



University Courses & Curricula Committee 2021-2022

August 18, 2021
Meeting hosted via Zoom
12:45pm-2:45pm

Call to Order 12:45pm

- Welcome from Chair Helmut Hergeth
- Remarks and Updates from OUCCAS/DASA
- Establish Quorum / Voting Standard
- Approval of UCCC April 28th, 2021 Minutes

New Business

Consent Agenda		
Action	Type	Notes
BEC 363 : Foundations of Recombinant Microorganisms for Biomanufacturing	Drop	No longer being offered; replaced by BEC 425 in all programs that required BEC 363.
HESM 402 : Practicum Experience in Outdoor Programs	Minor	Revisions: Course Number, Prerequisites
HESO 255 : Canoeing	Minor	Revisions: Title, Catalog Description
HESO 258 : Rock Climbing 1	Minor	Revisions: Title, Abbr. Title, Catalog Description
HESO 258 : Rock Climbing 2	Minor	Revisions: Title, Abbr. Title, Catalog Description
HESO 262 : Whitewater Canoeing	Minor	Revisions: Title, Catalog Description
MSE 203 / BME 203 : Introduction to the Materials Science of Biomaterials	Drop	BME curriculum revision, MSE no longer required
PRT 415 : Principles and Practices of Outdoor Leadership	Minor	Revisions: Course Number, Removing Cross-listing
PS 312 / PA 312 : Introduction to Public Administration	Minor	Revisions: Cross-listing, CIP Number, Offering
16ARTSTBA_16ARTSTTHE Arts Studies (BA): Theatre Concentration	Minor	Revisions: Adding ARS 410
16ARTSTBA-16ARTSTVIS Arts Studies (BA): Visual Arts Concentration	Minor	Revisions: Adding ARS 410
16JOM Journalism Minor	Minor	Revisions: Changing Elective Groups
Political Science (BA): International Politics Concentration	Minor	Revisions: Adding Courses
Political Science (BA): Law and Justice Concentration	Minor	Revisions: Adding Courses
16RELSTBA Religious Studies (BA)	Minor	Revisions: Add REL 380 to electives

College of Agriculture and Life Sciences			
Presenter	Reviewers	Action	Type
Pratt Phillips	Schaffer, Jones, Bush	HS 290 : Horticulture: Careers and Opportunities	Revisions: CIP Number, Offering, Delivery, Length, Contact Hours, Course Objectives, SLO, Student Eval, Syllabus

College of Engineering			
Presenter	Reviewers	Action	Type
Heckman	Duggins, Rucker, Zagacki	CSC 298 : Introduction to Computer Science Research Methods	New Course
Heckman	Harrington, Hessling, Croasmun	CSC 299 : Mentored Research in Computer Science	New Course
Reynolds	Kraus, Monek, Knowles	ECE 411 : Introduction to Machine Learning	New Course

College of Humanities and Social Sciences			
Presenter	Reviewers	Action	Type
Knowles	Monek, Pratt Phillips, Hessling	ENG 339 : Literature and Technology	Revisions: Offering, Contact Hours, GEP, Course Objectives, Student Eval, Syllabus
Knowles	Heckman, Kuzenski, Jones	ENG 341 : Literature and Science	Revisions: Offering, Contact Hours, Requisites, GEP, Student Eval, Syllabus
Croasmun	Bush, Reynolds, Rucker	HUM Science Electives and HUM Science Electives	Revisions: Adding CH 220, CH 221, and CH 222
Croasmun	Krause, Duggins, Harrington	WGS 200 : Introduction to Women's, Gender, and Sexuality Studies	Revisions: Title, Abbr. Title, CIP Number, Offering, Delivery, Length, Attributes, DELTA, Catalog Description, GEP, Course Objectives, SLO, Student Eval, Syllabus

University College/DASA			
Presenter	Reviewers	Action	Type
Harrington	Zagacki, Krause, Schaffer	HESM 316 : Outdoor Education Pedagogy	Revisions: Course Number, Title, Abbr. Title, Offering, Delivery, Credit Hours, Length, Contact Hours, Catalog Description, SLO, Student Eval Syllabus
Harrington	Croasmun, Heckman, Bush	HESS 230 : Pilates	Revisions: Offering, Delivery, Length, Attributes, DELTA, Prerequisites/Co-Requisites, GEP, SLO, Student Eval, Syllabus
Harrington	Knowles, Pratt Phillips, Reynolds	HON 367 : Introduction to Interdisciplinary Biomedical Teamwork	New Course
Monek	Jones, Hessling, Kuzenski	HON 497 : Interdisciplinary Biomedical Research Capstone	New Course
Monek	Duggins, Croasmun, Kraus	Teamwork in Interdisciplinary Biomedical Research Minor	New Minor

SLO= Student Learning Outcomes

Discussion: Opening nominations for chair-elect

Notes:

- To view actions, please click on the hyperlink. You may need to use your Unity ID to log in.
- If you experience issues logging in, please go to <https://next-catalog.ncsu.edu/courseadmin/> and type the course prefix and number into the search bar.



Office of Undergraduate Courses, Curricula, and Academic Standards

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University Courses and Curricula Committee

April 28th, 2021
Hosted Via Zoom
Call to Order: 12:XX PM

Members Present:

Wendy Krause (Chair), Rudi Seracino (Past Chair), Shannon Pratt Philips, James Knowles, Catherine Driscoll, Kristen Schaffer, Peter Hessling, Kanton Reynolds, Peter Janca, Lara Pacifici, Spencer Muse, Jonathan Duggins, Renee Harrington, Rob Rucker, Helmut Hergeth, Kenneth Zagacki, Jorden Rabasco, Thomas Walsh, Peggy Domingue

Absent Members: Melissa Merrill

Guests: Katherine McKee, Keith Howard, Laura Bottomley, Daniel Greuhn, Kim Bush, Deborah Acker, Tom Koch, Andrea Ramos-Lewis, Michael Domeracki, Stefani Chen, Lianne Cartee, John Sheppard, Jennifer Fendrich, Lianne Cartee

Ex-Officio Members Present: Li Marcus, Lexi Hergeth, Kyle Pysher, Stephany Dunstan, Charles Clift,

WELCOME AND INTRODUCTIONS

➤ **Remarks from Chair** – Chair Wendy Krause welcomed the guests and asked for them to introduce themselves.

➤ **Remarks from OUCCAS/DASA – Thanked the committee**

➤ **Approval of the Minutes from 7th April 2021 – Approved**

Discussion: Helmut Hergeth moved to approve. A guest of the committee thanked Li and Lexi which was echoed by the chair and members.

NEW BUSINESS

➤ **Consent Agenda – Approved**

Discussion: Helmut Hergeth moved to approve the consent agenda

➤ **SIP (Solving Interdisciplinary Problems) Prefix – Tabled**

Discussion: This curricular action was presented by Spencer Muse. Member asked if the process will be that new instances will come before the committee each time. The course will be a shell similar to a special topic course. Courses coming through this prefix will be reviewed through university college, although ownership will be with the provost's office. Member asked why the course was not housed in university college, this is a prototype to be outside of the college university structure. Members expressed concern about the provost's office not having a representative, which is addressed by the memo approved earlier this semester.

One academy will be in the provost's office in the immediate future and eventually there will be three academies which will act as the college, this prefix courses will use the university college committee. The committee would like to hear back about the prefixes status in the Fall after it is taught in the Summer.

Member indicated it is a very top-down model and that should be a concern to this committee. I think we should be able to submit comments and questions in writing and have them answered after this summer's offering. Then discuss again in the fall. Members discussed that this could be approved as a special topic if the committee were to choose not to approve the memo. Member asked why this could not be under IDS, that prefix is through CHASS and would not be appropriate.

Member indicated new students are put on the Moodle roster and not signing up for the class. Member commented that this prefix is being used in a strange way.

Members were not objecting to the prefix itself, but to the housing in the provost's office, not University College and indicated if this were because a funding issue the funds should be reallocated.

Motion to amend the motion to provisionally approve the prefix with the caveat that this be reviewed in the fall after it's first offered. Motion to amend approved 12 to 4.

XONV member Bret Smith joined to speak on why the prefix is housed in the provost's office outside of University College. He explained that the prefix is scheduled as interdisciplinary to tackle current problems. This would be to see if there is more flexibility within the provost office rather than UC. DSC is in the academy and has its own committee serving as the college. Members brought up that there are many other University College courses that are interdisciplinary.

Motion to move to the end of the agenda.

➤ **AEE 490 Seminar in Agricultural and Extension Education – Approved**

Discussion: This course was presented by Shannon Pratt Phillips.

➤ **BAE 455/555 Seminar in Agricultural and Extension Education – Approved with Suggestions**

Discussion: This new course was presented by Shannon Pratt Phillips. Reviewer asked if the last sentence in the catalog description indicating environmental engineering may be misleading. If this is referring to BAE, member suggested indicating that. Member asked if the commas were all ors and asked that ST 371 be added along with an indication that these are pre-requisites.

- **BIT 482/582 Virus Biotechnology: Pathogens to Therapeutics – Approved**
Discussion: This new course was presented by Shannon Pratt Phillips.
- **PB 493 Plant Biology Supervised Undergraduate Research Experience – Approved**
Discussion: This course was presented by Shannon Pratt Phillips.
- **PB 495 Special Topics in Plant Biology – Approved**
Discussion: This course was presented by Shannon Pratt Phillips.
- **Brewing Science and Technology Minor – Approved**
Discussion: This new curricular action was presented by Shannon Pratt Phillips.
- **BME 491 Biomedical Engineering Honors Thesis I – Approved pending**
Discussion: This new course was presented by Kanton Reynolds. Member asked if it was possible for the credit hours to vary between one and three for a research course which would adjust the contact hours to 9 contact hours. Motion to amend the motion approved pending the update to the contact hours. Guest Lianne Cartee was asked if the credit hours should vary, which she responded they should not.
- **BME 492 Biomedical Engineering Honors Thesis II – Approved pending**
Discussion: This new course was presented by Kanton Reynolds pending the contact hours are adjusted to 9.
- **Nuclear Engineering – Approved**
Discussion: This curricular action was presented by Kanton Reynolds.
- **EDD Prefix – Approved**
Discussion: This new curricular action was presented by Rudi Seracino and introduced guest Laura Bottomley
- **14CSCBS-14CSCCYSEC Computer Science (BS) Cybersecurity – Approved**
Discussion: This curricular action was presented by Rudi Seracino.
- **Biomedical Engineering Honors Program – Approved**
Discussion: This new curricular action was presented by Rudi Seracino and introduced Lianne Cartee as the guest.
- **ENG 453 Studies in Nineteenth-Century British Literature – Approved**
Discussion: This course was presented by Catherine Driscoll.
- **FLL 211 Introduction to the French-speaking World – Approved**
Discussion: This new course was presented by Catherine Driscoll. Member asked about may having multiple instructors but not multiple sections. There can be multiple instructors per one offering.
- **IS 495 Advanced Special Topics in International Studies – Approved with Suggestion**
Discussion: This new course was presented by Catherine Driscoll. Member commented that the topic outline is extremely broad as are the evaluation methods. Suggestion to reconsider ranges.
- **LPS 304 Grant Writing – Approved with suggestion**
Discussion: This new course was presented by Catherine Driscoll. Member suggested making the topic outline 16 weeks.
- **LPS 308 Terrorism, Political Violence and the Public Response – Approved**
Discussion: This new course was presented by Catherine Driscoll.
- **PER 104 Elementary Persian II Conversation – Approved**
Discussion: This new course was presented by James Knowles.
- **PSY 432 Human Sexuality and Intimate Relationships – Approved**
Discussion: This new course was presented by James Knowles.

- **SW 307 Social Welfare Policy: Analysis and Advocacy – Approved**
Discussion: This course was presented by James Knowles.
- **SW 310 Human Behavior Theory for Social Work – Approved**
Discussion: This course was presented by James Knowles.
- **WGS 200 Introduction to Women's, Gender, And Sexuality Studies – Approved**
Discussion: This course was presented by James Knowles.
- **PRT 238 Diversity and Inclusion in Recreation and Sport – Approved**
Discussion: This course was presented by Lara Pacifici.
- **PRT 359 Organizational Leadership in Parks, Recreation, Tourism and Event Management – Approved**
Discussion: This course was presented by Lara Pacifici and introduced guest Kim Bush.
- **PRT 372 Risk Management in Parks, Recreation, Tourism and Event Management – Approved**
Discussion: This new course was presented by Lara Pacifici. Recommendation to put in ranges to future proof the course to guest Keith Howard.
- **PRT 451 Principles of Recreation Planning and Facility Development – Approved**
Discussion: This course was presented by Lara Pacifici.
- **15PRTBS-15PRTRPM Parks Recreation and Tourism Management (BS): Recreation and Park Management– Approved**
Discussion: This curricular action was presented by Lara Pacifici.
- **15PRTBS-15PRTEM Parks Recreation and Tourism Management (BS): Tourism and Event Management– Approved**
Discussion: This curricular action was presented by Lara Pacifici.
- **15PRTBS-15PRTPM Parks Recreation and Tourism Management (BS): Program Management– Approved**
Discussion: This curricular drop was presented by Lara Pacifici.
- **CBS 461/561 Principles of Collaboration and Team Science – Approved**
Discussion: This course was presented by Spencer Muse.
- **17BIOSCBS Biological Sciences (BS) – Approved**
Discussion: This curricular action was presented by Spencer Muse.
- **MUS 103 Theory and Musicianship I – Approved**
Discussion: This course was presented by Renee Harrington.
- **MUS 104 Theory and Musicianship Lab I – Approved**
Discussion: This course was presented by Renee Harrington.
- **MUS 120 Introduction to Music Theory – Approved**
Discussion: This course was presented by Renee Harrington. Member asked if the 16th week should be reserved for review but this is not a requirement, guest Tom Koch clarified what will be discussed in the final week.
- **MUS 153 Theory and Musicianship II – Approved**
Discussion: This course was presented by Renee Harrington.
- **MUS 154 Theory and Musicianship Lab II – Approved**
Discussion: This course was presented by Renee Harrington.
- **SLC 102 Building Community around Values-based Leadership – Approved with Suggestions**
Discussion: This new course was presented by Renee Harrington. Suggestion to adjustment to course length. Guest Debbie Acker spoke on the course. Seminar should be 1 contact hour and other should be contact hour.
- **SLC 202/ EI 202 CREATE: Carolina Regional Entrepreneurship Albright Team Experience I – Approved with Suggestion**

Discussion: This new course was presented by Peggy Domingue. Member asked about the consultation in the additional documentation below. Guest Michael Domeracki indicated he would be happy to include the consultation information.

