are responsible for reading handouts before lab and bringing handouts to lab.

## **Grading & Exams:**

All lecture graded activities will be conducted in ANS 156. Quizzes and assignments will be posted under the Assignment tab, submitted and grades posted on the Canvas website <https://ufl.instructure.com/>.

Your final grade will consist of lecture exams, quizzes, lab exercises, and a comprehensive final exam.

**All exams and quizzes are closed book and do not permit additional resources - including cell phones.**

Actual grades on all exercises will be the sum of the points received for correct responses as a percentage of total points possible. Final course grades will be based on the following percentage grade scale:

	<b>B+</b>	86.7-89.9	<b>C+</b>	76.7-79.9	<b>D+</b>	66.7-69.9	<b>F</b>	< 60
<b>A</b>	≥94	<b>B</b>	83.3-86.6	<b>C</b>	73.3-76.6	<b>D</b>	63.3-66.6	
<b>A-</b>	≥90 to <94	<b>B-</b>	80.0-83.2	<b>C-</b>	70.0-73.2	<b>D-</b>	60.0-63.2	

\*Note that grades will not be rounded unless the instructor notes a universal change in the grading scale. For example, an 83.69 will be recorded as a B.

<b>Final Grade Components</b>	<b>points</b>	<b>% final grade</b>
Three lecture exams (100 pts each)	300	40%
Four quizzes (25 pts each)	100	15%
Lab grade (10 labs @ 50 pts each, two lab exams @ 200 pts each, 100 pts semester attendance participation (see lab syllabus below for more detail)	1,000	25%
Comprehensive final exam (200 pts)	200	20%

Information regarding University Policy on grade point equivalencies and calculation of grade points is located at (<https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>).

## **Lecture Exam Dates:**

**Exam 1:** Sept. 27<sup>th</sup> (Mon); **Exam 2:** Oct 25<sup>th</sup> (Mon); **Exam 3:** Nov 22<sup>nd</sup> (Mon).

*Lecture exam dates are tentative and can change at the discretion of the instructor.*

**Final Exam:** December 16<sup>th</sup> (Thursday @ 3:00-5:00 PM).

Exam and quiz questions will be true/false, multiple choice, matching, short answer, and essay. For short answer and essay questions, a legible, organized, concise and grammatically correct answer will be expected to receive full credit. Outlining answers into pertinent points is acceptable and the suggested method of answering questions provided that the interrelationships between points are indicated. Lecture exams/quizzes will cover all material presented in the textbook, lecture, and lab take-home messages, and worksheets.

Quizzes will be administered online using a browser lock in Canvas. Student's will be provided ~5-7 days notice prior to the date of the quiz.

## **Important Dates**

### No class

September 6<sup>th</sup> (Labor Day)

October 8-9<sup>th</sup> (Homecoming)

November 11<sup>th</sup> (Veterans Day)

November 24 - 27<sup>th</sup> (Thanksgiving)

### Other significant dates:

Consult for a complete current info: <https://catalog.ufl.edu/UGRD/dates-deadlines/2020-2021/#fall20text>

- August 23<sup>rd</sup> : Class begins
- August 23<sup>rd</sup>-27<sup>th</sup>: Drop/Add
- November 22<sup>rd</sup> : Drop deadline
- November 23<sup>rd</sup>: Withdrawal deadline
- December 3<sup>rd</sup>: Last day to request lab grade changes.
- December 8<sup>th</sup>: Lab grades are finalized.
- December 8<sup>th</sup> Classes End
- December 9<sup>th</sup> -10<sup>th</sup>: Reading days
- December 16<sup>th</sup> December 16<sup>th</sup> (Thursday @ 3:00-5:00 PM).

## **Class Demeanor**

Students and attendees in the classroom are expected to act in a professional, polite, and respectful manner. Any person engaging in disruptive behavior will be asked to leave the room. Cell phones should remain in silent mode throughout the class. The use of cell phones is disruptive to others sitting within viewing vicinity, considered disruptive and therefore is not permitted. Personal devices may be used to engage in lecture, but viewing of any other content is considered disruptive to the learning environment. If content that does not strictly pertain to lecture material is displayed on a device, the person in possession of the device will be asked to remove the content or turn off the device.

## Lecture Schedule

The schedule below is tentative regarding the dates and topics. The schedule may change at the instructor's discretion and class pace.

