

**ANTR 490 Special Problems in Anatomy**

Spring Semester- 2021 – Summer-2021

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

## Section 1 – Course Information

### Course Description

*Due to measures to contain spread of COVID-19, projects of this course (ANTR-490 Special Problems in Anatomy) that require use of the gross anatomy labs are temporarily suspended, unless approved by Dr McCollum (Director of Division of Human Anatomy).*

Apart from the restrictions mentioned above, “Special Problems in Anatomy” is offered as a variable 1 – 5 credit course. Students may accumulate a maximum of 15 credits in all enrollments for the course (read more information in course description in the MSU registrar’s web page).

The specific topics for study can be based on gross anatomy, histology, cytology, neuroanatomy, or embryology, depending on the interest of the faculty involved or that of the student. Various methods of delivery are possible, including live or livestream lecture, online lecture, webinar, laboratory assignments.

A student may initiate a study, or a faculty member may be the initiator. In any single semester, multiple faculty members may participate, and each may have a separate section. Any student desiring to enroll in a special problem study needs to contact one of the Anatomy faculty in any campus, to act as a mentor/tutor/advisor. You may also contact the Course Coordinator for help.

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.

### Instructional Objectives

*By completing this course, the student will:*

1. Acquire an in-depth knowledge or understanding of gross anatomy, histology, cytology, neuroanatomy, or embryology, depending on the interest of the faculty involved or the interest of the student.
2. Develop the ability to carry out directed study in any area, as defined in the preceding objective.

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\*Note: Any specific section of ANTR-490 may issue a specific syllabus containing more detailed objectives.

### Course Coordinator

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

Name: Loro L. Kujjo, PhD

Phone: 517- 355-4526

Email: *kujjo@msu.edu*

Address: 965 Wilson Road, A519 East Fee Hall, East Lansing

### Department of 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: [yincen29@msu.edu](mailto:yincen29@msu.edu) (preferred method)

### Instructors

**Note:** Please contact the specific faculty regarding her/his specific project(s), or you may also contact the Course Coordinator for help.

#### East Lansing Campus

Name	E-mail	Office Phone
Graham M. Atkin, PhD.	<a href="mailto:atking@msu.edu">atking@msu.edu</a>	517-884-9544
John Fitzsimmons, MD.	<a href="mailto:fitzsi10@msu.edu">fitzsi10@msu.edu</a>	517-353-4547
Nicole L. Geske, PhD.	<a href="mailto:geskenic@msu.edu">geskenic@msu.edu</a>	517-353-5269
Lindsey Jenny, Ph.D.	<a href="mailto:jennylin@msu.edu">jennylin@msu.edu</a>	517-353-5286
Halie Kerver, PhD.	<a href="mailto:kerver@msu.edu">kerver@msu.edu</a>	517-353-6893
Tony Her, MD.	<a href="mailto:hertony@msu.edu">hertony@msu.edu</a>	517-353-6380
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Kathy Lovell, Ph.D.	<a href="mailto:lovell@msu.edu">lovell@msu.edu</a>	517-353-7208
Melanie McCollum, Ph.D.	<a href="mailto:mccoll44@msu.edu">mccoll44@msu.edu</a>	517-353-2180
Maureen Schaefer, PhD.	<a href="mailto:schae156@msu.edu">schae156@msu.edu</a>	517-432-1372
Jill Slade, Ph.D.	<a href="mailto:jslade@msu.edu">jslade@msu.edu</a>	517-884-3351

#### Grand Rapids Campus

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

#### Detroit Medical Center Campus

Name	E-mail	Office Phone
Diana Hristova, MD, MSc.	<a href="mailto:hristov3@msu.edu">hristov3@msu.edu</a>	313-578-9612
Sarah Tilden, PhD.	<a href="mailto:tildensa@msu.edu">tildensa@msu.edu</a>	313-578-9612

## Macomb Campus

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

## Office Hours

Questions concerning the course may be discussed individually by making an appointment with the Course Coordinator (see specific syllabus for best means). The Course Coordinator is generally available by e-mail or by appointment. Contact Joshua Vincent (Division of Anatomy Administrative Assistant) for more details.

## Lines of Communication

- For administrative aspects of the specific section of ANTR-490 Course, contact the specific faculty or contact the course Coordinator or Joshua Vincent (Administrative Assistant, Division of Anatomy)
- For content questions relating to a specific learning activity or topic during this Course, contact: faculty Advisors listed in the specific syllabus.
- For absences (please refer to excused absence policy information provided at the end of the syllabus)

## Course Schedule

This course is presented for 15 consecutive weeks. General scheduling for the educational activities of this course will be specified by the faculty responsible for each section. Additionally, **check important deadlines at the MSU Registrar's web page.**

## Course Materials (Textbooks, Reference Materials, and others)

As directed by the faculty Advisor, or as detailed in the specific syllabus.

