

**ANTR 590 Independent Study in Clinical Human Morphology**

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**Notice to Students:** Although Elective syllabi at MSUCOM have a consistent format; vitally important details differ by Elective. For this reason, you must read the syllabus thoroughly at the onset of each elective to understand what educational activities will be provided and what is expected of you.

## Section 1 – Elective Information

### Elective Description

“Independent Study in Clinical Human Morphology” is offered as a variable 1 – 5 credit course. Students may accumulate a maximum of 10 credits in all enrollments for the course. Read more information or updates in the following link:

<http://www.reg.msu.edu/Courses/Request.aspx?Term=1152&SubjectCode=ANTR&CourseNumber=590>

The specific topics for study can be based on gross anatomy, histology, radiological anatomy, cytology, neuroscience, or embryology, depending on the interest of the Faculty involved or the student.

**Multiple Faculty members may participate** in any single semester. Hence, multiple sections will be created in the “Schedule of Courses”. For details of each specific section, see the list of participating Faculty at the end of this document, and the link to their syllabi. You may also search under ANTR-590 elective for details pertaining to any section being offered.

**A student may initiate a study or a Faculty member may be the initiator.** Any student desiring to carry out an independent study needs to contact one of the Anatomy Faculty in any campus, to act as a mentor/tutor/advisor, and as Instructor of Record if none is published at the time.

The number of credits in a student-initiated study will be determined through an agreement between the student and the Faculty.

In a Faculty initiated study, the Faculty will normally establish the number of credits, or may choose to negotiate with the student.

### Course Goals

By completing this course, the student will:

1. Acquire an in depth knowledge or understanding of gross anatomy, histology, radiological anatomy, cytology, neuroscience, or embryology, depending on the interest of the Faculty involved or the interest of the student.
2. Develop the ability to carry out independent research work in any area, as defined in the preceding objective.
3. Learn methods pertaining to research, analysis of data, writing manuscript, abstracts in relation to work done in preceding objective.

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\*Note: If a specific syllabus is issued for any ANTR-590 section, it may contain more detailed objectives.

### Course Coordinator

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

Name: Loro LoLaja Kujjo, Ph.D.

Phone: 517-355-4526

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

Address: A502B E. Fee Hall, 965 Fee Road, East Lansing, MI 48824

## Radiology

Name: Kevin C. Robinson, D.O., Interim Chair

## Division of Human Anatomy

Name: Melanie McCollum, PhD, Director

## Staff or Student Coordinator

Name: Joshua Vincent

Email: [vincen29@msu.edu](mailto:vincen29@msu.edu) (preferred method)

## Instructors

### East Lansing Campus

Name	Office	E-mail	Office Phone
Graham M. Atkin, PhD	A504 East Fee Hall	<a href="mailto:atking@msu.edu">atking@msu.edu</a>	517-884-9544
John Fitzsimmons, MD	A507 East Fee Hall	<a href="mailto:fitzsi10@msu.edu">fitzsi10@msu.edu</a>	517-353-4547
Nicole L. Geske, PhD	A519 East Fee Hall	<a href="mailto:geskenic@msu.edu">geskenic@msu.edu</a>	517-353-5269
Tony Her, MD	A502C East Fee Hall	<a href="mailto:hertony@msu.edu">hertony@msu.edu</a>	517-353-6380
Halie Kerver, PhD	A514 East Fee Hall	<a href="mailto:kerver@msu.edu">kerver@msu.edu</a>	517-353-6893
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Loro Kujjo, PhD	A502 B East Fee Hall	<a href="mailto:Kujjo@msu.edu">Kujjo@msu.edu</a>	517-355-4526
Melanie McCollum, Ph.D.	A513 East Fee Hall	<a href="mailto:mccoll44@msu.edu">mccoll44@msu.edu</a>	517-353-2180
Maureen Schaefer, PhD	A514 A East Fee Hall	<a href="mailto:schae156@msu.edu">schae156@msu.edu</a>	517-432-1372
Jill Slade, Ph.D.	E103 Radiology Bldg.	<a href="mailto:jslade@msu.edu">jslade@msu.edu</a>	517-884-3351