Week	Date	Assignment	Topic	Sanger Text
1	08/23 – 08/27		Introduction / Female Anatomy	Ch 1, 2 (10-43)
2	08/30 – 09/3		Female Anatomy / Male Anatomy	Ch 2, 3 (44-79)
3	09/08 – 09/10	<i>Mon- No class</i>	Male Anatomy / Reproductive Endocrine System	Ch 2, 5 (100-125)
4	09/13 – 09/17		Reproductive Endocrine System	Ch 5, 6 (126-139)
5	09/20 – 09/24		Puberty	Ch 6,11(228-253)
	<b>09/27</b>	<b>Exam 1 (Mon)</b>		Ch 1-6 & 11
6	09/27 – 10/01		Reproductive Cyclicality, Follicular Phase	Ch 7,8 (140-179)
7	10/4 – 10/6	<i>Fri- No class</i>	Follicular & Luteal Phase	Ch 8, 9 (160-201)
8	10/11 – 10/15		Luteal Phase, Spermatogenesis	Ch 9,10(202-227)
9	10/18 – 10/22		Spermatogenesis	Ch 10 (202-227)
	<b>10/25</b>	<b>Exam 2 (Mon)</b>		
10	10/25 – 10/29		Reproductive Behavior, Sperm Transport	Ch 11,12(228-271)
11	11/01 – 11/05		Early Pregnancy Maternal Recognition of Pregnancy	Ch 13 (272-291)
12	11/08 – 11/12		Placentation, Gest, Part	Ch 14 (292-313)
13	11/15 – 11/19		Placentation, Gest, Part / Fetal Growth	Ch 14
14	<b>11/22 –</b>	<b>Exam 3 (Mon)</b>	<i>Thanksgiving</i>	
15	11/29 – 12/03		Parturition and Postpartum Period, Embryogenesis	Ch 15 (313-333) Ch 4 (80-99)
16	12/6 – 12/8	<i>Fri -Reading day (10<sup>th</sup>)</i>	Lactation & The Human Factor	Ch 15-16(314-351)
	<b>12/16</b>	<b>Final Exam</b>	Thursday: 3:00 – 5:00 PM	

# GENERAL LABORATORY INFORMATION

## **Laboratory instructor:**

Justin Callaham

Office Hours: Before and after class, By appointment.

Room 210E Animal Sciences (BLDG 459)

[callaham@ufl.edu](mailto:callaham@ufl.edu)

Ph: 352-294-6754



**Join my Microsoft Teams Digital Office. Here you will be able to chat with me, schedule appointments, view office hours.**

**I am committed to your success. If I am in my office and my door is open, I am happy to visit with students at any time. Unfortunately, I am teaching most of the day M-F this spring. I keep my calendar up to date which is reflected in the Youcanbook.me scheduling tab in MS Teams. This should give you the ability to make necessary appointments. Contact me by email if you cannot make something work.**

## **Lab Section and Group Meeting Times:**

Monday: 12:50 - 2:45 PM (Periods 6 & 7)

Monday: 3:00 - 4:55 PM (Periods 8 & 9)

Tuesday: 12:50 - 2:45 PM (Periods 6 & 7)

Tuesday: 3:00 - 4:55 PM (Periods 8 & 9)

Wednesday: 12:50 – 2:45 PM (Periods 6 & 7)

## **Laboratory Objectives**

- The primary objectives of lab are to provide hands-on activities with live animals, dissection of tissues harvested from deceased animals, and operating laboratory and technical equipment frequently used in reproductive biology.
- To provide experiential learning that includes manipulation, dissection, animal handling and laboratory techniques concerning the anatomy and physiology of reproductive physiology in large animals.
- To develop skills and understanding of the basic principles of collection, evaluation, extension, and freezing of semen from farm animals.
- To introduce the concept of early embryonic development and provide hands-on experience dissecting pregnant reproductive tracts from the bovine and porcine.
- To develop skills and understanding of estrous synchronization, artificial insemination, embryo collection, embryo freezing, reproductive ultrasonography, and pregnancy diagnosis in the bovine, porcine, and equine species.

