

**OST 574 – Female Reproductive System**

Summer Semester 4 - 2020

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**Notice to Students:** Although course syllabi at MSUCOM have a consistent format, important details differ by course. For this reason, you must read the syllabus thoroughly at the onset of each course to know what the course will provide and what is expected of you.

## Section 1 – Course Information

### Course Description

OST 574 Female Reproduction System is a 3-credit hour course that provides students with the basic science foundation in reproductive physiology, microbiology, teratology, and anatomy, and pathology of the female reproductive system.

### Course Goals

1. To provide an introduction to obstetrics as it pertains to the primary care physician including:
  - a. Physiology & endocrinology of pregnancy
  - b. Preconceptual & prenatal care; prenatal genetic screening and diagnosis
  - c. Normal pregnancy, labor, delivery, and puerperium
  - d. Antenatal fetal surveillance
  - e. Common medical and obstetrical complications of pregnancy, labor, and delivery and the puerperium that the primary care physician is likely to encounter
2. To provide an introduction to gynecologic women's health care as it pertains to the primary care physician including:
  - a. Preventative health for women
  - b. Contraception and the prevention of sexually transmitted disease
  - c. The menstrual cycle and reproductive endocrinology
  - d. Disease of the female breast
  - e. Common gynecologic problems
  - f. Gynecologic neoplasia
  - g. Female Sexuality

The core material of provided in lectures will complement the textbook chapters and Medical Student Educational objectives published by the Association of Professors of Gynecology and Obstetrics (APGO).

Please note that individual lecture objectives are listed at the beginning of each chapter in the **required text** (Obstetrics and Gynecology, Beckmann et al., 8<sup>th</sup> ed., Lippincott, 2019). The lectures will complement the text material and, as such, the objectives remain the same. Learning objectives for each presentation are **also posted in D2L**.

### College Program Objectives

In addition to the course-specific goals and learning objectives, this preclerkship course also facilitates student progress in attaining the College Program Level Educational Objectives, which are published in the MSUCOM Student Handbook.

### Course Coordinator

(Note - Preferred method of contact is shown in italics)

Name: David J. Boes, D.O., FACOOG (Dist.)

Phone: 517-353-4734

Email: [boes@msu.edu](mailto:boes@msu.edu) (preferred method)

## Course Faculty

Name	Email	Phone	Site
Nikolai Butki, DO	<a href="mailto:butkinik@msu.edu">butkinik@msu.edu</a>	313-578-9629	DMC
Elizabeth Ferik, DO	<a href="mailto:ferikeli@msu.edu">ferikeli@msu.edu</a>	517-626-3100	EL
Craig Glines, DO	<a href="mailto:craig.glines@beaumont.org">craig.glines@beaumont.org</a>	734-671-3297	DMC
Craig Gudakunst, DO	<a href="mailto:gudakun1@msu.edu">gudakun1@msu.edu</a>	517-353-8470	EL
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## Curriculum Assistants

Site	Name	Email	Phone
East Lansing	Gini Larson	<a href="mailto:larsonv2@msu.edu">larsonv2@msu.edu</a>	517-373-4734
DMC	Alysia Gordan	<a href="mailto:john1329@msu.edu">john1329@msu.edu</a>	313-578-9629
MUC	Beata Rodriquez	<a href="mailto:rodri583@msu.edu">rodri583@msu.edu</a>	586-263-6799

## Lines of Communication

- For administrative aspects of the Course: contact the course coordinator.
- For content questions relating to a specific lecture or topic: contact the faculty presenter for that specific portion of the course or your SE MI on-site instructor.
- For absences/missed exams (see excused absence information below)
- Please set your notifications in D2L to immediate to receive posted News announcements. You may choose to receive notifications by email or SMS.

## Office Hours

Questions concerning may be discussed individually by making an appointment with the Course Coordinator, Dr. David Boes. Please contact Dr. Boes to schedule an appointment, or with any questions or concerns.

