New Course Request

Check Appropriate Boxes: Undergraduate credit [✓] Graduate credit [ ] Professional credit [ ]

1. School/Division: Radiologic Sciences/School of Medicine
2. Academic Subject Code: RADI
3. Course Number: R423 (must be cleared with University Enrollment Services)
4. Instructor: Judith Kosegi
5. Course Title: Nuclear Medicine In-Service I
   Recommended Abbreviation (Optional): NM In-Service I
   (Limited to 32 Characters including spaces)
6. First time this course is to be offered (Semester/Year): Spring 2011
7. Credit Hours: Fixed at 1 or Variable from ________ to ________
8. Is this course to be graded S-F (only)? Yes [ ] No [✓]
9. Is variable title approval being requested? Yes [ ] No [✓]
10. Course description (not to exceed 50 words) for Bulletin publication: Attend and participate in presentations of selected topics in nuclear medicine and related areas.

11. Lecture Contact Hours: Fixed at 1 or Variable from ________ to ________
12. Non-Lecture Contact Hours: Fixed at ________ or Variable from ________ to ________
13. Estimated enrollment: ________ of which ________ percent are expected to be graduate students.
14. Frequency of scheduling: Once per year [ ] Will this course be required for majors? yes [ ]
15. Justification for new course: Current course was under the R407 seminar course title. New course number/description to alleviate confusion.
16. Are the necessary reading materials currently available in the appropriate library? yes [ ]
17. Please append a complete outline of the proposed course, and indicate instructor (if known), textbooks, and other materials.
18. If this course overlaps with existing courses, please explain with which courses it overlaps and whether this overlap is necessary, desirable, or unimportant.
19. A copy of every new course proposal must be submitted to departments, schools, or divisions in which there may be overlap of the new course with existing courses or areas of strong concern, with instructions that they send comments directly to the originating Curriculum Committee. Please append a list of departments, schools, or divisions thus consulted.

Submitted by:

[Signature]
Department Chairman/Division Director
Date 1/19/10

Approved by:

[Signature]
Dean
Date 2/17/10

Dean of Graduate School (when required)

Chancellor/Vice-President
Date

University Enrollment Services
Date

After School/Division approval, forward the last copy (without attachments) to University Enrollment Services for initial processing, and the remaining four copies and attachments to the Campus Chancellor or Vice-President.

UPS 724
University Enrollment Services Final—White; Chancellor/Vice-President—Blue; School/Division—Yellow; Department/Division—Pink; University Enrollment Services Advance—White
OVERVIEW:
This course covers aspects of clinical Nuclear Medicine related to procedure reviews, case
presentations, article reviews and special guest lectures. This is a 1-credit course paid in the Spring
Semester of the junior year. The course runs one hour, every week, from October to May (with
holiday breaks). A grade of S or F will be given at the end of the spring semester.

COURSE DESCRIPTION: Attend and participate in presentations of selected topics in nuclear
medicine and related areas.

GENERAL COURSE OBJECTIVES:
1. Participate in class discussions of journal articles, patient cases, and guest lecture topics.
2. Observe how the senior students present journal articles and patient cases.

IN-SERVICE SESSIONS:
1. Senior students will present cases and articles, and guest speakers will present special topics.

GRADES: Satisfactory/Fail
1. A grade of satisfactory is based on attendance and participation of at all Nuclear Medicine In-
   Service Procedure Review Sessions. If deemed appropriate, the instructor may assign
   additional make-up work to avoid a grade of “F”: The following criteria must be met to receive
   a grade of satisfactory: The student must:

   A) **NOT be absent** to more than 2 sessions during the entire course without a reasonable
      excuse, such as required court attendance or an illness (documentation of such is
      required). Regardless of the reason, **missing more than 6 classes** will be an automatic
      “F”, unless there are grounds for an Incomplete.

   ➢ If you are going to miss a class you MUST call to inform the instructor of your
     absence, **before** class begins. Not doing so will result in an un-excused absence.
     A warning will be given and a second un-excused absence will require the
     written review of a research article (approved by the instructor). The paper must
     follow the rules for an extra credit review paper as covered in the Practicum
     Syllabus. Not doing the review, satisfactorily, will result in a grade of “F” for
     the course.

   ➢ If you are going to miss a class and call to inform the instructor you must
     provide documentation, by the next class time, of illness or other documented
     reason why you had to be absent. Not doing so or not having an adequate reason
     will result in an un-excused absence.
B) **NOT late or having to leave early**, by over 5 minutes, to more than 4 **sessions** during the whole course without a reasonable excuse, such as being held up in clinic by a clinical instructor.

C) **Ask** at least 14 **documented (as specified in # 2) questions** during the entire course (October to May). If a student has not been able to ask his last two questions because they were absent on the last day of class, due to an excused absence, then that student will still receive a grade of satisfactory. A student may be given the option of doing article reviews (as described under point 1) to make up for questions that were not asked (1 article review for each question not asked).

D) **Participate** in discussions and respond to questions when asked.

2. It is required that the student ask intelligent questions or contribute information at the in-services. **Each question or contribution, along with the response, must be written on a 3x5” card and turned into Judy Kosegi by the next day.** Cards may be dropped off by the next day at Judy’s mailbox or office in the Clinical Building, if she is not available. The same general question may NOT be used more than once for other speakers. No more than two questions can be used per meeting. **You can not use the same question as someone else, if they asked it first. The cards must be filled out according to the following example or they will be returned and NOT accepted for credit.**

| 1) Put IN-SERVICE at top of card |
| 2) Question Number :( in upper right hand corner) |
| 3) Student Name: |
| 4) Date of Question: |
| 5) Question Asked: |
| 6) Response Given: |

*Remember to bring blank “3x5” cards with you to each in-service meeting.*