➤ **SLC 203/ EI 203 CREATE: Carolina Regional Entrepreneurship Albright Team Experience II – Approved with Suggestions**

Discussion: This new course was presented by Peggy Domingue. Member suggested updating the “Fall create course” with the actual course created.

➤ **SLC/CBS 463/563 Leadership in Interdisciplinary Biomedical Sciences– Approved Pending**

Discussion: This course was presented by Peggy Domingue. The topic outline is in percentages, this is actually a part of the eval methods. A topic outline should be added based on the information in the syllabus. Motion amended to pending the addition of the topic outline and the review of the syllabus. Chair provided a summary of what can be put in the CIM record with ranges.

➤ **24MUM Music Minor – Approved**

Discussion: This curricular action was presented by Peggy Domingue.

Discussion returned to the SIP prefix. Motion to amend the motion to table the prefix until it is moved under university college like the course review. Members discussed the University College's purpose is for multiple disciplines and not wanting it under one college is not enough of a reason to not house the prefix in University College. The course for the summer will be suggested to the initiator as IPGE for the final CUE meeting.

Vote to table approved 13 approved to 2 abstentions.

Vote to table with the need for a fuller explanation as to why this should not be in University College, or transferring the prefix to be housed in university college.

Discussion:

Meeting adjourned: 2:44 PM.

Respectfully submitted by Lexi Hergeth

North Carolina State University
Routing for DASA or Graduate School Approval of Other Degree Program Actions

This request has been reviewed and approved by the appropriate campus committees and authorities.

Completed Proposal**Endorsed By:**

 Head, Department/Program 4/15/2021
Date

Recommended By:

 Chair, College Curriculum Committee 4/15/2021
Date

Endorsed By:

 College Dean 4/22/21
Date

Proposal moves to Undergraduate or Graduate office for routing**Recommended By:**

 Vice Provost, DELTA (if DE degree/certificate) Date

Recommended By:

 Chair, University Courses & Curricula Committee
 or Administrative Board of the Graduate School Date

Approved By:

 Dean, DASA or the Graduate School

Memorandum

To: University Courses and Curriculum Committee
From: Dr. Jason Swarts, Director of Undergraduate Programs in English
Re: Revision of the Journalism minor (16JOM)
Date: February 17, 2021

Overview

The English Department's minor in Journalism (16JOM) is our most popular by far. Since 2017, Journalism has had an average yearly enrollment of 69 students. And given the popularity of journalism courses for minors, English majors, Communication majors, and other students, our minors have sometimes had great difficulty getting enrolled in even the required courses. The changes proposed here aim to alleviate enrollment pressures and expand options in the journalism minor by taking advantage of other course development in the English Department.

Proposed effective date is May 2021.

Justification

ENG 281 (Creative Nonfiction) and ENG 381 (Creative Nonfiction Workshop) are two courses developed in recent years that offer students instruction in writing and editing that is appropriate for publishing issues-oriented, professional nonfiction. The courses are relevant to students minoring in Journalism and, in the past, have been approved as substitutes for minor requirements. The change outlined below makes ENG 281 and ENG 381 official parts of the minor.

We propose moving COM 267 from the category of "Required Courses" to "Electives." This change is practical in nature. COM 267 has recently been listed as "restricted" to Communication majors, but Journalism minors come from many different majors, including Communication. Although Communication does grant department approval for non-Communication majors to take ENG 267, those seats are limited. Making COM 267 an elective course will remove a bottleneck for students attempting to complete the Journalism minor's required classes while still getting some exposure to journalism in different media formats.

Along the same lines, we propose reducing the "Required Courses" from 12 credit hours to 9 credit hours. By reducing the required courses to 9 credit hours and adding the option of taking ENG 281, we make it easier for all Journalism minors to enroll in required coursework and complete their minors on time. This change will both alleviate enrollment pressure on ENG 214, ENG 316, and COM 267 while also adding the option for taking other writing courses that are important to journalistic pursuits in creative nonfiction.

Also in recent years, the English Department has added or revised courses that are now suitable as elective courses for Journalism minors. These courses (including ENG 317, and ENG 425) cover issues related to social media, online

information design, scientific and technical communication. Adding these courses to the list of “elective” courses increases relevant options for journalism minors.

Summary of Proposed Changes

Below is the official OUCC description of the Journalism minor (16JOM). Deletions are indicated with ~~red strikethrough~~. Additions are indicated with **blue text**.

Journalism (16JOM) - Edited

Description

The Department of English and the Department of Communication offer a minor in Journalism to N.C. State students, except English majors in the ~~Language, Writing and Rhetoric~~ **Rhetoric and Professional Writing** Concentration (~~16ENGLBA~~ 16ENGLLWR). The minor will provide coursework in writing and editing news and features for print and non-print media, as well as an introduction to the profession of journalism.

Requirements

- Completion of 15 credit hours of coursework at the 200 level or above as listed below.
- No more than two (2) courses (six (6) hours) of transfer credit
- Must have an overall GPA of 2.0 in the minor and may count no course grade lower than a ‘C-’.
- **Three (3)** ~~Four (4)~~ required courses and **two (2)** ~~one (1)~~ elective ~~course~~ **courses**.
- A maximum of two (2) courses may be used (double-counted) towards both departmental major requirements and minor requirements.

Required Courses (~~12-9~~ **credit hours**)

- ENG 214 Introduction to Editing OR ENG 417 Editorial and Opinion Writing
- ENG 316 Principles of News and Article Writing **OR ENG 281 Creative Nonfiction**
- ENG 416 Advanced News and Article Writing
- ~~COM 267 Electronic Media Writing: Theory and Practice~~

Elective ~~Courses~~**Group I (3 credit hours)**

Choose one (1) of the following courses:

- **COM 267 Electronic Media Writing: Theory and Practice**
- **ENG 317 Designing Networked Communication**

Elective Group II (3 credit hours)

Choose one (1) of the following courses:

- COM 421 Communication Law
- COM 431 Communication in Political Campaigns
- COM 441 Ethical Issues in Communication
- **ENG 281 Creative Nonfiction**
- ENG 350 Internship in Writing and Editing
- **ENG 381 Creative Nonfiction Writing Workshop**
- ENG 417 Editorial and Opinion Writing
- **ENG 425 Analyzing Scientific and Technical Writing**

Only open to Communication Majors

- COM 417 Advanced Topics in Communication and Race
- COM 447 Communication and Globalization
- COM 457 Media and Family
- COM 487 Internet and Society

Admission and Certification

Students interested in declaring a minor in Journalism should contact the minor coordinator listed below. The minor must be completed no later than the semester in which the student expects to graduate from his or her degree program.

Contact Person

Paul Isom

101 Tompkins Hall

205-617-4400

pcisom@ncsu.edu

SIS Code: 16JOM

Journalism (16JOM) - Clean

Description

The Department of English and the Department of Communication offer a minor in Journalism to N.C. State students, except English majors in the Rhetoric and Professional Writing Concentration (16ENGLWR). The minor will provide coursework in writing and editing news and features for print and non-print media, as well as an introduction to the profession of journalism.

Requirements

- Completion of 15 credit hours of coursework at the 200 level or above as listed below.
- No more than two (2) courses (six (6) hours) of transfer credit
- Must have an overall GPA of 2.0 in the minor and may count no course grade lower than a 'C-'.
- Three (3) required courses and two (2) elective courses.
- A maximum of two (2) courses may be used (double-counted) towards both departmental major requirements and minor requirements.

Required Courses (9 credit hours)

- ENG 214 Introduction to Editing OR ENG 417 Editorial and Opinion Writing
- ENG 316 Principles of News and Article Writing OR ENG 281 Creative Nonfiction
- ENG 416 Advanced News and Article Writing

Elective Group I (3 credit hours)

Choose one (1) of the following courses:

- COM 267 Electronic Media Writing: Theory and Practice

- ENG 317 Designing Networked Communication

Elective Group II (3 credit hours)

Choose one (1) of the following courses:

- COM 421 Communication Law
- COM 431 Communication in Political Campaigns
- COM 441 Ethical Issues in Communication
- ENG 281 Creative Nonfiction
- ENG 350 Internship in Writing and Editing
- ENG 381 Creative Nonfiction Writing Workshop
- ENG 417 Editorial and Opinion Writing
- ENG 425 Analyzing Scientific and Technical Writing

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Contact Person

Paul Isom

101 Tompkins Hall

205-617-4400

pcisom@ncsu.edu

SIS Code: 16JOM

Undergraduate Academic Programs - July 2008 (rev July 2012)

SIGNATURE PAGE FOR

Adding REL 380 to Religious Studies-Critical Methods Course List for 16RELSTBA


#

RECOMMENDED BY:

Michael J. Pendlebury, HEAD, Philosophy & Religious Studies

DATE

ENDORSED BY:



CHAIR, H&SS COURSES & CURRICULA COMMITTEE

DATE



H&SS DEAN

4/22/21

DATE

APPROVED BY:

DEAN, DIVISION OF ACADEMIC AND STUDENT AFFAIRS (DASA)

DATE

APPROVED EFFECTIVE DATE _____

To: CHASS Undergraduate Committee

University Courses and Curricula Committee

From: Dr. Michael Struett, Department Chair, Political Science

Dr. Steven Green, Director of Undergraduate Programs, Political Science

Date: April 7, 2021

Subject: Concentration Elective for 16PSBA-16PSINT

Please add:

PS 353, *Issues in Latin American and Caribbean Politics*, to the Concentration Elective – Regional Politics list for the Bachelor of Arts in Political Science with a concentration in International Politics.

This course covers political issues in the regional area of Latin America and the Caribbean. The impact of this revision will provide students the opportunity to explore another region's political development. This is beneficial as it expands the regions students can specialize in within our program.

To: CHASS Undergraduate Committee
University Courses and Curricula Committee

From: Dr. Michael Struett, Department Chair, Political Science
Dr. Steven Green, Director of Undergraduate Programs, Political Science

Date: April 7, 2021

Subject: Concentration Elective for 16PSBA

Please add PS 335, *International Law*, to the concentration elective list for the following academic plans/
sub-plans.

16PSBA 16PSLJ

This course covers topics around law and justice. The impact of this revision will provide students the opportunity to explore law beyond the scope of the United States. This is beneficial as we see an increase in students interested in international law.

CSC 298 Course Syllabus

CSC 298 – Introduction to Computer Science Research Methods

Catalog Description

Introduction to computer science research methods for first or second year Computer Science undergraduate students. Topics include creating research problems, reading research papers, conducting a literature review, designing research studies, qualitative and quantitative data analysis, communication of research findings, teamwork, and research directions. Students will work on teams to complete a mentored research proposal.

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[Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.](#)

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INSTRUCTOR INFORMATION

Name	Office Phone	Email	Office Location
Sasha Azad	TBD	sazad@ncsu.edu	TBD

Office Hours

TBD

Preferred Method of Communication

Email

Response Time

24 hours during weekdays and 48 hours during the weekends.

COURSE INFORMATION

Course Website: TBA

Course Credit Hours: 3

Meeting Time and Tool Used

This course meets TBD in TBD. In addition, you will attend a weekly research group meeting that is scheduled per group.

Prerequisites/Corequisites

none

General Education Program (GEP) Information

This course does not fulfill a General Education Program category.

GEP Category Fulfilled

None

GEP Corequisites

None

COURSE OVERVIEW

Catalog Description

Introduction to computer science research methods for first or second year Computer Science undergraduate students. Topics include creating research problems, reading research papers, conducting a literature review, designing research studies, qualitative and quantitative data analysis, communication of research findings, teamwork, and research directions. Students will work on teams to complete a mentored research proposal.

Structure

This is a 3-credit course for students interested in computing research. We expect you to spend approximately 9-10 hours/week on this course, including time spent doing research on your project and time in class. With this course, what you get out of it will be a function of what you put into it. As a student in this course, you must commit to the following:

1. Participation includes attending all classes and group meetings regularly and punctually.
2. To behave professionally toward your group members and the faculty and students who comprise the research group you collaborate with.
3. To complete the assigned work for the course in a timely fashion, and to "pull your weight" with all assigned group projects.
4. To keep an open line of communication between yourself, the members of your group, and the instructor. In particular, you must let the instructor know if any issues arise, as soon as they arise.
5. To balance your time to maintain success in your other courses, as well as in the CSC 298 course.

LEARNING OUTCOMES

At the end of the course, students will be able to

1. Identify and formulate computer science research questions that are specific, measurable, attainable, relevant, and time-bound.
2. Read a research paper and identify the research question/goal, methods used, and key results
3. Search databases to identify papers related to a research question
4. Design a study to answer a research question
5. Identify appropriate qualitative and/or quantitative data analysis techniques to answer a given research question
6. Communicate effectively about computing research through delivering an audience-sensitive oral presentation and writing an audience-sensitive research proposal
7. Plan and monitor the progress of developing a research proposal through goal setting and activity logging
8. Discuss potential computer science research areas and career pathways
9. Contribute as an effective member on a team

COURSE MATERIALS

Required Textbook and/or Software

None

Optional Materials

None

TECHNOLOGY REQUIREMENTS

Hardware

NC State's Online and Distance Education provides [technology requirements and recommendations](#) for computer hardware.

Software

- > [Moodle and Wolfware](#)
 - [Moodle Accessibility Statement](#)
 - [Moodle Privacy Policy](#)
 - [NC State Privacy Policy](#)
- > [Adobe Reader](#) (for reading PDF files)
 - [Accessibility Statement](#)
 - [Adobe Privacy Policy](#)
- > [Zoom](#):
 - [Zoom Accessibility Statement](#)
 - [Zoom Privacy Policy'](#)
- > [Google Docs](#) (through NC State)
 - [Google Docs Accessibility Statement](#)
 - [Google Docs Privacy Policy](#)
- > [Piazza](#)
 - [Piazza Accessibility Statement](#)
 - [Piazza Privacy Policy](#)

Students use Moodle to access course material and submit their coursework. Students need access to Adobe Reader to read some of the course materials. Furthermore, students need to be able to participate in online meetings through Zoom. Students use Google docs to complete their homework assignments. Piazza is for online discussions.