## Course Web Site

The URL for the Course website is: <https://d2l.msu.edu>

## Textbooks and Reference Materials

### Required

- Obstetrics and Gynecology, 8<sup>th</sup> ed., 2019. C.R. Beckmann, Lippincott, Williams & Wilkins ISBN: 978-1496353092 (Beckmann's 7<sup>th</sup> edition is acceptable)  
<https://clerkship-lwwhealthlibrary-com.proxy1.cl.msu.edu/book.aspx?bookid=2438>
- Robbins Pathologic Basis of Disease, 9<sup>th</sup> ed., 2015. Elsevier Science/WB Saunders Co. ISBN: 978-1455726134 (8<sup>th</sup> edition is acceptable ISBN 978-141603121-5)  
<https://www-clinicalkey-com.proxy1.cl.msu.edu/#!/browse/book/3-s2.0-C20110055734>  
Recommended for reference purposes
- Langman's Medical Embryology, 14<sup>th</sup> ed., 2019. Lippincott, Williams, & Wilkins  
ISBN # 978-1496383907  
<https://meded-lwwhealthlibrary-com.proxy1.cl.msu.edu/book.aspx?bookid=2487>

### Course-based Academic Support

The course faculty are here to facilitate your learning. The large number of students in this course (about 300) necessitates a degree of formality. Also, since your schedules are very full, we must adhere rigidly to the lecture, small group and lab times assigned to this course. However, within these constraints, the needs of individual students will be accommodated whenever possible. Please feel free to contact the Course Coordinator with any personal issues you may have involving this course.

Additional academic support resources can be accessed here: [MSUCOM Office of Academic Success and Career Planning](#).

### Courses Begin and End Dates

OST 574 begins on 5/11/2020 and ends on 6/22/2020. See addendum for detailed daily course schedule.

### Exams/Assessments

The successful achievement of learning objectives will require knowledge and skills acquired in other portions of the overall MSUCOM educational program. Students will be expected to apply concepts and vocabulary learned in other courses to problem-solving for exams/assessments in this course.

To maintain security of assessments, you may NOT post questions on the discussion board regarding exam questions or quiz questions. Kindly email your questions to the course coordinator.

Assessments	Projected Points	Material to be Covered
<b>Exam 1</b> 6/1/2020	<b>66</b>	Lectures 1-22 and Group Discussion/Clinical Scenarios (GYN)
<b>Exam 2</b> 6/21/2020	<b>63</b>	Lectures 23-43, Group Discussion/Clinical Scenarios (HIV/STD/PID and Vulvovaginitis)
<b>Group Discussion (GYN)</b> 5/27/2020	<b>2 bonus point percentage</b>	Lecture 1-21
<b>Group Discussion (HIV/STD/PID and Vulvovaginitis)</b> 6/5/2020	<b>1 bonus point percentage</b>	Lectures 22-24
<b>Group Discussion (OB)</b> 6/19/2020	<b>2 bonus point percentage</b>	Lectures 25-43

## Course Grades

The course faculty determine the threshold for satisfactory performance in each preclerkship course.

Your course grade will be determined by the following formula:

$((\text{exam 1} + \text{exam 2})/129 \times 100\%) + \text{up to 5 bonus percentage points added to final grade:}$

$= \text{Final Percent Score}$

**[example:** Exam 1 = 55 correct. Exam 2 = 54 correct. Attendance of 4 out of 5 group sessions = 4 bonus percentage points to final grade.  $(55 + 54)/129 \times 100 = 76.74\% + 4 = 80.74\%$ ]

- **P-Pass**—means that you have achieved a satisfactory level of performance and will receive credit for this course. To obtain a “P” grade for this course, you must earn a final percent score of 70%.
- **N-No Grade**—means that you have not achieved a satisfactory level of performance and no credit will be granted for this course. If you earn a final percent score 70%, you will receive an “N” grade.
- **Remediation** – If you receive an “N” grade and meet the criteria below, you will be eligible to attempt remediation:
  - Earn a final percent score in the course of 62% or greater, and
  - (additional requirement #1, if applicable), and
  - (additional requirement #2, if applicable)

The remediation opportunity for this course will be by examination. Passing is 70%.

All remediation exams for semester 4 are scheduled for 7/28/2020 or 7/29/2020. Refer to the remediation policy information provided in Section 2 of this syllabus for more information.

## Group Discussion/Clinical Scenarios

Attendance at each of these 5 (50-minute) sessions is optional. However, you can earn up to one (1) true bonus percentage point for your attendance and participation in each session, which will be added to your total course score. Each session will cover material already presented, and this information is listed in further detail in D2L. **Note that there will be two 50-minute sessions in obstetrics, two 50-minute sessions and one 50-minute HIV/STD session. A student can earn up to 5 full bonus percentage points (1 bonus point for each 50-minute session) to be added to their final grade.**

Attendance will be documented via Zoom polling during each hour of the discussion, students must stay for the full session to gain both points. A report of the poll will be downloaded after the meeting to verify attendance.

Because this is not a required session, there is NO EXCUSED ABSENCE. Failure to poll for each hour constitutes an absence.