## **Weekly Laboratory Activities**

- **Digital Lab Manual** – the lab will utilize a digital lab manual that provides general reading with embedded videos and interactions. These activities will be accessed through CANVAS.
- **Face-2-Face (F2F) laboratory activities** – **students must attend their specific enrolled section** to participate in face to face activities. Review the laboratory schedule for dates, locations, and topics for these F-2-F sessions. **Attendance is required to receive credit for weekly graded exercises.**
- **Take Home Messages** – each lab topic has an associated homework assignment designed to ensure students retention of important information that should be taken away from each week's lab. These assignments will assist students in preparing for the 2 lab practical examinations.

- **Interactive Lab Activities** – the lab will utilize interactive CANVAS and Labster modules throughout the lab semester as Pre- and Post- Lab exercises.
- Lab activities will include dissection of reproductive tissues including brain, male, female animal tracts obtained from the abattoir. You will be required to dissect and study these tissues in lab. The utilization of live animals and dissection of tissues are central to effective learning and enhancement of your lab experience. **For whatever reason(s) you feel unable to work with live animals and animal tissue used for dissection, and (or) participate in any lab activities, contact Mr. Callaham at the start of the semester to discuss these issues.**

## Assignment Deadlines and Submittals

- All handwritten worksheets and homework must be completed and uploaded to the appropriate assignment in Canvas.
- PlayPosit activities are automatically graded and added to Canvas for students no upload required.
- All readings, worksheets, and Take Home Messages will be available the Thursday prior to each scheduled lab.
- **Review Lab Schedule for assignment availability and specific course section deadlines.**
- **LATE Assignments will be accepted for 24 hours after the due date with a 30% deduction per day.**
- Students will need to download a digital document scanner such as Adobe Scan, etc. or have an alternate means of scanning handwritten assignments into \*.pdf files for upload to Canvas.
- It is the student’s responsibility to ensure the proper file is uploaded and accessible to instructors for grading.

Dropbox, OneDrive, and Google Drive have built in document scanners that save documents to those cloud storage systems without need of an additional app on a phone or tablet. Students have free access to all 3 of these cloud storage options.

## Grading:

- Lab is worth **25%** of your **final** course grade.
- Each lab is worth a total of 50 points each with 2 practical exams worth 200 points each. *The table below details assignments and point value specifics.*
- Your lowest lab grade during the semester (**excluding the lab practicum and final lab exam**) will be dropped from your lab grade.
- Attendance is vital to students’ success and understanding of lab materials in preparation for the 2 lab practical exams. **If you have 3 or more unexcused lab absences (after the drop) you will receive an “E” for the course.**

### Grading Points and Percentages

	<u># of Assignments</u>	<u>Points</u>	<u>Total Sem. Points</u>
1. Interactive Assignments/Readings	10	10	100 pts
2. In Lab Worksheets	10	20	200 pts
3. Take Home Messages	10	20	200 pts
4. Practical Exams	2	200	400 pts
5. Lab Attendance	—	100	100 pts
<b>Total Points Available</b>			<b>1,000 pts</b>

## **Attendance and Make Up Policies:**

- There will be no make-up labs during the semester. Any lab missed for reasons other than those listed below will not be excused and a grade of “0” will be recorded. All requests to be excused from a lab must be submitted to Mr. Callaham either in writing or requested by email. This policy will be strictly enforced.
- Excused absences include: 1) Absence for a university-approved field trip or activity (must be cleared one week in advance). 2) Absence for a death (verification by obituary if requested) or serious illness in family. 3) Absence resulting from personal illness (verification consisting of a letter of explanation from hospital or doctor on official letterhead). Please review the excuse note policy of the Student Health Care Center (<http://shcc.ufl.edu/forms-records/excuse-notes/>).
- If you need to attend a lab other than your scheduled lab, please contact Mr. Callaham either in person, or by email to request a change of lab giving a reasonable reason for the change. Failure to do so will result in a “0” grade for that lab.
- A student missing an exam will be allowed to make up the exam provided that a documented, valid reason for missing it exists (Please see valid excuses in lab section). Whenever possible, these problems should be discussed with the instructor in advance, preferably by email, excuse note, or handwritten note. A missed exam with no valid excuse will be considered as a “0”.
- Request to regrade an exam or take-home message must be made within one week of the return date. Grade challenges must be submitted in writing and attached to the assignment/exam in question.

## **Academic Accommodations**

Students that have sought academic accommodations will need to submit those accommodations using the MS Teams Digital office for this class. *Click* on the MS Teams tab for **‘Academic Accommodations Submissions’** **tab**, complete the online form and upload/attach the UF Letter of Accommodation.