Minimum Computer and Digital Literacy Skills

Students should be able to:

- > Obtain regular access to a reliable internet connection

- > Proficient typing and word processing skills (MS Word, text editors, Google Docs)
- > Ability to use online communication tools, such as email (create, send, receive, reply, print, send/receive attachments), discussion boards (read, search, post, reply, follow threads), chats, and messengers.
- > Download and upload attachments
- > Knowledge of copy/paste and use of spell check
- > Use computer networks to locate and store files or data
- > Internet skills and ability to perform online research using various search engines and library databases. Visit [Distance Learning Services](#) at NC State Libraries for more information.
- > Properly cite information sources using MLA format

NETIQUETTE

Students should be aware that their behavior impacts other people, even online. I hope that we will all strive to develop a positive and supportive environment and will be courteous to fellow students and your instructor. Due to the nature of the online environment, there are some things to remember when taking an online course and engaging with others.

Tips for Success:

- > **Do:** Follow the same standards of behavior that you subscribe to offline. Keep in mind that all online communication is documented and therefore permanent.
- > **Don't:** Flame others in discussion forums. Flaming is the act of responding in a highly critical, sarcastic, or ridiculing manner – especially if done on a personal level. Remember that these discussions are meant for constructive exchanges and learning!

- > **Do:** Ensure you are responding to forums by the due date, in order to leave time for peers to comment on your response.
- > **Don't:** Go for long periods of time without communicating to your instructors or classmates. It is important to stay a part of the online community!

- > **Do:** Remember to read over your posts before selecting "Submit."
- > **Don't:** Use slang, poor grammar, and other informal language in discussion forums or email messages to instructors or classmates.

GRADING

Grading Policy

Grade Item	Percentage	Description
Class participation and punctuality	5%	You must attend each class on time, and participate actively in the class activities. You will receive a score of 2 (present, on time, actively participating), 1 (present, on time, but not

		actively participating OR present and actively participating but late), or 0 (absent or late and not actively participating) for each class period. Your lowest two class participation score will be dropped. This means you can miss two classes with no penalty as long as you are on time and participating in all the others. After that, absences, late arrival, or lack of participation will start affecting your grade. If you have an emergency or an extended illness, please contact the instructor as soon as possible.
Research Group Meeting Attendance	5%	Each week (starting in week 3, probably) you will be expected to attend a group meeting with your faculty mentor/research group. One person in each group will be designated as the attendance taker. You will receive credit for attendance if you are on time and stay the full time. Your research team must keep the attendance sheet up to date. You may miss up to one research meeting without penalty. Research teams will be assigned based on schedule availability; you may work with your assigned research group to arrange an alternative meeting time as needed throughout the remainder of the semester.
Log Maintenance	10%	Throughout the semester, you will be expected to keep a regular log of you and your team's research activities. You and your team must rotate responsibility to keep this log updated. The teaching staff will check your team's log once per week (usually on Fridays), and you will receive a score of 2 (log up to date and complete), 1 (log partially up to date, or incomplete), or 0 (log not updated) for the week. Your team's lowest log grade will be dropped. Individuals lacking contribution may have lower grades.
Homework Assignment Completion	15%	There will be a homework assignment that must be completed before class for most class periods. This includes drafts of the major deliverables. This homework will be graded on a three-point scale: 2 (homework thoughtfully completed and on time), 1 (homework lacking, or completed at most 3 days after the deadline), 0 (homework not done). Your lowest two homework scores will be dropped.
Contribution to Your Research Group	5%	Several times during the semester, the instructor will ask each person to judge the contribution of each of the other members of their group based on team activities. From this information, teaching staff observations, and feedback from research mentors over the semester, the instructor will make

		a determination about each person's individual contribution to the team. In a healthy team, everyone will get full marks here.
Data Presentation	20%	The data presentation is one of the major deliverables for the semester. This individual 5 minute presentation should introduce your chosen dataset and which question you chose to answer as well as the methods used to analyze your data. The data submission will be graded upon submission. (Grades on early drafts will be factored into your homework score.)
Project Proposal	20%	The project proposal is one of the major deliverables for the semester. This proposal should be on a topic of interest that members of your assigned research lab would be able to help you and your team develop. A typical proposal will include both research questions, a description of the current work in the area, as well as potential methods for studying the chosen topic. The final submission will be graded at the end of the semester. (Grades on early drafts will be factored into your homework score).
Final Presentation	20%	The final 10-12 minute team presentation on your proposed research project is the other major deliverable. It will be given during the final exam.

The instructor will use point values assigned to each element to produce a weighted score at the end of the semester. Final letter grades will be assigned based upon your total weighted scores (X) using the following scale:

Grading Scale

This course uses this grading scale:

Low	Letter	High
97 ≤	A+	≤ 100
93 ≤	A	< 97
90 ≤	A-	< 93
87 ≤	B+	< 90
83 ≤	B	< 87
80 ≤	B-	< 83
77 ≤	C+	< 80

73 ≤	C	< 77
70 ≤	C-	< 73
67 ≤	D+	< 70
63 ≤	D	< 67
60 ≤	D-	< 63
0 ≤	F	< 60

Requirements for Credit-Only

If you are taking this course for credit only, a grade above C - is needed to pass. Conversion from letter grading to credit only (S/U) grading is subject to university deadlines. Refer to the Registration and Records calendar for deadlines related to grading. For more details refer to <http://policies.ncsu.edu/regulation/reg-02-20-15>.

COURSE SCHEDULE

Logs are due weekly on Fridays at noon.

Research group meetings are scheduled outside of class between team members and research mentors. Groups are expected to meet weekly.

Week	Date Range	Topic
Week 1	Aug 16-Aug 20	Program overview and expectations
		Invited Talks: Theory & Systems People & Applications (HCI/Ed)
Week 2	Aug 23-Aug 27	Effective teamwork/team building
		Homework 1 - Research Topic: Due at the start of class Reading research papers
Week 3	Aug 30-Sep 3	Defining problems, part 1
		Defining and communicating problems
Week 4	Sep 6-Sep 10	Learning on your own
		Homework 2 - Research Question: Due at the start of class Literature searching
Week 5	Sep 13-Sep 17	Invited Talk: Library Team
		Writing a research proposal

Week 6	Sep 20-Sep 24	Group meetings/work time
		Homework 3 - Literature Review: Due at the start of class Experiments in computer science
Week 7	Sep 27-Oct 1	Reflection/Proposal feedback/Group work
		Research ethics/responsible conduct of research
Week 8	Oct 4 - Oct 8	Fall Break
		Intro to computer science data & biases; Qualitative & Quantitative; Invited Talk: Qualitative Research
Week 9	Oct 11- Oct 15	Invited Talks: Quantitative methods. Data, basic statistics, hypothesis testing
		Homework 4 - Research Methods: Due at the start of class Students work on their data processing part of the mini projects
Week 10	Oct 18- Oct 22	Invited Talk: Data Visualization; Visualization Tools & Tutorials
		Data presentation: Due at the start of class Data presentations
Week 11	Oct 25- Oct 29	Develop detailed analysis plan using data
		Group meetings (work on analysis)
Week 12	Nov 1- Nov 5	Group meetings
		Data presentations
Week 13	Nov 8- Nov 12	Group meetings
		The peer review process/Peer review practice
Week 14	Nov 15-Nov 19	Peer reviewing in the “real world”
		Homework 5 - Draft Proposal: Due at the start of class Peer review workshop
Week 15	Nov 22-Nov 26	Demystifying Grad School, ABM, research careers (Inviting a research from industry)?
		Oral communication
Week 16	Nov 29	Wrap up/reflection/custom topics
Final exam period	Dec 2-Dec 8	Project Proposal: Due at the start of the exam period Proposal Presentations

Please note: course schedule is subject to change. Students will be notified via email of schedule changes.

COURSE POLICIES

Electronically-Hosted Course Components

Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.

Late Assignments

The late assignment policy is specified in the grading section for each grading component.

Incomplete Grades

If an extended deadline is not authorized by the instructor or department, an unfinished incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an incomplete grade is the responsibility of the student. The university policy on incomplete grades is located at <http://policies.ncsu.edu/regulation/reg-02-50-3>.

Attendance and Participation

One team member each week will record students' attendance in the weekly meetings. They will share student attendance with course instructors/TAs before the first class period of each week concerning the most recent meeting before then. Excused absences do not count against the attendance requirement; however, more than 4 excused absences may impact student involvement with the course and would require a discussion with the instructor. Students can have up to 2 unexcused lab meetings per semester. Unexcused absences beyond this limit start affecting the 5% lab attendance grade. Six unexcused absences is an automatic failure in the course.

For complete attendance and excused absence policies, please see <http://policies.ncsu.edu/regulation/reg-02-20-03>

Classwork make up policy will be determined by the instructor on a case by case basis and may require an alternative assignment depending on the situation.

UNIVERSITY POLICIES

Academic Integrity and Honesty

Students are required to comply with the university policy on academic integrity found in the [Code of Student Conduct](#). Therefore, students are required to uphold the university pledge of honor and exercise honesty in completing any assignment.

Please refer to the [Academic Integrity](#) web page for a detailed explanation of the University's policies on academic integrity and some of the common understandings related to those policies.

Violations of academic integrity will be handled in accordance with the Student Discipline Procedures ([NCSU REG 11.35.02](#))

All work in CSC 298 is expected to be you or your team's own work. You must cite appropriately any resources that you use to support your work.

Additional NC State Rules and Regulations

Students are responsible for reviewing the NC State University PRR's which pertains to their course rights and responsibilities:

- > [Equal Opportunity and Non-Discrimination Policy Statement](#) and [additional references](#)
- > [Code of Student Conduct](#)
- > [Grades and Grade Point Average](#)
- > [Credit-Only Courses](#)
- > [Audits](#)

Students with Disabilities

Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the [Disability Resource Office](#) at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653 . For more information on NC State's policy on working with students with disabilities, please see the [Academic Accommodations for Students with Disabilities Regulation \(REG02.20.01\)](#)

Trans-Inclusive Statement

In an effort to affirm and respect the identities of transgender students in the classroom and beyond, please contact me if you wish to be referred to using a name and/or pronouns other than what is listed in the student directory.

Basic Needs Security

Any student who faces challenges securing their food or housing or has other severe adverse experiences and believes this may affect their performance in the course is encouraged to notify the

professor if you are comfortable in doing so. Alternatively, you can contact the Division of Academic and Student Affairs to learn more about the Pack Essentials program <https://dasa.ncsu.edu/pack-essentials/>

COURSE EVALUATIONS

ClassEval is the end-of-semester survey for students to evaluate instruction of all university classes. The current survey is administered online and includes 12 closed-ended questions and 3 open-ended questions. Deans, department heads, and instructors may add a limited number of their own questions to these 15 common-core questions.

Each semester students' responses are compiled into a ClassEval report for every instructor and class. Instructors use the evaluations to improve instruction and include them in their promotion and tenure dossiers, while department heads use them in annual reviews. The reports are included in instructors' personnel files and are considered confidential.

Online class evaluations will be available for students to complete during the last two weeks of the semester for full semester courses and the last week of shorter sessions. Students will receive an email directing them to a website to complete class evaluations. These become unavailable at 8am on the first day of finals.

- > Contact ClassEval Help Desk: classeval@ncsu.edu
- > [ClassEval website](#)
- > [More information about ClassEval](#)

SYLLABUS MODIFICATION STATEMENT

Our syllabus represents a flexible agreement. It outlines the topics we will cover and the order we will cover them in. Dates for assignments represent the earliest possible time they would be due. The pace of the class depends on student mastery and interests. Thus minor changes in the syllabus can occur if we need to slow down or speed up the pace of instruction. Notifications of schedule changes will be sent via email.

ECE 411 Course Syllabus

ECE 411 – Introduction to Machine Learning

Section 001

Fall 2021

3 Credit Hours

Course Description

Learning from experience is one of the hallmarks of intelligence. Machine learning is the study of computer algorithms that improve automatically through experience. Machine learning, a subfield of artificial intelligence (AI), has achieved remarkable progress over the past decade, especially in deep learning. This course introduces fundamental concepts and algorithms that are vital for understanding state-of-the-art and cutting-edge development toward the next wave of AI. This course also exposes students to real-world applications via well-guided homework programming problems, as well as group projects. Topics include, but are not limited to regression, classification, support vector machines, boosting, crossvalidation, and deep neural networks.

Learning Outcomes

- Explain basic concepts and underlying working principles of machine learning algorithms such as linear and logistic regressions, maximum likelihood estimation, and expectation-maximization.
- Derive and implement standard machine learning algorithms such as linear and logistic regressions from basic principles.
- Explain the pros and cons of common classical machine learning algorithms.
- Identify the correct machine learning tool for solving a particular kind of problem.
- Use off-the-shelf machine learning packages to address real-world machine learning problems, e.g., examples adapted from Kaggle competitions.
- Explain the key merits and application domains of a few exemplar cutting-edge algorithms like deep neural networks.

Course Structure

The course consists of two 75-min lectures and one 50-min discussion section per week. A teaching assistant will lead the discussion section, covering practice problems and answering questions from students. There will be weekly homework assignments that contains both written problems and programming problems, midterm exams, and one final exam. Programming will be in Python, R, or Matlab. Students are expected to be able to write computer programs and have mathematical maturity in probability theory (e.g., have taken ST371/370) and before taking the course. A linear algebra course such as MA305/405 is recommended while taking the course.

Instructors

Dr. Chau-Wai Wong (cwong9) - *Instructor*

Email: chauwai.wong@ncsu.edu

Web Page: <https://people.engr.ncsu.edu/cwong9/>

Phone: (919) 515-5202

Office Location: 2072 Engineering Building II

Office Hours: TuTh 4:30 - 5:30 pm

Jisoo Choi (jchoi23) - *Teaching Assistant*

Email: jchoi23@ncsu.edu

Phone: (919) 515-5202

Office Location: 2095 Engineering Building II

Office Hours: TuTh 3:30 - 4:30 pm

Course Meetings

Lecture

Days: MW

Time: 4:30pm - 5:45pm

Campus: Centennial

Location: 1226 EB2

This meeting is required.

Discussion

Days: H

Time: 2pm - 2:50pm

Campus: Centennial

Location: 1226 EB2

This meeting is required.

Course Materials

Textbooks

Deep Learning - I. Goodfellow, Y. Bengio, A. Courville

Edition: 2016

Web Link: <https://www.deeplearningbook.org/>

Cost: 0

This textbook is required.