- If the student does NOT document his/her attendance in the proper manner and **on time** the student is considered **absent** for the event, regardless if the instructor or classmates can verify your attendance.
- Falsification of an attendance record (e.g., signing in for someone other than oneself or signing in and then leaving the session early) will be considered an instance of professional misconduct equivalent to academic dishonesty (e.g., cheating). This is considered a serious situation and may result in dismissal from the college. See MSUCOM policy regarding academic dishonesty and professionalism.
- The student will be expected to participate in the activity if they are present.

This is an **interactive participation**-based session. Each student will be assigned to a specific session. Each session will have approximately 25-50 students.

## Ovarian Cancer Survivors Presentation

*The Survivors Teaching Students Program is an innovative educational program which brings the faces and voices of ovarian cancer survivors into the classroom to inform medical students about their experiences with the disease. Each woman who presents to the students has a unique story. These women – many diagnosed at an advance stage – help medical students become more aware of the disease's symptoms and risk factors that in turn should result in an earlier diagnosis. Please make every effort to attendance this presentation on 5/21/2020.*

## Student Evaluation of the Course

We want your feedback on how to improve this course.

- Informal Feedback: Feel free to approach the Course Coordinator, Dr. Boes, or any of the other course faculty with your reactions and suggestions.
- Formal Evaluation: In addition to the above, we ask every student in the class to complete formal on-line course evaluation upon conclusion of the course. Student feedback provides Course Coordinators with valuable information regarding their performance, the performance of their colleagues, and the quality of the course. The information gained from these evaluations is used to continuously improve future offerings of this course. Students can access the evaluation system at: [MSUCOM Pre-clerkship Evaluation System](#).

## Section 2 – Policies

### Academic Honesty and Professionalism

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism, as outlined in the MSUCOM Student Handbook and the MSU Medical Student Rights and Responsibilities. These documents may be found on the MSUCOM website. Additional guidance on academic integrity may be found on the MSU Ombudsperson's website at <https://ombud.msu.edu/sites/default/files/content/Academic-Integrity-at-MSU-updated-August-2017.pdf>

Incidents of academic dishonesty or professional misconduct will be addressed by the faculty, administration or staff; such action may include, but is not limited to: giving a failing grade, referring a student for judicial review, directing the student to the Associate Dean of Medical Education, evaluation by the Committee on Student Evaluation, and other actions outlined in the Medical Student Rights and Responsibilities document.

### Types of Class Sessions

MSUCOM designates lectures and other class sessions by their delivery method. While additional terms may be used in a specific course, the following will provide general guidance to the type of session:

- Live or livestream lecture:
- Online Lecture:
- Webinar:
- Lab:

### Changes to Course Schedule or Requirements

Due to external circumstances, the course requirements published in the course syllabus and/or course schedule may be subject to change. Timely notification Communication regarding changes will be provided to enrolled students via the course D2L site and/or email. Any changes made will consider the MSU Code of Teaching Responsibility and the MSU Medical Students Rights and Responsibilities.

### Mandatory and Optional Class Sessions

All lectures and other class sessions are considered to be integral to the course, and students are expected to attend, view, or participate in each session. Some sessions are designated as "mandatory" in that attendance at the session on the scheduled date and time is required. Depending on the course, a student may earn points for attending or participating in a mandatory session or may lose points for failing to attend or participate. Availability of make-up points for missed sessions is at the discretion of the course coordinator. Optional class sessions are offered by faculty to assist students in learning or reviewing course content.

### Absences from Mandatory and Examinations/Assessments

It is the responsibility of the student to know which class sessions are deemed as mandatory and comply with the MSUCOM policy regarding absences from mandatory sessions and examinations. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website. Requests for an excused absence must be submitted via the [student portal](#).

### Computer-Based Testing

It is the responsibility of each student to know and comply with the MSUCOM policy on computer-based testing. This policy may be found in the MSUCOM Student Handbook on the MSUCOM website.

Administration of quizzes, examinations, and other assessments may be self-proctored, virtual proctored, or classroom proctored. Regardless of the proctoring method, you are expected to take the exam in a quiet, private setting. Just like in a proctored exam, you are not to access notes, textbooks, references, your phone, or other materials, and you are not to interact with fellow students or others. Remember that integrity is defined as what you do when no one is looking.

You are also expected to not record, photograph, take screen shots, make notes of, or otherwise attempt to make a copy of any exam item for any purpose, including your personal use. A student who is discovered to have cheated or breached exam security will be subject to formal disciplinary action, up to and including dismissal from MSUCOM.

If you have concerns or evidence of an exam security breach on this or any exam, you may report that to an MSUCOM administrator or through the online concern form.