## **Working with Livestock**

Working with livestock will require students to adhere to handling practices provided by the instructor either in written or verbal format. Animals are capable of injuring people, especially when they are in the flight or fight mode inspired by a stressful situation. The instructors will work to provide students with the ability to manage livestock with minimal stress, thus lowering the risk of injury to people and animals.

## **Biosafety and Biosecurity**

- The biosafety and biosecurity of animals and students is a top priority for laboratory activities. Disease transmission can have severe negative consequences on animal and human health that can also be fiscally taxing. To prevent disease transmission, you may not participate in a lab conducted at one of the UF animal facilities if you have been on a different commercial farm with the previous 48 hrs. Please contact Dr. Daigneault or Mr. Callaham if you have specific concerns. Some laboratory activities may require you to bring clean rubber boots that must be washed and disinfected prior to laboratory activities. You must also complete the biosecurity exercise prior to participation in labs conducted at animal units. The use of cell phones or cameras at animal facilities is not permitted without receiving written permission. Instructors and TA’s may dismiss students from a lab for violation of biosecurity procedures.

## **Locations:**

Laboratories may be held at several locations including room 155 Animal Sciences, Dairy Unit, Beef Teaching Unit, Swine Teaching Unit, Horse Teaching Unit, and ICBR. Please refer to the lab schedule to determine where lab will be each week. Refer to this link for unit locations <https://animal.ifas.ufl.edu/facilities/>.

**Transportation is NOT provided.**

## **COVID-19 Experiential Lab Statement**

We will have face-to-face instruction to accomplish the student learning objectives of this course. In response to COVID-19, the following policies and requirements are in place to maintain your learning environment and to enhance the safety of our in-classroom interactions.

- We will follow all UF guidance concerning COVID protocols when appropriate. If you are experiencing COVID-19 symptoms ([Click here for guidance from the CDC on symptoms of coronavirus](#)), please use the UF Health screening system and follow the instructions on whether you are able to attend class. [Click here for UF Health guidance on what to do if you have been exposed to or are experiencing Covid-19 symptoms.](#)
- **DO NOT** attempt to come to an in-person lab or lecture if you are sick.
- See a health care provider and notify Justin Callaham immediately.
- ALL DATES & DEADLINES remain the same unless students have sought alternate accommodation approved by Justin Callaham. All assignments have been designed to provide ample completion time during the weeks lab.
- **Vaccination is highly encouraged. COVID-19 will no longer be an excuse for missed due dates.**



## Laboratory Schedule

Lab	Week	Location	Topic	Dates & Deadlines
1	8/23 – 8/25	ANS 155	Introduction Repro Lab	Available: Aug 19, 11:59 PM <b>Due Date (Sections):</b> Aug 24, 11:59 PM (RM67, RM89) Aug 25, 11:59 PM (RT67, RT89) Aug 26, 11:59 PM (RW67)
2	8/30 – 9/1	ANS 155	Female Macro & Microscopic Reproductive Anatomy	Available: Aug 26, 11:59 PM <b>Due Date (Sections):</b> Aug 31, 11:59 PM (RM67, RM89) Sep 1, 11:59 PM (RT67, RT89) Sep 2, 11:59 PM (RW67)
2	9/6 – 9/8	<b>No Class</b>	Labor Day - HOLIDAY	
3	9/13 – 9/15	ANS 155	Male Macro & Microscopic Reproductive Anatomy	Available: Sept 9, 11:59 PM <b>Due Date:</b> Sep 14, 11:59 PM (RM67, RM89) Sep 15, 11:59 PM (RT67, RT89) Sep 16, 11:59 PM (RW67)
4	9/20 – 9/22	ANS 155	Brain, Hypothalamic, and Pituitary Anatomy	Available: Sept 16, 11:59 PM <b>Due Date:</b> Sep 21, 11:59 PM (RM67, RM89) Sep 22, 11:59 PM (RT67, RT89) Sep 23, 11:59 PM (RW67)
5	9/27 – 9/29	ANS 155	Review session (*attendance counts)	
6	10/4 – 10/6	ANS 155	<b>Lab Practicum Exam</b> (Material from first 3 LABS)	
7	10/11 – 10/13	SWINE UNIT	Semen Collection & Artificial Insemination: Porcine	Available: Oct 7, 11:59 PM <b>Due Date:</b> Oct 12, 11:59 PM (RM67, RM89) Oct 13, 11:59 PM (RT67, RT89) Oct 14, 11:59 PM (RW67)
8	10/18 – 10/20	HORSE UNIT	Semen Collection & Artificial Insemination: Equine	Available: Oct 14, 11:59 PM <b>Due Date:</b> Oct 19, 11:59 PM (RM67, RM89) Oct 20, 11:59 PM (RT67, RT89) Oct 21, 11:59 PM (RW67)
9	10/25 – 10/27	ANS 155	Principles of Semen Processing and Gradient Separation	Available: Oct 21, 11:59 PM <b>Due Date:</b> Oct 26, 11:59 PM (RM67, RM89) Oct 27, 11:59 PM (RT67, RT89) Oct 28, 11:59 PM (RW67)
10	11/1 – 11/3	ICBR	Principles of Cell Sorting and Sexing Semen - Seminar	Available: Oct 28, 11:59 PM <b>Due Date:</b> Nov 2, 11:59 PM (RM67, RM89) Nov 3, 11:59 PM (RT67, RT89) Nov 4, 11:59 PM (RW67)