Introduction to Statistical Learning with Applications in R (ISLR) - G. James, D. Witten, T. Hastie and R. Tibshirani

Edition: 2013

Web Link: <https://www.statlearning.com/>

Cost: 0

This textbook is required.

The Elements of Statistical Learning (ESL) - T. Hastie, R. Tibshirani, J. Friedman

Edition: 2017

Web Link: <https://web.stanford.edu/~hastie/ElemStatLearn/>

Cost: 0

This textbook is required.

Probability and Statistics for Engineering and the Sciences - J. L. Devore

Edition: 9

Cost: 32

This textbook is optional.

Probability, Statistics, and Random Processes for Electrical Engineering - A. Leon-Garcia

Edition: 3

Cost: 74.99

This textbook is optional.

Machine Learning: A Probabilistic Perspective - K. P. Murphy

Edition: 2012

Cost: 58.58

This textbook is optional.

Expenses

None.

Materials

None.

Requisites and Restrictions

Prerequisites

(ECE 301 or ISE 361 or MA 341 or CSC 316) and (ST 370 or ST 371)

Co-requisites

None.

Restrictions

Students may not receive credit for both CSC 422 and ECE 411.

Transportation

This course will not require students to provide their own transportation. Non-scheduled class time for field trips or out-of-class activities is NOT required for this class.

Safety & Risk Assumptions

None.

Grading

Grade Components

Component	Weight	Details
Homework	40	Homework assignments that contains both written problems and programming problems.
Multiple exams	40	Two midterm exams.
Final Exam	20	One final exam.

Letter Grades

This Course uses Standard NCSU Letter Grading:

97 ≤ **A+** ≤ 100

93 ≤ **A** < 97

90 ≤ **A-** < 93

87 ≤ **B+** < 90

83 ≤ **B** < 87

80 ≤ **B-** < 83

77 ≤ **C+** < 80

73 ≤ **C** < 77

70 ≤ **C-** < 73

67 ≤ **D+** < 70

63 ≤ **D** < 67

60 ≤ **D-** < 63

0 ≤ **F** < 60

Requirements for Credit-Only (S/U) Grading

In order to receive a grade of S, students are required to take all exams, complete all assignments, and earn a grade of C- or better. Conversion from letter grading to credit only (S/U) grading is subject to university deadlines. Refer to the Registration and Records calendar for deadlines related to grading. For more details refer to <http://policies.ncsu.edu/regulation/reg-02-20-15>.

Requirements for Auditors (AU)

Information about and requirements for auditing a course can be found at <http://policies.ncsu.edu/regulation/reg-02-20-04>.

Policies on Incomplete Grades

If an extended deadline is not authorized by the instructor or department, an unfinished incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an incomplete grade is the responsibility of the student. The university policy on incomplete grades is located at <http://policies.ncsu.edu/regulation/reg-02-50-3>.

Late Assignments

All assignments must be turned in at the beginning of class on the date they are due. A penalty of 20 out of 100 pts per day will be assessed for all homework assignments turned in late. You are expected to turn in your assignments on time for any anticipated absences that you will have so please plan accordingly. Emergency or unanticipated absences will be handled on a case by case basis.

There will be no make-up homework assignment, project, or exam. Grades for an missing item with valid excuses and documentation will be estimated using the grades of other available items in the same category.

Students who believe they have valid excuses to miss an assignment, project, or exam must comply with University Attendance Regulations REG 02.20.03 on NC State's website.

Attendance Policy

For complete attendance and excused absence policies, please see <http://policies.ncsu.edu/regulation/reg-02-20-03>

Attendance Policy

Attendance/Absence Policy (see Attendance Regulation NCSU REG 02.20.03 at <http://policies.ncsu.edu/regulation/reg-02-20-03>).

Absences Policy

Excuses for unanticipated absences must be presented to the instructor within one week after the return to class.

Makeup Work Policy

None.

Additional Excuses Policy

None.

Academic Integrity

Academic Integrity

Students are required to comply with the university policy on academic integrity found in the Code of Student Conduct found at <http://policies.ncsu.edu/policy/pol-11-35-01>

Violations of academic integrity will be handled in accordance with the Student Discipline Procedures (NCSU REG 11.35.02).

Honor Pledge

Your signature on any test or assignment indicates "I have neither given nor received unauthorized aid on this test or assignment."

Digital Course Components

Students may be required to disclose personally identifiable information to other students in the course, via digital tools, such as email or web-postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.

Digital Course Components: Discussions board on Piazza [Link]

Students with Disabilities

Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation (REG02.20.01) (<https://policies.ncsu.edu/regulation/reg-02-20-01/>).

Non-Discrimination Policy

NC State provides equal opportunity and affirmative action efforts, and prohibits all forms of unlawful discrimination, harassment, and retaliation ("Prohibited Conduct") that are based upon a person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, gender identity, genetic information, sexual orientation, or veteran status (individually and collectively, "Protected Status"). Additional information as to each Protected Status is included in NCSU REG 04.25.02 (Discrimination, Harassment and Retaliation Complaint Procedure). NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-05> or <https://oied.ncsu.edu/divweb/>. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 919-515-3148.

Trans-Inclusive Statement

In an effort to affirm and respect the identities of transgender students in the classroom and beyond, please contact me if you wish to be referred to using a name and/or pronouns other than what is listed in the student directory.

Basic Needs Security

Any student who faces challenges securing their food or housing or has other severe adverse experiences and believes this may affect their performance in the course is encouraged to notify the professor if you are comfortable in doing so. Alternatively, you can contact the Division of Academic and Student Affairs to learn more about the Pack Essentials program <https://dasa.ncsu.edu/pack-essentials/>

Syllabus Modification Statement

Our syllabus represents a flexible agreement. It outlines the topics we will cover and the order we will cover them in. Dates for assignments represent the earliest possible time they would be due. The pace of the class depends on student mastery and interests. Thus minor changes in the syllabus can occur if we need to slow down or speed up the pace of instruction.

Course Schedule

NOTE: The course schedule is subject to change.

Lecture MW 4:30pm - 5:45pm — Lectures — 08/16/2021 - 11/29/2021

Class #	Topic	Readings	Assignment
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1	Intro to machine learning	ISLR Ch1–2	HW1
2	Classification (overview)	ISLR Ch4	
3	Regression function, Conditional expectation	ISLR Ch2; Devore 3.3, 4.2, 2.4; Leon 3.2, 5.7	HW2
4	Curse of dimensionality, Model accuracy	ISLR Ch2; Devore CH6	
5	Bias-variance decomposition	ISLR Ch3	HW3
Regression			
6	Review of linear algebra; Matrix-vector form	ESL 3.2	
7	Linear statistical model	ISLR CH3, Devore 7.1, 8.1, 8.3	HW4
8	Linear statistical model (cont'd)		
9	Feature selection; Regularization	ISLR Ch3; 6.2	HW5
10	Kernel regression	Murphy 14.7.4	Project 1
Classification			
11	Logistic regression	ISLR Ch4, ESL 4.4	HW6
12	Linear discriminant analysis (LDA)	ISLR 4.4, Leon 6.3.1, 6.4	
13	Error metrics: FPR, FNR, ROC (AUC, EER)	ISLR 4.4.3, Murphy 5.7.2.1	HW7
14	Exam guide; Naive Bayes; Logistic vs. LDA	ESL 6.6.3, Murphy 3.5; ISLR 4.5	
15	MLE, Invariance principle; MAP estimator	Devore 6.2	
16	Midterm		Project 1 due in 1 week
Resampling and Boosting Methods			
17	Cross-Validation	ISLR 5.1	
18	Cross-Validation (cont'd)		HW8, Project 2
19	Bootstrap	ISLR 5.2	
20	Boosting (overview)	ISLR Ch8	HW9
Machine Learning Applications			
21	Support vector machines	ISLR Ch9	
22	Support vector machines (cont'd)		HW10
23	Deep neural network fundamentals	ESL 11.3–8, Goodfellow Ch6–9	
24	Gradient descent, Backpropagation	Goodfellow Ch6	Project 2 due in 1 week
25	Modern CNN architectures		
26	Autoencoders; Self-supervised	Goodfellow Ch14	HW11
Unsupervised learning (if time permits)			
27	PCA	ISLR 10.2	
28	K-Means	ISLR 10.3	
29	Review for final exam		

HESM 316
Outdoor Education Pedagogy Syllabus, Fall 2022

Instructor: Dr. Tommy Holden
Office: 1172D Wellness and Recreation Center
Office phone: N/A- Email is best
Email: Tommy_Holden@ncsu.edu
Office hours: M -11:30-12:30, by appointment and by email
Credit hours: Three (3)
Class meeting: Monday -12:50-2:40pm
Course prerequisites: None (HESO 255, HESO 257, HESO 258 and HESM 315 recommended)
Course website: <https://wolfware.ncsu.edu/>
Trip dates: **October 14-16, October 28 & 29, and November 18 & 19, 2022.**

Required Text: Course packet: HESM 316 Backcountry Instruction Methodology, (2014). The course pack is available at the NC State University bookstore (~\$15) or available for free download at the course website.

Optional Texts:

1. Wagstaff, M. & Attarian, A. (Eds.), (2009). *Outdoor adventure technical skills: A curriculum guide*. Champaign, IL: Human Kinetics. \$62.00.
2. Cain, J. & Jolliff, B. (1998). *Teamwork & Teamplay: A Guide to Cooperative, Challenge, and Adventure Activities That Build Confidence, Cooperation, Teamwork, Creativity, Trust, Decision Making, Conflict Resolution, Resource Management, Communication, Effective Feedback and Problem Solving Skills*. Dubuque, Iowa: Kendall/Hunt. \$42.00.
3. Rohnke, K. (1984). *Silver Bullets: A Guide to Initiative Problems, Adventure Games and Trust Activities*. Dubuque, Iowa: Kendall/Hunt. \$37.95.

Course Description: Techniques for teaching outdoor skills and activities are covered including teaching and learning styles, lesson planning, classroom management and risk management. Emphasis is placed on presentations of skills instruction for outdoor educators. Students will make numerous outdoor activity presentations, including a student-led group presentation. Students will also evaluate and provide feedback for classmates. Students must participate in two required weekend field trips and a one-day group project at the NC State instructional climbing center. Additional charge assessed for the field trips.

- Students must pay a **\$175 charge**, which will cover the cost for equipment, food, camping, travel and access charges by the third week of class. All payments are made via credit card online at <https://commerce.cashnet.com/NCSUHES> under the “Outdoor” tab. Note: you may pay for multiple class charges at one time. You may also either create an account or simply continue as a ‘guest’.

Academic Minors in the Department of Health and Exercise Studies: The Department of Health and Exercise Studies (HES) offers five (5) academic minors including Outdoor Leadership, Coaching Education, Sport Science, Dance and Health. More information about all classes and programs offered within the department can be found at <https://hes.dasa.ncsu.edu>.

Health Information Statement: Physical activities in this class are considered moderate to vigorous and are considered limited contact. The NC State Department of Health and Exercise Studies supports the development and improvement of physical health, while doing so safely. If you have a known medical condition that could be adversely affected by participating in the typical activities of this class, please contact your usual physician for recommendations about how to participate safely or whether it is more appropriate to choose a different Health and Exercise Studies course. If your physician has provided you with recommendations to modify participation in this class, please share those recommendations with the instructor within the first week of class, if possible. If you are not certain whether you have a medical condition that puts you at risk for participation in this class or have a medical condition and cannot access your usual physician in a timely manner for recommendations for safe participation, consider making an appointment at Student Health to discuss your concerns (appointment number is 919.515.7107 or book on-line at healthweb.ncsu.edu).

Course and Student Learning Outcomes

By the end of this course, students will be able to:

1. Organize and execute a lesson plan for an outdoor activity presentation.
2. Identify three types of objectives (cognitive, affective and psychomotor).
3. Identify and demonstrate ability to write student learning outcomes and measure the outcomes in a lesson plan.
4. Identify a variety of teaching and learning styles used to meet the needs of the different learners.
5. Execute proper classroom setup and class management for an outdoor activity presentation.
6. Execute proficiency in skill demonstrations used for instruction.

Grading:

- **Lesson plans- 15%-** Students will be required to complete lesson plans (3 x 5%) for each of their three (3) presentation topics as outlined by the lesson plan in the course pack.
- **Presentations- 45%-** Students will be evaluated on their performance of three (3 x 15%) presentations on selected adventure skills or information lectures. The first presentation will be an icebreaker, teamwork or team play activity 10-15 minutes in length. On the field trip all students will present either a skill demonstration and/or an information lesson no longer than 15 minutes in length. Students will be graded using the presentation evaluation criteria in the course pack.
- **Group Facilitation Project- 20%-** Students will lead a rock climbing activity for a group of participants from campus at the NC State instructional climbing center. You and your group will prepare and implement a lesson plan for a 2-hour climbing program to participants with a varying degree of knowledge of rock climbing. Students will be graded using the presentation evaluation criteria in the course pack.
- **Written Final Exam- 20%-** Students will be expected to demonstrate their knowledge of the material in the course pack covered in class.

Late Assignments- Five points will be deducted from the assignment's final grade for first day the assignment is late. An additional two points per day will be deducted off the assignment's final grade for every day thereafter. Assignments will not be accepted one week past the due date.

Attendance:

Students are expected to attend all classes and to arrive and leave at the scheduled times. The instructor will adhere to the university attendance policy. In case of an excused absence, the student will be allowed to make up any written work missed within one week of returning to class. Students are responsible for submitting such work and for scheduling make-up exams with the instructor.

See <http://policies.ncsu.edu/regulation/reg-02-20-03> for more information.

- Each student is permitted **ONE unexcused** absence.
- Each unexcused absence after the first will result in a **10-point grade deduction** off of the final grade.
- Excused absences must be justified with official documentation. **Documentation must be presented the day you return to class!** Otherwise, the absence will stand as unexcused.
- **Three (3)** or more total absences (excused or unexcused) will result in a grade of "F" or "U" for the course.
- Students entering class after the roll is taken will be considered late to class. **Two "lates" will equal one absence.**
- Anyone texting or using a cell phone during class time will be asked to leave class and will be marked **absent**.
- Students are required to participate in the field trip experience regardless of other commitments, jobs, and course loads. If you do not have time to do so, please consider taking the course at another time.