## Requirements for Safety in the Anatomy Labs

***Note: Due to measures to contain spread of COVID-19, projects of this course (ANTR-490 Special Problems in Anatomy) that require use of the gross anatomy labs are temporarily suspended, unless approved by Dr McCollum (Director of Division of Human Anatomy). If approved, the guidelines below are to be upheld:***

- **All users of the anatomy labs (main and prosection labs)** are required to undergo "Mandatory orientation" before being permitted to work, study, or handle cadaveric specimens. Briefly: The pertinent information includes requirement for all individuals who enter the human gross anatomy laboratory to wear professional lab attire and Personal Protective Equipment (PPE), safe and respectful handling of cadaveric specimens, proper/safe response to emergencies. Specific details will be released during the orientation and should also be available in the ANTR-585 D2L webpage.

## ▪ **Special Instructions Pertaining to COVID-19**

Due to COVID-19, additional precautions have been implemented for the safety of all lab users. Hence, prosection students are required to adhere to the following procedures:

- all anatomy lab users must agree to abide by the requirements and policies set forth in the MSU Community Compact.
- Students must submit an electronic health screening form prior to coming to campus each day.

Note: Students should not come to lab if they are sick and should notify the University Physician if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case.

- Prosection students must wear a *disposable* face mask when entering the gross anatomy laboratory. While in the prosection lab the following PPE are required: safety glasses, disposable nitrile gloves, and lab coat or scrubs. \*Face shields are also required during times of instruction when 6' of social distance is not possible.
- Students will adhere to all signage indicating:
  - traffic flow within the lab, including entrances, exits, hand washing stations, etc.
  - occupancy limits for shared spaces such as elevators, restrooms, breakrooms, etc.
- Students will exercise 6' of social distancing by prosecting only at their assigned station, and to avoid use of spaces that are temporarily closed or off-limit.
- Students will be responsible for the proper disinfection of their seats and dissection tools before and after each use.
- Students must keep personal items (e.g. cell phones, other electronics) put away and not use during class.
- Prior to exiting, students will remove gloves and wash their hands. If a face shield was used by the student, they must disinfect it and store it properly. Disposable masks will be properly disposed of outside the lab.

## **Required Exams/Assessments**

The faculty responsible for each section will specify the activities required for successful completion of this course.

## **Required Proctoring Arrangements**

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

## **ANTR 490 Course Grades**

1) Evaluation in ANTR 490 will be **based on completion of assignment(s)/project(s)** as specified in the agreement between the student and the faculty Advisor, or as specified in the Syllabus for the specific section.

2) Grading will be based on the MSU numerical system.

## **Student Evaluation of the Course**

The Division of Human Anatomy wants your feedback on how to make this Course (especially the specific sections) better for the students who come after you. Please note:

- **Informal Feedback:** Feel free to approach the Course Coordinator (specified in the specific section), or any of the other Course instructors with your reactions and suggestions. Or write out your comments and email them to the Course Coordinator or faculty; or even send your comments to the Division Director.
- **Formal Evaluation (if applicable):** In addition to the above, we ask every student in the class to complete formal on-line Course evaluation upon conclusion of the Course. The office of the MSU Registrar will usually send out a request towards the end of each semester.
- **Student Course evaluations are highly recommended [or required].** Student feedback provides Course Coordinators with valuable information regarding students' performance, the performance of the instructors and the quality of the Course. The information gained from these evaluations is used to continuously improve future offerings of this Course.

## Section 2 – Policies

### Academic Honesty and Professionalism

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 Course and/or referring the student for judicial review and possible disciplinary action, which may include disciplinary suspension or dismissal. Additional guidance on academic integrity may be found at [MSU Ombudsperson's website](#)

### Ethical Behavior in the Gross Anatomy Labs

While in the main gross anatomy and prosection labs, students are required to refrain from neither using the Lab computers to navigate any social networking sites, nor to activate any image acquiring device that could compromise the policies pertaining to privacy and respect of cadaveric Donors.

### Attendance/Excused Absence

The Division of Anatomy complies with the MSU All-University Policy on Attendance. Read more info in your student handbook.

### 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 online at [rcpd.msu.edu](http://rcpd.msu.edu)**. Once eligibility for accommodation has been determined the student 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.
- At the start of the semester and/or two weeks prior to the accommodation date (test, project, labs, etc.), please **present an active VISA form to Joshua Vincent: email= [vincen29@msu.edu](mailto:vincen29@msu.edu); Ph#: (517) 353-3240; Room A519, East Fee Hall**.
- It is the responsibility of the student to **contact the course Director / Coordinator two weeks prior to the start of the** scheduled assessment event or other planned use of accommodations.
- Requests received after the specified dates will be honored whenever possible.
- For each semester that a student plans to use his/her accommodations, it is the responsibility of the student to submit or have **submitted an updated version of the accommodations to Joshua Vincent: email = [vincen29@msu.edu](mailto:vincen29@msu.edu); Ph#: (517) 353-3240; Room A519, East Fee Hall**.

## **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](#)

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, you 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.

## **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 Students Rights and Responsibilities.

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