<b>Lab</b>	<b>Week</b>	<b>Location</b>	<b>Topic</b>	<b>Dates &amp; Deadlines</b>
11	11/8 – 11/10	ANS 155	Embryology and Embryo Transfer	Available: Nov 4, 11:59 PM <b>Due Date:</b> Nov 9, 11:59 PM (RM67, RM89) Nov 10, 11:59 PM (RT67, RT89) Nov 11, 11:59 PM (RW67)
12	11/15 – 11/17	TBD	Early Embryonic and Fetal Development and Pregnancy Diagnosis by Ultrasound	Available: Nov 11, 11:59 PM <b>Due Date:</b> Nov 17, 11:59 PM (7020, 9347) Nov 18, 11:59 PM (9350, 9358)
13	11/22 – 11/24	<b>No Class</b>	<b>HOLIDAY – STUDY WEEK</b>	
14	11/29 – 12/1	TBD	<b>COMPREHENSIVE LAB EXAM</b> (Material from all 12 weeks)	
15	12/6 – 12/8	TBD	<b>Flex Week (if needed)</b>	

### **Important Laboratory Dates:**

<b><u>Date</u></b>	<b><u>Event</u></b>
<b>August 23</b>	<b>Classes Begin - Lab starts this week.</b>
<b>August 27</b>	<b>Last day of Drop/Add</b>
<b>September 6</b>	<b>Holiday - No Class</b>
<b>October 4 - 6</b>	<b>1st Lab Exam</b>
<b>October 8</b>	<b>Holiday - No Class</b>
<b>November 11</b>	<b>Holiday - No Class</b>
<b>November 22</b>	<b>Last to Drop a course</b>
<b>November 29 - December 1</b>	<b>2nd Lab Exam</b>
<b>December 3</b>	<b>Last Day to Request Lab Grade Changes</b>
<b>December 8</b>	<b>Lab Grades Finalized in Canvas</b>

## **ADDITIONAL COURSE INFORMATION**

### **Academic Honesty:**

As a student at the University of Florida, you have committed yourself to uphold the Honor Code. UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#). Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Students will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php>

### **Disability Issues:**

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

### **Software Use and Privacy Policies:**

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

### **Software Privacy Policies:**

1. Canvas (Instructure) - <https://sonicfoundry.com/privacy-policy/>
2. PlayPosit - <https://api.playposit.com/privacy/>
3. Mediasite - <https://sonicfoundry.com/privacy-policy/>
4. Zoom - <https://zoom.us/privacy>
5. Honorlock - <https://honorlock.com/student-privacy-statement/>
6. You Tube - <https://policies.google.com/privacy>

## **Campus Assistance Resources:**

Students experiencing crises or personal difficulties that interfere with general well-being are encouraged to utilize the university's resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students experiencing difficulties or lacking clear career or academic goals, which interfere with their academic performance:

### **Health and Wellness Resources**

*U Matter, We Care:* If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

*Counseling and Wellness Center:* [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

*Student Health Care Center:* Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

*University Police Department:* [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

*UF Health Shands Emergency Room / Trauma Center:* For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road,

Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

### **Academic Resources**

*E-learning technical support:* Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

*Career Connections Center:* Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

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

*Teaching Center:* Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

*Writing Studio:* 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

*Student Complaints On-Campus:* [Visit the Student Honor Code and Student Conduct Code webpage for more information](#).