Grading Scale

Each student has the option of taking the class for a letter grade (+/-), credit only, or audit.

97 - 100 = A+	93 - 96.99 = A	90 - 92.99 = A-
87 - 89.99 = B+	83 - 86.99 = B	80 - 82.99 = B-
77 - 79.99 = C+	73 - 76.99 = C	70 - 72.99 = C-
67 - 69.99 = D+	63 - 66.99 = D	60 - 62.99 = D-

For Outdoor Leadership Minor students: You must take the class for a letter grade and must receive a "C-" or better if you are enrolled in the Outdoor Leadership Minor.

Requirements for Credit Only: In order to receive a grade of S, students are required to take all exams and quizzes, complete all assignments, and earn a grade of C- or better. Conversion from letter grading to credit only (S/U) grading is subject to university deadlines. Refer to the Registration and Records calendar for deadlines related to grading.

Note: The student is responsible for requesting credit only grading on MyPack Portal by the University deadline. Academic Calendar: <https://studentservices.ncsu.edu/calendars/academic/>

Requirements for Auditors: Audit students must attend all classes except written exams and will be allowed five absences before NR will be recorded as a final grade. For more details refer to: <http://policies.ncsu.edu/regulation/reg-02-20-04>

Incomplete Grades: <http://policies.ncsu.edu/regulation/reg-02-50-03>

Incomplete grades will be assigned only if unavoidable and unforeseen events occur, such as a medical emergency, preventing the student from completing a course requirement before the final grades are submitted. Incompletes must be made up before the end of the next regular semester in which the student is enrolled and in no case may be made up more than 12 months after the end of the semester in which the IN is awarded, unless the teacher or department offering the course is not able to provide the student with an opportunity to make up incomplete work, in which case the period can be extended. Make up work is to be limited to accomplishing the work not completed.

Online class evaluations will be available for students to complete during the last 2 weeks of semester. Students will receive an email message directing them to a website where they can login using their Unity ID and complete evaluations. All evaluations are confidential; instructors will not know how any one student responded to any question, and students will not know the ratings for any instructors. <https://oirp.ncsu.edu/classeval/for-students/>

Electronic Hosted Course Components: Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.

Communicating technical problems

If you experience technical problems with this website or Moodle, please contact the Help Desk at 919-513-7094, email the help desk, or visit the Help Desk website at learntech@ncsu.edu.

General Information Form and Medical Form: These forms are in your course packet and on the course website. They must be completed and turned into the instructor by the second class meeting. Students will not be able to go on the field trip experiences unless all forms are completed and turned in.

Equipment: NCSU will have the following gear available for student use: tent, sleeping bag w/ stuff sac, sleeping pad, dry bags, paddles, PFD's, canoes, climbing equipment and backpacks. The student is responsible for any equipment checked out in his/her name. **Students will be responsible for personal clothing.** Students will be able to use personal gear as long as it gets approved by instructor prior to the field trip.

Dress: Students are expected to attend class in appropriate attire. When we are outside, dress for the weather. There is always a possibility of getting wet, so plan accordingly. Plan on being active and possibly getting dirty.

Meeting Area: We will meet week two in the pool for a swim test and then proceed to a classroom. The remainder of classes will meet in the scheduled classroom. If the location changes I will notify you by email.

General Information:

1. **Academic Integrity:** For all written assignments, students will be expected to adhere to the **University Honor Code**: “I have neither given nor received unauthorized aid on this test or assignment.” It is the understanding and expectation of the instructor that the student’s signature on any test or assignment means that the student neither given nor received unauthorized aid. Consult the university website:
<http://policies.ncsu.edu/policy/pol-11-35-01>
2. **Students with Disabilities:** Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office (<https://dro.dasa.ncsu.edu/>) at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653. For more information on NC State’s policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation (REG02.20.01) <https://policies.ncsu.edu/regulation/reg-02-20-01/>
3. **Non-Discrimination Statement:** NC State University provides equality of opportunity in education and employment for all students and employees. Accordingly, NC State affirms its commitment to maintain a work environment for all employees and an academic environment for all students that is free from all forms of discrimination. Discrimination based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is a violation of state and federal law and/or NC State University policy and will not be tolerated. Harassment of any person (either in the form of quid pro quo or creation of a hostile environment) based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation also is a violation of state and federal law and/or NC State University policy and will not be tolerated. Retaliation against any person who complains about discrimination is also prohibited. NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-05> or http://www.ncsu.edu/equal_op/. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Institutional Equity and Diversity (OIED) <https://oied.ncsu.edu/divweb/equity/>.
4. Student Ombuds: <https://ombuds.dasa.ncsu.edu/>
5. Due to the nature of the activities in this class, it may be necessary for safety reasons to have some amount of physical contact occur to assist in acquiring the proper form/technique. The students should inform the instructor if they do not want any physical contact to assist in acquiring the proper form/technique.
6. Every fitness activity has certain inherent risks, and regardless of precautions taken it is impossible to ensure total safety. Adhere to all safety guidelines to reduce your risk of injury.
7. When we leave campus for class, we have the opportunity to use university vehicles for transportation. The university will provide transportation to and from field trip locations via 15- passenger van.
8. When we are on the field experience, it is a university related function and should be treated as such. Alcohol, tobacco, and drug use are **prohibited** for the duration of this course. Participants who violate these rules are subject to **removal from the course, receive a failing grade, and discuss actions with the NC State University Office of Student Conduct**. Transportation back to NC State University may be at the participant’s expense.
9. All HES clothing (shorts, t-shirts, and towels) is to be returned by the last day of exams. Students will be charged for clothing not returned. All personal items left in the locker will be disposed of.
10. Pets and visitors are not allowed during class periods. Firearms, weapons, and/or fireworks are prohibited from class.
11. Cell phone use is prohibited in class.
12. HESM 316 Outdoor Education Pedagogy may expose you to many risks. Some of the risks which may be present or occur include but are not limited to:
 - the hazards of traveling in a canoe in rough water conditions;
 - exposure to water craft operated by others;
 - swimming or floating in unfamiliar and turbulent water;

- using canoes, paddles, ropes, stoves, tents and other canoeing, climbing and camping equipment;
- hazards related to climbing and rappelling on unfamiliar, steep and sometime unstable rock faces;
- exposure manmade and natural hazards present in the river and rock climbing environment;
- carrying canoes, ropes, kayaking, camping and climbing equipment;
- walking, wading, or running on rugged terrain, including wet, slippery rocky, or vegetated;
- injuries inflicted by animals, insects, reptiles and plants
- the force of nature included but not limited to lightning, wind, waves, weather changes, hyperthermia, hypothermia, and sunburn;
- the physical exertion associated with the outdoor activity
- traveling in a vehicle not driven by me.

Tentative Class Schedule

Class #	Date	Where	Class	Readings
1	8/15	Rec Center 1608	Syllabus, safety and introduction, methods of evaluation, field trip requirements and readings	Syllabus and pages 1-5
2	8/22	Pool 12:50-1:55pm (Lanes 7-12) and classroom 1608	Presentation review and plan for following weeks. Swim test (150 yds, tread water 5 min and deep water re-entry). Forms due , Trip leader competencies, lesson planning, assign presentations and field trip tasks.	Pages 6-16
3	8/29	Rec Center 1608	Money due , Methods of teaching, spectrum of teaching, feedback, learning environments and teachable moments. Demonstration of games/initiatives lesson and evaluation	Pages 17-40
	9/5	No Class	Labor Day (no class)	
4	9/12	Outside (Parent's Park)	Presentations #1 (1st lesson plan due) - games and initiatives	
5	9/26	Outside (Parent's Park)	Presentations #1 (1st lesson plan due) - games and initiatives	
6	10/3	Outside (Parent's Park)	Presentations #1 (1st lesson plan due) - games and initiatives	
7	10/10	Rec Center 1608	Pre-trip and review, LNT, trip expectations	Pages 5, 41 and 42
8	10/14-10/16	Field Trip #1	Friday-Sunday Canoeing Trip Field trip #1 and present 2 nd lesson	
9	10/17	Rec Center 1608	Equipment return and cleanup, 2 nd lesson plans due for trip presentations	
10	10/24	Rec Center 1608	Pre-trip and review	Pages 5, 41 and 42
11	10/28 & 10/29	Field Trip #2	Friday and Saturday Rock Climbing Trip Field trip #2 and present 3 rd lesson	
12	10/31	Rec Center 1608	Equipment return and cleanup, 3 rd lesson plan due for trip presentations	
13	11/7	No meeting	No class meeting	
14	11/14	Rec Center 1608	Review for group presentations	
15	11/18 & 11/19	Rockwall	Group Facilitation Project (lesson plan due day of climbing program)	
16	11/21	Rec Center 1608	Written final exam and class closure	

Note: Due to the field trips associated with the class, the written final exam is conducted prior to the exam schedule given by the University.

NC State Department of Health and Exercise Studies

HESS 230 – 007 Pilates

Spring 2020

Instructor: Renee Harrington
Email: rnharrin@ncsu.edu
Telephone: 631-697-1219
Office: Carmichael Gym 1309
Office Hours: By Appointment
Credit Hours: One
Prerequisites: None
Course meeting: M/W 3:00-3:50pm

Required Course Text: Siler, B. (2000). *The Pilates Body*. New York, NY: Broadway Books. \$18.00

Course Description:

This course will teach the fundamentals of Pilates which are to improve body awareness, increase breathing capacity and improve postural alignment through simultaneous stretching and strengthening movements. The goal of Pilates exercises is to achieve optimal functional fitness. The knowledge and training gained from Pilates will not only benefit an individual in their daily activities, but also improve their performance in any physical activity they choose to participate in.

Health Information Statement:

Physical activities in this class are considered moderate to vigorous and are considered limited contact. The NC State Department of Health and Exercise Studies supports the development and improvement of physical health, while doing so safely. If you have a known medical condition that could be adversely affected by participating in the typical activities of this class, please contact your usual physician for recommendations about how to participate safely or whether it is more appropriate to choose a different HES course. If your physician has provided you with recommendations to modify participation in this class, please share those recommendations with the instructor within the first week of class, if possible. If you are not certain whether you have a medical condition that puts you at risk for participation in this class or have a medical condition and cannot access your usual physician in a timely manner for recommendations for safe participation, consider making an appointment at Student Health to discuss your concerns (appointment number is 919.515.7107 or book on-line at healthweb.ncsu.edu).

GEP Objectives for Courses in the Category of Health and Exercise Studies:

Each course in the Health and Exercise Studies category of the General Education Program will provide instruction and guidance that help students to:

1. acquire the fundamentals of health-related fitness, encompassing cardio-respiratory and cardiovascular endurance, muscular strength and endurance, flexibility and body composition; and
2. apply knowledge of the fundamentals of health-related fitness toward developing, maintaining, and sustaining an active and healthy lifestyle; and
3. acquire or enhance the basic motor skills and skill-related competencies, concepts, and strategies used in physical activities and sport; and
4. gain a thorough working knowledge, appreciation, and understanding of the spirit and rules, history, safety, and etiquette of physical activities and sport.

GEP/Course and Student Learning Outcomes:

By the end of this course, students will be able to:

1. explain the history of Pilates
2. identify the benefits of Pilates
3. apply the fundamentals body awareness, alignment, and breathing to Pilates

4. identify the muscles involved in Pilates exercises
5. design a Pilates routine
6. correctly demonstrate Pilates exercises at an introductory level appropriate to your body

Grading and Grading Scale:

Written Exam - 35%

Students will be expected to demonstrate their knowledge of the material covered in class and assigned readings by completing two written exams on Moodle.

Home Routine Project - 20%

Students will design home Pilates routines to be completed outside of class on a regular basis. Written materials will be used for evaluation. **See Moodle for Project details and grading rubric.**

Practical Skills Testing - 45%

Students will perform a variety of Pilates exercises for evaluation of proper execution. Exercises assessed will include two (2) exercises from the Hundreds/Stomach Series, one Spinal articulation exercise, one Rotation exercise, one Extension exercise, and one Standing Exercise. **See Moodle for additional resources.**

Rubric: These are the main points that will be evaluated. Other aspects of the exercises will also be considered and graded. 2 possible points may be earned for each section.

100s/Stomach series
Hundreds curl
Navel to spine
Pelvic alignment
Correct arm/leg movement

Spinal articulation
Spinal articulation
Navel to spine
Pelvic alignment
Movement initiation

Rotation
Pelvic alignment/stability
Navel to spine
Shoulders down
Rib rotation

Extension
Arm/leg alignment
Lengthen spine/abs engaged
Shoulders down
Prone hip extension

Standing
Balance (1 point)
Dome alignment/relationship
Correct arm/leg movement

Each student has the option of taking the class for a letter grade (+/-), credit only, or audit.

97 - 100 = A+	93 - 96.99 = A	90 - 92.99 = A-
87 - 89.99 = B+	83 - 86.99 = B	80 - 82.99 = B-
77 - 79.99 = C+	73 - 76.99 = C	70 - 72.99 = C-
67 - 69.99 = D+	63 - 66.99 = D	60 - 62.99 = D-
0 - 59.99 = F		

Clothing and Equipment

Students are required to wear athletic clothing that does not unnecessarily mask or reveal their body. Shirts should reach the top of the pants/shorts, fully cover the torso at all times and be able to be tucked in during exercise (no crop tops or bare midriffs allowed). Athletic-style pants or shorts should be long enough to cover the gluteal fold. Majority of class will be done without shoes and socks. You may not be allowed to participate (and, therefore, counted absent) if you are dressed improperly. Long hair must be secured. No hats are permitted.

Students are expected to attend all classes and to arrive and leave at the scheduled times. The instructor will adhere to the university attendance policy. In case of an excused absence, the student will be allowed to make up any written work missed within one week of returning to class. Students are responsible for submitting such work and for scheduling make-up exams with the instructor.

- Attendance recording begins the first day of the semester. For students registering late, all missed classes count as absences.
- If a student arrives more than 5 minutes after the class start time or leaves more than 5 minutes before the end of class time they will be marked as absent.
- Five (5) absences are permitted without affecting your grade (excused or unexcused). Six (6) or more total absences will result in a failing grade for the course.
- There are no make-ups for missed activity classes, whether the absence is excused or unexcused.