### Grand Rapids Campus

Name	Office	E-mail	Office Phone
Amber Heard-Booth, PhD.	621 Secchia Center Grand Rapids, MI	<a href="mailto:heardamb@msu.edu">heardamb@msu.edu</a>	616- 234-0988
Sutton Williams, PhD.	615 Secchia Center, Grand Rapids, MI	<a href="mailto:will3506@msu.edu">will3506@msu.edu</a>	616- 234-2623
Ryan M. Tubbs, PhD.	619 Secchia Center Grand Rapids, MI	<a href="mailto:Ryan.Tubbs@hc.msu.edu">Ryan.Tubbs@hc.msu.edu</a>	616- 234-2771

### Detroit Medical Center Campus

Name	Office	E-mail	Office Phone
Diana Hristova, MD, MSc	DMC 4707 St Antoine Detroit, MI	<a href="mailto:hristov3@msu.edu">hristov3@msu.edu</a>	313-578-9612
Sarah Tilden, PhD	CG36 DMC 4707 St Antoine, Detroit, MI	<a href="mailto:tildensa@msu.edu">tildensa@msu.edu</a>	(313) 578-9612

### Macomb Campus

Name	Office	E-mail	Office Phone
Carrie L. Nazaroff, PhD	MUC Building UC4 Room 117-3	<a href="mailto:tatarcar@msu.edu">tatarcar@msu.edu</a>	586-263-6743

### Lines of Communication

- For administrative aspects of the specific section of ANTR-590 Elective, contact: Course Coordinator or Beth Clarke (Administrative Assistant)
- For content questions relating to a specific learning activity or topic during this Elective, contact: Faculty Advisors listed in the specific syllabus or sections.
- For absences (please refer to excused absence policy information provided at the end of the syllabus)

### Office Hours

Questions concerning the elective may be discussed individually by making an appointment with the Course Coordinator (see specific syllabus for best means). The faculty members are generally available by e-mail or by appointment.

### Textbooks and Reference Materials

As directed by the Faculty Advisor, or as detailed in the specific syllabus for each section of ANTR-590. But note that:

- (a) The Anatomy Labs maintain numerous pertinent Anatomy Atlases and Textbooks.
- (b) The MSU Library has numerous electronic and non-electronic Anatomy Textbooks, atlases and other resources (visit the Library site: [MSU Library homepage](#))

## Elective Schedule

This elective is presented for 15 consecutive weeks. General scheduling for the educational activities of this elective are as follows:

Day/Date	Required Activities	Specific Information
<b>Check with Faculty coordinating the specific section</b>	As specified by the Faculty, or as detailed in the syllabus for the specific section**	As specified by the Faculty, or as detailed in the syllabus for the specific section**
Duration of elective		
Day/Date	Required Activities	Specific Information

Note: Check important deadlines at: MSU Academic Calendar ([www.reg.msu.edu](http://www.reg.msu.edu)), or check with Faculty.

\*\*each section of ANTR-590 may issue specific syllabus.

## Required Exams/Assessments

As specified by the Faculty, or as detailed in the syllabus for the specific section.

## Required Proctoring Arrangements

As specified by the Faculty, or as detailed in the syllabus for the specific section.

## Elective Grades

- 1) Your Grade in ANTR 590 is determined on **the basis of completion of assignment(s)/project(s) as specified in the agreement between you and your Faculty Advisor, or as specified in the Syllabus for the specific section.**
- 2) The following grading system will be used by all sections:
  - **P-Pass** — means that credit is granted and that the student achieved a level of performance judged to be satisfactory by the instructor. To obtain a “P” grade for this Elective, a student must successfully complete all required activities during this elective.
  - **N-No Grade** — means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory by the instructor. A student who fails to complete the v required activities of this elective will receive an “N” grade.
  - **Remediation** — since all of the Electives in the MSUCOM curriculum are optional, Students are not required to remediate the elective if an “N” grade is received.

- **ET-Extension Grade** — a grade of “ET-Extension (ET)” may be given due to occurrence of special or unusual circumstances, but a final grade must be reported upon completion of the final course work in the sequence or in the time approved for the completion of the work. If a final grade is not reported in this period, the ET will be changed to ET/0.0.