*On-Line Students Complaints:* [View the Distance Learning Student Complaint Process](#).

If you are having problems comprehending lecture and (or) lab material or have other academic, university, or personal issues that are affecting your academic performance, please feel free to visit with the instructors to address the problem(s). Please do not wait until the end of the semester to address any difficulties you may be having.

### **Online Course Evaluation Process:**

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

### **Absences:**

Requirements for class attendance and make-up exams, assignments, and other work in this course are outlined herein and consistent with university policies. [Click here to read the university attendance policies](#).

**Make-up work:**

A student missing an exam will be allowed to make up the exam provided that a documented, valid reason for missing it exists (Please see valid excuses in lab section). Whenever possible, these problems should be discussed with the instructor in advance, preferably by email, excuse note, or handwritten note. A missed exam with no valid excuse will be considered as a “0”.

**Materials and Supplies Fee:**

Instructors may require that students supply their own personal protection equipment (PPE) as well as rubber boots and coveralls for lab-related activities.

**Course Expectations:**

Lecture and lab attendance are highly correlated with your final grade, so it is expected that you attend both on a regular basis. Class and lab are “No Cell Phone Areas”. Class and lab decorum require that you act socially, professional, treat fellow students with respect, and appreciate their viewpoints and beliefs.

## **ADDITIONAL COURSE INFORMATION**

**In-Class Recording**

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student

**Academic Honesty:**

As a student at the University of Florida, you have committed yourself to uphold the Honor Code. UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code specifies a number of behaviors that are in violation of this code and the possible sanctions. [Click here to read the Honor Code](#). Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Students will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to

appropriate personnel. It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For more information regarding the Student Honor Code, please see: <http://www.dso.ufl.edu/SCCR/honorcodes/honorcode.php>

### **Disability Issues:**

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

### **Software Use:**

All faculty, staff and students of the university are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against university policies and rules, disciplinary action will be taken as appropriate.

### **Campus Assistance Resources:**

Students experiencing crises or personal difficulties that interfere with general well-being are encouraged to utilize the university's resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students experiencing difficulties or lacking clear career or academic goals, which interfere with their academic performance:

#### Health and Wellness Resources

*U Matter, We Care:* If you or someone you know is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu), 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.

*Counseling and Wellness Center:* [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.

*Student Health Care Center:* Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).

*University Police Department:* [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).

*UF Health Shands Emergency Room / Trauma Center:* For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).

*GatorWell Health Promotion Services:* For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the GatorWell website or call 352-273-4450.

#### Academic Resources

*E-learning technical support:* Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at [helpdesk@ufl.edu](mailto:helpdesk@ufl.edu).

*Career Connections Center:* Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

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

*Teaching Center:* Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

*Writing Studio:* 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

*Student Complaints On-Campus:* [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)

*On-Line Students Complaints:* [View the Distance Learning Student Complaint Process.](#)

If you are having problems comprehending lecture and (or) lab material or have other academic, university, or personal issues that are affecting your academic performance, please feel free to visit with the instructors to address the problem(s). Please do not wait until the end of the semester to address any difficulties you may be having.

### **Online Course Evaluation Process:**

Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at <https://evaluations.ufl.edu>. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at <https://evaluations.ufl.edu/results>.

### **Absences:**

Requirements for class attendance and make-up exams, assignments, and other work in this course are outlined herein and consistent with university policies. [Click here to read the university attendance policies.](#)

### **Make-up work:**

A student missing an exam will be allowed to make up the exam provided that a documented, valid reason for missing it exists (Please see valid excuses in lab section). Whenever possible, these problems should be discussed with the instructor in advance, preferably by email, excuse note, or handwritten note. A missed exam with no valid excuse will be considered as a “0”.

### **Materials and Supplies Fee:**

Instructors may require that students supply their own personal protection equipment (PPE) as well as rubber boots and coveralls for lab-related activities.

### **Course Expectations:**

Lecture and lab attendance are highly correlated with your final grade, so it is expected that you attend both on a regular basis. Class and lab are “No Cell Phone Areas”. Class and lab decorum require that you act socially, professional, treat fellow students with respect, and appreciate their viewpoints and beliefs.