Participation

This is a participation-based class. Students are expected to be in class, participating in activity, each class day. If you cannot participate in class for any reason, you will be considered absent. If you are texting or otherwise using your cell phone during class (even if from your watch), you are not participating fully and, therefore, will be counted absent. Phones and other electronic devices should be turned off and placed at the sides of the room *as soon as you enter the studio*. **No phones at your mats!**

Emailing the Professor:

In order to receive a response from your professor, your email should be structured as follows:

- Identify who you are, the class (including section or day/time) you are in, and the purpose of your email.
- Properly address your instructor (Professor Harrington: ...). Please be specific and use complete sentences.
- If your question is answered in the syllabus or on Moodle, your email may not be answered.

Turnitin

In this class, Turnitin is used to help students ensure that they have not plagiarized others in their written assignments. Plagiarism is a serious violation of the Code of Student Conduct; a definition appears below. Students who are found to have plagiarized on their final assignment submissions will have their case referred to Student Conduct for disciplinary proceedings.

Plagiarism is the use or close imitation of the language and thoughts of another and the representation of the other's work as their own. The act of submitting work for evaluation or to meet a requirement is regarded as assurance that the work is the result of the student's own thought and study, produced without assistance, and stated in that student's own words, except as quotation marks, references, or footnotes acknowledge the use of other sources. Any ideas or materials taken from another source for either written or oral use must be fully and correctly acknowledged. Submission of work used previously must first be approved by the faculty member. Plagiarism includes, but is not limited, to the following actions:

- (a) Representing the work of others as his or her own; or
- (b) Submitting written materials without proper attribution or acknowledgment of the source.

Requirements for Credit Only: In order to receive a grade of S, students are required to take all exams and quizzes, complete all assignments, and earn a grade of C- or better. Conversion from letter grading to credit only (S/U) grading is subject to university deadlines. Refer to the Registration and Records calendar for deadlines related to grading. Note: The student is responsible for requesting credit only grading on MyPack Portal by the University deadline.

Requirements for Audit: Students must attend all classes except written exams and will be allowed four absences before NR will be recorded as a final grade.

Incomplete Grades:

Incomplete grades will be assigned only if unavoidable and unforeseen events occur, such as a medical emergency, preventing the student from completing a course requirement before the final grades are submitted. Incompletes must be made up before the end of the next regular semester in which the student is enrolled and in no case may be made up more than 12 months after the end of the semester in which the IN is awarded, unless the teacher or department offering the course is not able to provide the student with an opportunity to make up incomplete work, in which case the period can be extended. Make up work is to be limited to accomplishing the work not completed.

Late Assignments: Written assignments are due on the date and time as specified on the course outline and on Moodle. No late assignments will be accepted.

Electronic Hosted Course Components: Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web postings, where relevant to the course. Examples include online discussions of class topics, and posting of student coursework. All students are expected to respect the privacy of each other by not sharing or using such information outside the course.

Online class evaluations: Evaluations will be available for students to complete during the last 2 weeks of semester. Students will receive an email message directing them to a website where they can login using their Unity ID and

complete evaluations. All evaluations are confidential; instructors will not know how any one student responded to any question, and students will not know the ratings for any instructors.

General Information:

1. Academic Integrity: For all written assignments, students will be expected to adhere to the University Honor Code: "I have neither given nor received unauthorized aid on this test or assignment." It is the understanding and expectation of the instructor that the student's signature on any test or assignment means that the student neither gave nor received unauthorized aid.
2. Students with Disabilities: Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office (<https://dro.dasa.ncsu.edu/>) at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation (REG02.20.01)
3. Anti-Discrimination Statement: NC State University provides equality of opportunity in education and employment for all students and employees. Accordingly, NC State affirms its commitment to maintain a work environment for all employees and an academic environment for all students that is free from all forms of discrimination. Discrimination based on race, color, religion, sex, creed, national origin, age, disability, veteran status or sexual orientation is a violation of state and federal law and/or NC State University policy and will not be tolerated. Harassment of any person (either in the form of quid pro quo or creation of a hostile environment) based on color, religion, sex, creed, national origin, age, disability, veteran status or sexual orientation is also a violation of state and federal law and/or NC State University policy and will not be tolerated. Retaliation against any person who complains about discrimination is also prohibited. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 515-3148.
4. Due to the nature of the activities in this class, it may be necessary for safety reasons to have some amount of physical contact occur to assist in acquiring the proper form/technique. The students should inform the instructor if they do not want any physical contact to assist in acquiring the proper form/technique.
5. Every fitness activity has certain inherent risks, and regardless of precautions taken it is impossible to ensure total safety. Adhere to all safety guidelines to reduce your risk of injury.
6. The use of illegal drugs, tobacco products, or alcoholic beverages is prohibited.
7. Pets and visitors are not allowed during class periods. Firearms, weapons, and/or fireworks are prohibited from class.
8. Please turn off cell phones during class time.

Academic Calendar: <https://studentservices.ncsu.edu/calendars/academic/>

Academic Integrity: <https://policies.ncsu.edu/policy/pol-11-35-01>

Anti-Discrimination: <https://policies.ncsu.edu/policy/pol-04-25-05/>

Attendance: <http://policies.ncsu.edu/regulation/reg-02-20-03>

Audit: <https://policies.ncsu.edu/regulation/reg-02-20-04>

Class Eval: <https://oirp.ncsu.edu/classeval/>

Class Eval for Students: <https://oirp.ncsu.edu/classeval/for-students/>

Credit-Only: <https://policies.ncsu.edu/regulation/reg-02-20-15/>

Disabilities: <https://policies.ncsu.edu/regulation/reg-02-20-01/>

Grades: <https://policies.ncsu.edu/regulation/reg-02-50-03/>

Incomplete: <https://policies.ncsu.edu/regulation/reg-02-50-03>

OIED: <https://oied.ncsu.edu/divweb/equity/>

Student Conduct/Honor code: <https://policies.ncsu.edu/policy/pol-11-35-01/>

Student Ombuds: <https://ombuds.dasa.ncsu.edu/>

Tentative Course Outline

Week	Date	Topic	Readings
1	Mon 1/6	Orientation / Safety	Syllabus
	Weds 1/8	Fundamentals	Siler: pp. 1-31
2	Mon 1/13	Fundamentals	
	Weds 1/15	Anatomy / Posture	
3	Mon 1/20	MLK Day – No Class	
	Weds 1/22	Matwork Exercises – Modified Beginner Series	Siler: pp. 35-49
4	Mon 1/27	Matwork Exercises – Modified Beginner Series	
	Weds 1/29	Matwork Exercises – Beginner	Refer to new exercises pp.50-143 (Siler) as they are introduced in class
5	Mon 2/3	Matwork Exercises – Beginner	
	Weds 2/5	Standing Pilates	
6	Mon 2/10	Matwork Exercises – Beginner	
	Weds 2/12	Matwork Exercises	
7	Mon 2/17	Matwork Exercises	Part 1 write-up due
	Weds 2/19	Standing Pilates	
8	Mon 2/24	Exam #1 Moodle	
	Weds 2/26	Matwork Exercises	
9	Mon 3/2	Standing Pilates	
	Weds 3/4	Matwork Exercises	
10	Mon 3/9	Spring Break – No Class	
	Weds 3/11		
11	Mon 3/16	Matwork Exercises	
	Weds 3/18	Standing Pilates	
12	Mon 3/23	Matwork Exercises	
	Weds 3/25	Moodle Exam #2	
13	Mon 3/30	Matwork Exercises	Part 2 write-up due
	Weds 4/1	Matwork Exercises	
14	Mon 4/6	Matwork Exercises	
	Weds 4/8	Matwork Exercises - advanced	
15	Mon 4/13	Review for Practical	
	Weds 4/15	Practical Exam – Group 1	
16	Mon 4/20	Practical Exam – Group 2	
	Weds 4/22	Joe's order	

HON 367 Course Syllabus

HON 367 –Introduction to Interdisciplinary Biomedical Teamwork

1 Credit Hour

Course Description

HON 367 (Introduction to Interdisciplinary Biomedical Teamwork is a special weekly seminar that will introduce students to Team Science (teamwork) and Biomedical Research. Students will be introduced to the Comparative Medicine Institute (CMI) U-STAR program, faculty mentors involved with the program and cutting-edge research associated with the program. Seminar topics will include: CMI and interdisciplinary research on campus, instructional seminars on literature searching, scientific writing, research ethics and research overviews by U-STAR training faculty.

Learning Outcomes

1. Students will be able to apply the skills required to carry out team science
2. Students will be able to describe the interplay between physics, chemistry, engineering and its clinical/translational applications.
3. Students will be able to explain the importance of basic/fundamental science in translational research.
4. Students will be able to reflect on contemporary examples of team science.

Course Structure

Introduction to Team Science is a seminar style course.

Course Policies

Students are responsible for reviewing the University's Policies, Regulations, and Rules (PRR) which pertain to their course rights and responsibilities:

<http://oucc.ncsu.edu/course-rights-and-responsibilities>

Course Information & Communication

We will communicate with you by email throughout the semester. Please check your email **regularly** to receive information about upcoming class sessions; schedule changes; announcements; readings; notifications of class cancellation, etc.

Instructors

Carolyn Patricia Veale (cpveale) - *Instructor*

Email: cpveale@ncsu.edu

Phone: 919-513-4077

Fax: 919-513-4392

Office Location: 204 Clark Hall

Office Hours: By appointment

Dr Jorge A Piedrahita (japiedra) - *Instructor*

Email: japiedra@ncsu.edu

Phone: 919-515-7407

Fax: 919-513-7301

Office Location: CVM Research Building

Office Hours: By appointment

Joshua Glenn Pierce (jgpierce) - *Instructor*

Email: jgpierce@ncsu.edu

Web Page: <http://www.ncsu.edu/chemistry/jgp>

Phone: 919-513-1489

Office Location: Dabney Hall

Office Hours: By appointment

Course Meetings

Seminar

Days: W

Time: 6:00 pm - 6:50 pm

Campus: Main

Location: 00210 Park Shops

This meeting is required.

Course Materials

Textbooks

Assigned readings will be uploaded in Moodle.

Expenses

None.

Materials

None.

Requisites and Restrictions

Prerequisites

Co-requisites

This course is open to students who are in the University Honors and University Scholars Programs. It is also open to other students who have the permission of the UHP.

General Education Program (GEP) Information

GEP Category

None

Transportation

This course will not require students to provide their own transportation. Non-scheduled class time for field trips or out-of-class activities is NOT required for this class.

Safety & Risk Assumptions

Due to the Coronavirus pandemic, public health measures have been implemented across campus. Students should stay current with these practices and expectations through the [Protect the Pack](https://www.ncsu.edu/coronavirus/) website (<https://www.ncsu.edu/coronavirus/>). The sections below provide expectations and conduct related to COVID-19 issues.

Health and Participation in Class

We are most concerned about your health and the health of your classmates and instructors/TAs.

- If you test positive for COVID-19, or are told by a healthcare provider that you are presumed positive for the virus, please work with your instructor on health accommodations and follow other university guidelines, including

self-reporting: <https://healthypack.dasa.ncsu.edu/coronavirus/>.

Self-reporting is not only to help provide support to you, but also to assist in contact tracing for containing the spread of the virus.

- If you feel unwell, even if you have not been knowingly exposed to COVID-19, please do not come to class.
- If you are in quarantine, have been notified that you may have been exposed to COVID-19, or have a personal or family situation related to COVID-19 that prevents you from attending this course in person (or synchronously), please connect with your instructor to discuss the situation and make alternative plans, as necessary.
- If you need to make a request for an academic consideration related to COVID-19, such as a discussion about possible options for remote learning, please talk with your advisor for the appropriate process to make a COVID-19 request.

Health and Well-Being Resources

These are difficult times, and academic and personal stress is a natural result. Everyone is encouraged to take care of themselves and their peers. If you need additional support, there are many resources on campus to help you:

- Counseling Center (<https://counseling.dasa.ncsu.edu/>)
- Health Center (<https://healthypack.dasa.ncsu.edu/>)
- If the personal behavior of a classmate concerns or worries you, either for the classmate's well-being or yours, we encourage you to report this behavior to the NC State CARES team: (go.ncsu.edu/NCSUcares).
- If you or someone you know are experiencing food, housing or financial insecurity, please see the Pack Essentials Program (<https://dasa.ncsu.edu/pack-essentials/>).

Community Standards related to COVID-19

We are all responsible for protecting ourselves and our community. Please see the community expectations and Rule 04.21.01 regarding Personal Safety Requirements Related to COVID-19 <https://policies.ncsu.edu/rule/rul-04-21-01/>

Course Expectations Related to COVID-19:Face

- **Face Coverings:** As a member of the NC State academic community you are required to follow all university guidelines for personal safety with face coverings, physical distancing, and sanitation. Face coverings are required in this class and in all NC State buildings. Face coverings should be worn to cover the nose and mouth and be close fitting to the face with minimal gaps on the sides. Please follow the cleaning guidelines described by the University.
- **Course Attendance:** NC State attendance policies can be found at: <https://policies.ncsu.edu/regulation/reg-02-20-03-attendance-regulations/> . Please refer to this course's attendance, absence, and deadline policies for additional details. If you are quarantined or otherwise need to miss class because you have been advised that you may have been exposed to COVID-19, you should not be penalized regarding attendance or class

participation. However, you will be expected to develop a plan to keep up with your coursework during any such absences. If you become ill with COVID-19, you should follow the steps outlined in the "Health and Participation in Class" section above. COVID 19-related absences will be considered excused; documentation need only involve communication with your instructor.

- **Course Meeting Schedule:** Your course might not have a traditional meeting schedule in Fall 2021. Be sure to pay attention to any updates to the course schedule as the information in this syllabus may have changed. Please discuss any questions you have with the instructor.
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Course Delivery Changes Related to COVID-19

Please be aware that the situation regarding COVID-19 is frequently changing, and the delivery mode of this course may need to change accordingly, including from in-person to online. Regardless of the delivery method, we will strive to provide a high-quality learning experience.

Grading/Scheduling Changing Options Related to COVID-19

If the delivery mode has a negative impact on your academic performance in this course, the university has provided tools to potentially reduce the impact:

- **Enhanced S/U Grading Option:**
<https://studentservices.ncsu.edu/your-resources/covid-19/spring2020-sat-grading/>
- **Late Drop:**
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In some cases, another option may be to request an incomplete in the course. Before using any of these tools, discuss the options with your instructor and your academic advisor. Be aware that if you use the enhanced S/U, you will still need to complete the course and receive at least a C- to pass the course.