**Note:**

- 1) A grade of “Pass/No” option is only available to CHM and COM medical students. All other students, including College of Nursing students, must take the course for a numerical grade. A minimum grade of 3.0 is required for graduate students.**
- 2) Audit status: This course is not available under a formal Audit status, nor can students “volunteer” their time under an informal “audit” status.**
- 3) “ET-Extension (ET)” Grade: requires a formal agreement between the Instructor and the student to have the work completed by the next semester when the elective course is offered at MSU.**

**The offices of the Deans will be informed of any N or ET/0.0 grades:**

## **Student Evaluation of the Course**

We want your feedback on how to make this Elective (especially the specific sections) better for the students who come after you.

- **Informal Feedback:** Feel free to approach the Elective Coordinator (specified in the specific section), or any of the other Elective instructors with your reactions and suggestions. Or write out your comments and email them to the Elective Coordinator or Faculty.
- **Formal Evaluation (if applicable):** In addition to the above, we ask every student in the class to complete formal on-line Elective evaluation upon conclusion of the Elective. Student Elective evaluations are highly recommended [or required]. Student feedback provides Elective Coordinators with valuable information regarding their performance, the performance of their instructors and the quality of the Elective. The information gained from these evaluations is used to continuously improve future offerings of this Elective.

## Section 2 – Policies

### Academic Honesty and Professionalism

[http://www.com.msu.edu/Students/Policies\\_and\\_Programs/Med\\_Student\\_Rights\\_Responsibilities.htm](http://www.com.msu.edu/Students/Policies_and_Programs/Med_Student_Rights_Responsibilities.htm)

[http://www.com.msu.edu/Students/Professional\\_Development/Code\\_of\\_Prof\\_Ethics.htm](http://www.com.msu.edu/Students/Professional_Development/Code_of_Prof_Ethics.htm)

Each individual student is responsible for their behavior and is expected to maintain standards of academic honesty and professionalism. If any instance of academic dishonesty (cheating, plagiarism, etc.) is discovered by an instructor, it is his or her responsibility to take appropriate action. Such action may include giving a failing grade to the student in the Elective and/or referring the student for judicial review and possible disciplinary action, which may include disciplinary suspension or dismissal from the College.

### Attendance/Excused Absence

In accordance with the MSU All-University Policy on Attendance, MSUCOM does not have a regulation requiring class attendance. However, the College understands and supports the need and the right of the faculty to expect student attendance and participation in many curricular components with consequences if the student is not attending. In the spirit of professional behavior, MSUCOM students are expected to attend required class sessions (e.g., lectures, laboratories) and take all examinations during their originally scheduled times. If this is not possible, the student must obtain an excused absence. To obtain an excused absence, you need to make the following contact, as appropriate, prior to the scheduled administration of the examination(s).

#### Personal Emergencies:

(e.g., death in family, serious illness (acute), hospitalization, automobile difficulties).

Elective Coordinator (781) 248-8755, or your Faculty Advisor: (Get phone # from specific table)

#### Where there is advance notice of absence:

For advance notice absences, a student must submit his/her excused absence request at least one week in advance of the scheduled mandatory elective activity. Wedding, family celebrations, vacations, conferences, etc are not considered acceptable excuses. If an examination or other required experience is missed due to medical reasons, an attending physician's written confirmation will be required in order for the absence to be excused.

### 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 at 517-884-RCPD or on the web at [www.rcpd.msu.edu](http://www.rcpd.msu.edu) Once a student's eligibility for accommodation has been determined he/she may be issued a Verified Individualized Services and Accommodation ("VISA") form. Please present this VISA

form at the start of the semester and/or two weeks prior to the accommodation date (test, project, labs, etc.). Requests received after this date will be honored whenever possible.

It is the responsibility of the student with accommodations to contact the Elective Coordinator two weeks prior to the start of the term, or two weeks prior to the scheduled assessment event or other planned use of accommodations. Requests received after this date will be honored whenever possible.

It is the responsibility of the student to submit or have submitted an updated version of their accommodations each semester that a student plans to use their accommodations.