## **Medical Student Rights and Responsibilities**

If problems arise between instructor and student, both should attempt to resolve them by informal, direct discussions. If the problems remain unsolved, the Associate Dean for Medical Education and/or the MSU Ombudsperson may be consulted. The MSU Medical Student Rights and Responsibilities (MSRR) document defines processes for additional steps, including submission of a formal grievance. The MSSR may be found in the MSUCOM Student Handbook and online at [splife.studentlife.msu.edu](http://splife.studentlife.msu.edu).

## **Reef Polling (iClicker Cloud) Policy**

It is your responsibility to know and comply with the Reef Polling (iClicker Cloud) Policy. This policy may be found in the MSUCOM Student Handbook. If you forget your device or if it does not work, for whatever reason, no make-up experiences will be provided, and no points will be given.

If Reef Polling is used to take attendance for an on-campus event, you will be expected to arrive to the physical location on time and to stay for the duration of the assigned activity. If Reef Polling is used to take attendance for an online event, you will be expected to start the session at the scheduled time and participate for the duration of the assigned activity.

As a matter of professionalism, please note that under no circumstances should you provide access to their iClicker Reef account to another student by sharing your device and/or account login, nor should you accept another student's device or login credentials to access Reef Polling on their behalf. Answering questions or checking in for attendance on behalf of another student by using their device or account is considered to be academic dishonesty and may result in disciplinary action up to and including dismissal from the college.

## **Remediation**

The MSUCOM Policy for Retention, Promotion and Graduation requires successful completion of each required course to progress in the curriculum. If you receive an "N" grade in a course, that grade will be recorded on your official transcript; you must meet the course requirement by successfully remediating or repeating the course.

Eligibility to attempt remediation of the course is determined by criteria described in the "Course Grades" section of the syllabus. If you are not eligible to attempt remediation, or if you fail the remediation, you must retake the course, provided you are eligible to continue in the program as determined by the Committee on Student Evaluation.



## **Student Safety and Well-being**

The MSUCOM website and Student Handbook provide information on student safety, campus security, access to medical care and counseling services, and to policies on injuries and exposures. If you have an injury or acute illness on campus, an incident report should be completed. The form is available on the MSUCOM intranet or from Academic Programs.

## **Requests for Special Accommodations**

Michigan State University is committed to providing equal opportunity for participation in all programs, services and activities. Requests for accommodations by persons with disabilities may be made by contacting the Resource Center for Persons with Disabilities (RCPD) at 517-884-7273 or online at [rcpd.msu.edu](http://rcpd.msu.edu). Once eligibility for an accommodation has been determined, you may be issued a Verified Individualized Services and Accommodation (VISA) form. Each VISA includes an expiration date; to request an accommodation, you must have an active VISA. You may work with RCPD to renew a VISA.

During the preclerkship curriculum, the college will help to coordinate accommodations for additional testing time. Provide your VISA to Nancy Thoma, [thoman@msu.edu](mailto:thoman@msu.edu), A333 East Fee Hall at the start of the term and/or at least two weeks prior to the assessment event (test, project, labs, etc.). Requests for accommodations received with less notice will be honored whenever possible. You may choose whether or not you wish to use accommodations for a particular event. For other accommodations, you may also review your VISA with the course coordinator and curriculum assistant assigned to that course.

## **Title IX Notifications**

Michigan State University is committed to fostering a culture of caring and respect that is free of relationship violence and sexual misconduct, and to ensuring that all affected individuals have access to services. For information on reporting options, confidential advocacy and support resources, university policies and procedures, or how to make a difference on campus, visit the Title IX website at [titleix.msu.edu](http://titleix.msu.edu).

Limits to confidentiality. Essays, journals, and other materials submitted for this class are generally considered confidential pursuant to the University's student record policies. However, students should be aware that University employees, including instructors, may not be able to maintain confidentiality when it conflicts with their responsibility to report certain issues to protect the health and safety of MSU community members and others. Instructors must report the following information to other University offices (including the Department of Police and Public Safety):

- Suspected child abuse/neglect, even if this maltreatment happened when you were a child;
- Allegations of sexual assault, relationship violence, stalking, or sexual harassment; and
- Credible threats of harm to oneself or to others.

These reports may trigger contact from a campus official who will want to talk with you about the incident that you have shared. In almost all cases, it will be your decision whether you wish to speak with that individual. If you would like to talk about these events in a more confidential setting, you are encouraged to make an appointment with the MSU Counseling and Psychiatric Services.

## **Addendum: Course Schedule**

Course schedule will be posted as a separate document on the same web page as this syllabus.