Other Important Resources

- **Keep Learning:** <https://dasa.ncsu.edu/students/keep-learning/>
- **Protect the Pack FAQs:**
<https://www.ncsu.edu/coronavirus/frequently-asked-questions/>

Grading

Grade Components

Reflections Papers	50%
Final Paper	35%
Class Discussion	15%

Grading Breakdown

Reflection Papers

Students will write 5 one-page reflection papers during the semester. Each paper will focus on one of the team science presentations.

Final Paper

Students will write 2-3 page paper proposing an interdisciplinary project (based on what is learned in the course) that describes the most critical and least critical skills necessary in team science.

Class Discussion

Students are expected to attend every class and be active participants in teamwork and discussions. This will be measured by taking attendance and charting students discussion contributions. Students' discussion contributions will be charted in each class. Students' class participation status will be posted in Moodle in order for students to monitor their progress.

3: Student asked multiple questions/made multiple contributions to discussion informed by reading and course content, practiced engaged listening

2: student asked 1 question/made a contribution to discussion informed by reading and course content, practiced engaged listening

1: student was not prepared for class, did not participate, seemed disengaged from discussion

0: student was absent, no excuse

Letter Grades

This Course uses Standard NCSU Letter Grading:

97	≤	A+	≤	100
93	≤	A	<	97
90	≤	A-	<	93
87	≤	B+	<	90
83	≤	B	<	87
80	≤	B-	<	83
77	≤	C+	<	80
73	≤	C	<	77
70	≤	C-	<	73
67	≤	D+	<	70
63	≤	D	<	67
60	≤	D-	<	63
0	≤	F	<	60

Requirements for Credit-Only (S/U) Grading

NA

Students are required to take this course for a grade.

Requirements for Auditors (AU)

Information about and requirements for auditing a course can be found at <http://policies.ncsu.edu/regulation/reg-02-20-04>.

Policies on Incomplete Grades

If an extended deadline is not authorized by the instructor or department, an unfinished incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an incomplete grade is the responsibility of the student. The university policy on incomplete grades is located at <http://policies.ncsu.edu/regulation/reg-02-50-3>.

Late Assignments

Late assignments will be penalized. Students will lose 5 points for each 24 hour period that an assignment is late.

Policy on Incompletes

As stated by the university grading policy, "An IN must not be used...as a substitute for an F when the student's performance in the course is deserving of failing. An IN is only appropriate when the student's record in the course is such that the successful completion of particular assignments, projects, or tests missed as a result of a documented serious event would enable that student to pass the course." In this class, a grade of "IN" will only be given (1) in response to a written student request [email is fine] submitted to the instructor before 4:00 on the last day of classes; (2) at the instructor's discretion; and (3) because of a serious interruption a student's work not caused by his/her own negligence. The university's policy on incompletes REG 02.50.03) can be found at <https://policies.ncsu.edu/regulation/reg-02-50-03>

Attendance Policy

For complete attendance and excused absence policies, please see <http://policies.ncsu.edu/regulation/reg-02-20-03>

Policies on Attendance

This is a seminar course that has a mandatory end of semester retreat/initiative, which means that a large part of its value derives from the interactions, discussions and attendance. We also meet only once a week, which means that missing a single class meeting will adversely impact your ability to meet the learning outcomes for this course. Hence, attendance at all class meetings is required and is one of your fundamental responsibilities as a student. Even your physical attendance alone is not sufficient: you must come to class prepared, and you must be an engaged and fully participating member of the group.

Absences Policy

You will be allowed ONE absence, excused or unexcused, for the entire semester. The absence can be used in the case of sickness, family events, school-related functions, or an unexpected circumstance. Remember, though to use this absence wisely; you never know when an emergency may rise late in the semester. The definition of excused and unexcused absences can be found in the university's attendance regulation (REG02.20.3): <http://policies.ncsu.edu/regulation/reg-02-20-03>. Multiple excused absences may be considered for makeup work/extensions if valid documentation is provided. As is the case for all courses, students experiencing extended medical or family emergencies during the semester should consult with the instructor about seeing a medical drop. Class makeup options will be considered whenever possible due to unforeseen circumstances. Unforeseen circumstances range from illness, death, scholarly opportunities, to athletic involvement. Please communicate with your instructor to discuss these circumstances in order to identify a makeup plan. Communication should be made within 24 hours of the absence if applicable.

Makeup Work Policy

If the situation allows, students will be permitted to make up missed work. Due to the nature of the course layout, there are certain elements of the course that will be difficult to make up. Students should be mindful of the course layout and understand that certain assignments/activities cannot be made up. An example of this would be students will be provided an alternate assignment if they miss the in class team activity. As previously indicated: Class makeup options will be considered whenever possible due to unforeseen circumstances. Unforeseen circumstances range from illness, death, scholarly opportunities, to athletic involvement. Please communicate with your instructor to discuss these circumstances in order to identify a makeup plan. Communication should be made within 24 hours of the absence if applicable.

Policy on Incompletes

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Additional Excuses Policy

NA

Anti-Discrimination Statement

NC State University provides equality of opportunity in education and employment for all students and employees. Accordingly, NC State affirms its commitment to maintain a work environment for all employees and an academic environment for all students that is free from all forms of discrimination. Discrimination based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is a violation of state and federal law and/or NC State University policy and will not be tolerated. Harassment of any person (either in the form of quid pro quo or creation of a hostile environment) based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation also is a violation of state and federal law and/or NC State University policy and will not be tolerated. Retaliation against any person who complains about discrimination is also prohibited. NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at

http://www.ncsu.edu/policies/campus_environ or http://www.ncsu.edu/equal_op. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 515-3148.

Academic Integrity

Students are required to comply with the university policy on academic integrity found in the Code of Student Conduct found at <http://policies.ncsu.edu/policy/pol-11-35-01>

Plagiarism & Academic Integrity

Plagiarism is defined as copying the language, phrasing, structure, or specific ideas of others and presenting any of these as one's own, original work; it includes buying papers, having someone else write your papers, and improper citation and use of sources. When you present the words or ideas of another (either published or unpublished) in your writing, you must fully acknowledge your sources. **Plagiarism is considered a violation of academic integrity whenever it occurs in written work, including drafts and homework, as well as for formal and final papers.**

Please also note: Revealing or sharing another student's coursework to which he or she may have access as a member of the class is considered a form of academic dishonesty prohibited by the Code of Student Conduct. As a condition for enrollment in this class, students may only share another student's course work with third parties after obtaining the express consent of the student author and the course instructor. 'Sharing with third parties' includes posting or causing the course work to be posted on social-networking or other websites. Violations of this condition will be reported to the Office of Student Conduct, which may take further action.

The **NCSU Policies, Regulations, and Rules on Student Discipline** set the standards for academic integrity at this university and in this course. Students are expected to adhere to these standards. Plagiarism and other forms of academic dishonesty will be handled through the university's judicial system and may result in fa

See the **Office of Student Conduct** website for additional information about academic integrity:
<http://studentconduct.ncsu.edu/academic-integrity-resources>.

Honor Pledge

Your signature on any test or assignment indicates "I have neither given nor received unauthorized aid on this test or assignment."

Digital Course Components

This course may involve digital sharing or posting of personally identifiable student work or other information with persons not taking or administering the course. Students will be asked to sign a consent form allowing disclosure of their personally identifiable work. No student is required to sign the consent form as a condition of taking the course. If a student does not want to sign the consent form, s/he has the right to ask the instructor for an alternative, private means of completing the coursework.

Digital Course Components:

Students are responsible for reviewing the University's Policies, Regulations, and Rules (PRR) which pertain to their course rights and responsibilities:
<http://oucc.ncsu.edu/course-rights-and-responsibilities>

Course Information & Communication

We will communicate with you by email throughout the semester. Please check your email regularly to receive information about upcoming class sessions; schedule changes; announcements; readings; notifications of class cancellation, etc.

Statement on Electronic Course Components

Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online discussions of class topics and posting of student coursework. All students are expected to respect each other's privacy by not sharing or using such information outside the course.

Accommodations for Disabilities

Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see the Academic Accommodations for Students with Disabilities Regulation (REG02.20.01) (<https://policies.ncsu.edu/regulation/req-02-20-01/>).

Non-Discrimination Policy

NC State provides equal opportunity and affirmative action efforts, and prohibits all forms of unlawful discrimination, harassment, and retaliation ("Prohibited Conduct") that are based upon a person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, gender identity, genetic information, sexual orientation, or veteran status (individually and collectively, "Protected Status"). Additional information as to each Protected Status is included in NCSU REG 04.25.02 (Discrimination, Harassment and Retaliation Complaint Procedure). NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-05> or <https://oied.ncsu.edu/divweb/>. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 919-515-3148.

Additional NC State Rules and Regulations

Students are responsible for reviewing the NC State University Policies, Rules, and Regulations (PRRs) which pertain to their course rights and responsibilities, including those referenced both below and above in this syllabus:

- *Equal Opportunity and Non-Discrimination Policy Statement*
<https://policies.ncsu.edu/policy/pol-04-25-05> with additional references at <https://oied.ncsu.edu/divweb/policies/>
- *Code of Student Conduct* <https://policies.ncsu.edu/policy/pol-11-35-01>

Course Schedule

NOTE: The course schedule is subject to change.

Seminar W 6:00 pm - 6:50 pm — Week 1 — TBD - TBD

Introduction to Course and Skills Required for Team Science and Term Paper Explanation.

Low Stakes Team Activity

Seminar W 6:00 pm - 6:50 pm — Week 2 — TBD - TBD

Skills required for Team Science and Team Building Challenge

Seminar W 6:00 pm - 6:50 pm — Week 3 — TBD - TBD

(Team Initiative 1)

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 4 — TBD - TBD

Team Science Case Study 1

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 5 — TBD - TBD

Team Initiative 2

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 6 — TBD - TBD

Team Science Case Study 2

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 7 — TBD - TBD

Team Science Case Study 3

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 8 — TBD - TBD

Team Initiative 3 - Entrepreneurship Initiative

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 9 — TBD - TBD

Team Science Case Study 4

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 10 — TBD - TBD

Team Science Initiative 4 - GI Initiative

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 11 — TBD - TBD

Team Science Case Study 5

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 12 — TBD - TBD

Team Initiative 5

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 13 — TBD - TBD

Team Science Case Study 6

Guest Speaker

Seminar W 6:00 pm - 6:50 pm — Week 14 — TBD - TBD

Final Team Skills Challenge

SAMPLE SCHEDULE:

FALL 2020 TEAM SCIENCE				Instructors
1	08/12/20	Introduce Course / Term paper explanation/Team building exercise	Jorge Piedrahita Josh Pierce, SIRI Student(s)	Josh/Jorge
2	08/19/20	Skills Required for Team Science	Josh or Jorge	Josh or Jorge
3	08/26/20	Team Science Case Study 1	Fisher and participants	Fisher +
4	09/02/20	Team Initiative 1	Baker and participants	Baker/Pierce - Chemistry of Life/EID
5	09/09/20	Team Science Case Study 2	Schnabel and participants	Schnabel +
6	09/16/20	Team Initiative 2	Laster and participants	Laster, Entrepreneurship Initiative
7	09/23/20	Team Science Case Study 3	Brown and participants	Brow
8	09/30/20	Team Initiative 3	Gonzalez and participant	Gonzalez/Blikslager - GI Initiative
9	10/07/20	Team Science Case Study 4	Kaeser and participants	Kaeser
10	10/14/20	Team Initiative 4	Thakur and participants	Thakur Global Health
11	10/21/20	Team Science Case Study 5	T34 Team -- Amber Carter's team.	
12	10/28/20	Team Initiative 5	Shirwaiker and participants	Shirwaiker
13	11/04/20	Team Science Case Study 6	Piedrahita	Piedrahita
14	11/11/20	Team Skills Challenge	Veale and Piedrahita	Team

ASSIGNMENT EXAMPLES:

Reflection Example:

Part 1. In the past couple of weeks you have heard two different presentations, one involving an undergraduate student, graduate student and postdoc and another one from an undergraduate student and two faculty members. Compare and contrast the two presentations (reoccurring themes, team science concept, etc). How are they similar? How do they differ?

Part 2. From one of the two talks pick one thing that resonated with you and briefly describe why.

Max one page single space for both part

Term Paper (Example)

Students will write a combined 2-3 page (single spaced, 1 inch maximum margins, Arial or Times, 12pt) paper that includes:

1. A research proposal. Open topic. Describe the research you are proposing using an NIH format one pager. Keep it to two Aims maximum. Link to how to write an NIH Aims page here. We will be looking for these different components.

<https://www.biosciencewriters.com/NIH-Grant-Applications-The-Anatomy-of-a-Specific-Aims-Page.aspx>

2. Describe and support whether your project is multidisciplinary, interdisciplinary, or transdisciplinary.

3. Of the skills you were exposed to during this course list the three more important ones that you feel are required for a team to achieve its greatest success. Explain why you think they are the most important, not just list them.

Please remember this report is 35% of your grade.

Note: This syllabus is incomplete. Some content is yet to be determined.

HON 497 Course Syllabus

HON 497 Interdisciplinary Biomedical Research (BioMR) Capstone

2 Credit Hours

Course Description

Interdisciplinary Biomedical Research (BioMR) Science Capstone Seminar. This seminar is intended to provide practical real-world engagement to integrate interdisciplinary biomedical team science teamwork, communication, and leadership. The seminar will include exploring and engaging with a science based Common Reading where students will use leadership, communication, and team science skills to evaluate multiple aspects of team dynamics including unconscious bias. The seminar will also include active engagement opportunities in the areas of academics, government, and industry. These diverse experiential learning opportunities will further allow students to explore team science, leadership, and communication. This course will also involve an end of semester roundtable conversation and service component, all designed to reinforce the learning outcomes.

Learning Outcomes

1. Students will be able to effectively communicate in interdisciplinary biomedical team science.
2. Students will be able to demonstrate leadership competencies in interdisciplinary biomedical team science.
3. Students will learn to recognize unconscious bias and its impact on decision making and team dynamics.
4. Students will be able to apply leadership and communication to collaboration in interdisciplinary biomedical science.

How will students achieve learning outcomes

1. Students will submit reflections and participate in forum discussion boards based upon class discussion/presentations. Reflections/forums will allow students to examine the presentations/discussions and articulate an understanding of the interdisciplinary approaches to team science.
2. Students will participate in group activities, including book reading discussions, where they explore issues impacting team dynamics, including leadership styles, effective communication, and unconscious bias.

3. Students will apply newly acquired competencies by actively participating with the end of semester roundtable/retreat collaboration.

Course Structure

This course is a seminar style capstone course that encompasses group discussions, group activities, experiential learning, and reflections.

Instructor(s)

Carolyn Patricia Veale (cpveale) - *Instructor*

Email: cpveale@ncsu.edu

Phone: 919-513-4077

Fax: 919-513-4392

Office Location: 204 Clark Hall

Office Hours: TBD

Joshua Glenn Pierce (jgpierce) - *Instructor*

Email: jgpierce@ncsu.edu

Web Page: <http://www.ncsu.edu/chemistry/jgp>

Phone: 919-513-1489

Office Location: Dabney Hall

Office Hours: By appointment

Guest Presenters: TBD

Course Meetings

TBD

Course Materials

Textbooks

The Immortal Life of Henrietta Lacks - *Rebecca Skloot*

Edition: 1st

ISBN: 978-I-4000-5218-9

Cost: \$10

Expenses

Students will not incur any expenses associated with the end of the semester retreat/roundtable collaboration. The cost will be covered by the CMI and UHSP.

Materials

Assigned readings will be uploaded in Moodle.

Requisites and Restrictions

Prerequisites

Students enrolled in the minor (Teamwork in Interdisciplinary Biomedical Research) and/or have taken the leadership (SLC 463) and communication (CBS 461) courses associated with the minor will be permitted to register for this course.

Co-requisites

None.

Restrictions

This course is open to students in the University Honors, University Scholars, and U-TEAM Scholars programs. The course is open to other students with permission from the UHSP.

General Education Program (GEP) Information

GEP Category

This course does not fulfill a GEP Requirement.

GEP Co-requisites

This course does not fulfill a GEP Co-requisite.

Transportation

Transportation will be provided by: UHSP and CMI. Non-scheduled class time for field trips or out-of-class activities is NOT required for this class.

Safety & Risk Assumptions

Due to the Coronavirus pandemic, public health measures have been implemented across campus. Students should stay current with these practices and expectations through the [Protect the Pack](https://www.ncsu.edu/coronavirus/) website (<https://www.ncsu.edu/coronavirus/>). The sections below provide expectations and conduct related to COVID-19 issues.

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Health and Well-Being Resources

These are difficult times, and academic and personal stress is a natural result. Everyone is encouraged to take care of themselves and their peers. If you need additional support, there are many resources on campus to help you:

- Counseling Center (<https://counseling.dasa.ncsu.edu/>)
- Health Center (<https://healthypack.dasa.ncsu.edu/>)
- If the personal behavior of a classmate concerns or worries you, either for the classmate's well-being or yours, we encourage you to report this behavior to the NC State CARES team: (go.ncsu.edu/NCSUcares).

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- **Face Coverings:** As a member of the NC State academic community you are required to follow all university guidelines for personal safety with face coverings, physical distancing, and sanitation. Face coverings are required in this class and in all NC State buildings. Face coverings should be worn to cover the nose and mouth and be close fitting to the face with minimal gaps on the sides. Please follow the cleaning guidelines described by the University.
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Course Delivery Changes Related to COVID-19

Please be aware that the situation regarding COVID-19 is frequently changing, and the delivery mode of this course may need to change accordingly, including from

in-person to online. Regardless of the delivery method, we will strive to provide a high-quality learning experience.

Grading/Scheduling Changing Options Related to COVID-19

If the delivery mode has a negative impact on your academic performance in this course, the university has provided tools to potentially reduce the impact:

- **Enhanced S/U Grading Option:**
<https://studentservices.ncsu.edu/your-resources/covid-19/spring2020-sat-grading/>
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<https://studentservices.ncsu.edu/your-resources/covid-19/spring2020-latedrop/>

In some cases, another option may be to request an incomplete in the course. Before using any of these tools, discuss the options with your instructor and your academic advisor. Be aware that if you use the enhanced S/U, you will still need to complete the course and receive at least a C- to pass the course.

Other Important Resources

- **Keep Learning:** <https://dasa.ncsu.edu/students/keep-learning/>
- **Protect the Pack FAQs:**
<https://www.ncsu.edu/coronavirus/frequently-asked-questions/>

Grading

Grade Components

Class Participation/Discussion	5%
Forum Postings (Reflections/Forums)	45%
Project (Team Activity)	20%
Presentation (Final Project/Reflection)	30%

Grading Breakdown

Participation/Discussion (5%):

Students are expected to attend every class and be active participants in teamwork and discussions. This will be measured by taking attendance and charting students discussion contributions. Students discussion contributions will be charted in each class. Students' class participation/discussion status will be posted in Moodle in order for students to monitor their progress.

3: Student asked multiple questions/made multiple contributions to discussion informed by reading and course content, practiced engaged listening

2: student asked 1 question/made a contribution to discussion informed by reading and course content, practiced engaged listening

1: student was not prepared for class, did not participate, seemed disengaged from discussion

0: student was absent, no excuse

Forum Postings (Reflections and Forums) (45%):

Students will be required to submit a total of 7 reflections or forum posts based upon class discussion, readings, and activities. Students will be provided with a reflection/forum prompt. Reflection/forum prompts will be in Moodle.

Reflections should be typed and single-spaced, Times Roman, and 12 pt. font. Please cite references appropriately.

Students will be provided a forum prompt to reflect upon based upon that week's discussion/reading/activity. Students will be required to post an original response and a follow up to a peer's original response.

Team Activity (20%):

One graded in class team activity will be assigned.

Final Project (30%):

Students will participate in an end of the semester retreat/roundtable collaboration that will pull together the team science, communication and leadership aspects of the class.

ASSIGNMENT EXAMPLES:

Team Science Activity Example:

Students will be broken up into teams and will be asked to develop a “prenup” in preparation for working with team science based on readings and course discussions related to communication, teamwork and leadership thus far taught in the class. A science prenuptial agreement is a catchy name for a simple, straightforward tool that anyone can implement to set ground rules for a burgeoning collaboration. It will save you the time, confusion, and frustration of having to navigate the common miscommunications and misunderstandings that arise when researchers team up. An outline describing expectations to consider within the document will be provided at the time of this assignment.

Reflection Prompt Example:

Reflection 1:

Please reflect on our first class meeting and your expectations for the semester. Please generate your narrative as you begin to answer some of these questions. What is interdisciplinary biomedical team science? What role does communication play in interdisciplinary biomedical team science? What role does leadership play in interdisciplinary biomedical team science? What do you want to know as it relates to the content matter of this course? What challenges do you perceive as it relates to this course?

The reflections should be typed, single spaced, times Roman and 12 pt. font. Reflections should be thoughtful and reflect your understanding of the topic/material. Please see writing rubric in regards to how your reflections will be assessed. Reflections should not exceed 1.5 pages.

PLEASE DO NOT FORGET TO INCLUDE YOUR NAME ON YOUR REFLECTION.

This reflection is due by noon, Friday, <DATE>.

AACU Written Communication Value Rubric:

<https://www.aacu.org/sites/default/files/files/VALUE/WrittenCommunication.pdf>

Final Project Example:

As a part of a retreat, students will be asked to complete a project related to team science, communication and leadership aspects of the class. Through the identification of your choice of preferred medium, demonstrate what you have learned about yourself as a leader and how you intend to incorporate theory related to communication and team science into a personal leadership philosophy. Explanation of the consideration and analysis from course readings, discussions and experiences associated with TEAM Science should be present in the assignment. A visual representation of the project will be presented during the retreat.

Project Presentation Rubric EXAMPLE:

	Poor			Excellent	
PRESENTATION SKILLS	1	2	3	4	5
Were the main ideas presented in an orderly and clear manner?	1	2	3	4	5
Did the presentation fill the time allotted?	1	2	3	4	5
Were the overheads/handouts appropriate and helpful to the audience?	1	2	3	4	5
Did the talk maintain the interest of the audience?	1	2	3	4	5
Was there a theme or take-home message to the presentation?	1	2	3	4	5
Was the presenter responsive to audience questions?	1	2	3	4	5
KNOWLEDGE BASE					
Was proper background information on the topic given?	1	2	3	4	5
Was the material selected for presentation appropriate to the topic?	1	2	3	4	5
Was enough essential information given to allow the audience to effectively evaluate the topic?	1	2	3	4	5
Was irrelevant or filler information excluded?	1	2	3	4	5
Did the presenter have a clear understanding of the material presented?	1	2	3	4	5
CRITICAL THINKING					
Were the main issues in this area clearly identified?	1	2	3	4	5
Were both theoretical positions and empirical evidence presented?	1	2	3	4	5
Were the strengths and weaknesses of these theories, and the methods used to gather this evidence adequately explained?	1	2	3	4	5
Did the presenter make recommendations for further work in this area?	1	2	3	4	5
Did the main conclusions of the presentation follow from the material presented?	1	2	3	4	5
Were competing explanations or theories considered and dealt with properly?	1	2	3	4	5
OVERALL IMPRESSION				_____ / 15	

COMMENTS:**TOTAL SCORE** _____ / 100

Letter Grades

This Course uses Standard NCSU Letter Grading:

97	≤	A+	≤	100
93	≤	A	<	97
90	≤	A-	<	93
87	≤	B+	<	90
83	≤	B	<	87
80	≤	B-	<	83
77	≤	C+	<	80
73	≤	C	<	77
70	≤	C-	<	73
67	≤	D+	<	70
63	≤	D	<	67
60	≤	D-	<	63
0	≤	F	<	60

Requirements for Credit-Only (S/U) Grading

NA

Students are required to take this course for a grade.

Requirements for Auditors (AU)

Information about and requirements for auditing a course can be found at <http://policies.ncsu.edu/regulation/reg-02-20-04>.

Policies on Incomplete Grades

If an extended deadline is not authorized by the instructor or department, an unfinished incomplete grade will automatically change to an F after either (a) the end of the next regular semester in which the student is enrolled (not including summer sessions), or (b) the end of 12 months if the student is not enrolled, whichever is shorter. Incompletes that change to F will count as an attempted course on transcripts. The burden of fulfilling an incomplete grade is the responsibility of the student. The university policy on incomplete grades is located at <http://policies.ncsu.edu/regulation/reg-02-50-3>.

Late Assignments

Late assignments will be penalized. Students will lose 5 points for each 24 hour period that an assignment is late.

Policy on Incompletes

As stated by the university grading policy, "An IN must not be used...as a substitute for an F when the student's performance in the course is deserving of failing. An IN is only appropriate when the student's record in the course is such that the successful completion of particular assignments, projects, or tests missed as a result of a documented serious event would enable that student to pass the course." In this class, a grade of "IN" will only be given (1) in response to a written student request [email is fine] submitted to the instructor before 4:00 on the last day of classes; (2) at the instructor's discretion; and (3) because of a serious interruption a student's work not caused by his/her own negligence. The university's policy on incompletes REG 02.50.03) can be found at <https://policies.ncsu.edu/regulation/reg-02-50-03>

Attendance Policy

For complete attendance and excused absence policies, please see <http://policies.ncsu.edu/regulation/reg-02-20-03>

Policies on Attendance

This is a seminar course that has a mandatory end of semester retreat/initiative, which means that a large part of its value derives from the interactions, discussions and attendance. We also meet only once a week, which means that missing a single class meeting will adversely impact your ability to meet the learning outcomes for this course. Hence, attendance at all class meetings is required and is one of your fundamental responsibilities as a student. Even your physical attendance alone is not sufficient: you must come to class prepared, and you must be an engaged and fully participating member of the group.

Absences Policy

You will be allowed ONE absence, excused or unexcused, for the entire semester. The absence can be used in the case of sickness, family events, school-related functions, or an unexpected circumstance. Remember, though to use this absence wisely; you never know when an emergency may rise late in the semester. The definition of excused and unexcused absences can be found in the university's attendance regulation (REG02.20.3): <http://policies.ncsu.edu/regulation/reg-02-20-03>. Multiple excused absences may be considered for makeup work/extensions if valid documentation is provided. As is the case for all courses, students experiencing extended medical or family emergencies during the semester should consult with the instructor about seeing a medical drop. Class makeup options will be considered whenever possible due to unforeseen circumstances. Unforeseen circumstances range from illness, death, scholarly opportunities, to athletic involvement. Please communicate with your

instructor to discuss these circumstances in order to identify a makeup plan. Communication should be made within 24 hours of the absence if applicable.

Makeup Work Policy

If the situation allows, students will be permitted to make up missed work. Due to the nature of the course layout, there are certain elements of the course that will be difficult to make up. Students should be mindful of the course layout and understand that certain assignments/activities cannot be made up. An example of this would be students will be provided an alternate assignment if they miss the in class team activity. As previously indicated: Class makeup options will be considered whenever possible due to unforeseen circumstances. Unforeseen circumstances range from illness, death, scholarly opportunities, to athletic involvement. Please communicate with your instructor to discuss these circumstances in order to identify a makeup plan. Communication should be made within 24 hours of the absence if applicable

Policy on Incompletes

As stated by the university grading policy, "An IN must not be used...as a substitute for an F when the student's performance in the course is deserving of failing. An IN is only appropriate when the student's record in the course is such that the successful completion of particular assignments, projects, or tests missed as a result of a documented serious event would enable that student to pass the course." In this class, a grade of "IN" will only be given (1) in response to a written student request [email is fine] submitted to the instructor before 4:00 on the last day of classes; (2) at the instructor's discretion; and (3) because of a serious interruption a student's work not caused by his/her own negligence. The university's policy on incompletes REG 02.50.03) can be found at <https://policies.ncsu.edu/regulation/reg-02-50-03>

Additional Excuses Policy

NA

Anti-Discrimination Statement

NC State University provides equality of opportunity in education and employment for all students and employees. Accordingly, NC State affirms its commitment to maintain a work environment for all employees and an academic environment for all students that is free from all forms of discrimination. Discrimination based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation is a violation of state and federal law and/or NC State University policy and will not be tolerated. Harassment of any person (either in the form of quid pro quo or creation of a hostile environment) based on race, color, religion, creed, sex, national origin, age, disability, veteran status, or sexual orientation also is a violation of state and federal law and/or NC State University policy and will not be tolerated. Retaliation against any person who complains about

discrimination is also prohibited. NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at http://www.ncsu.edu/policies/campus_environ or http://www.ncsu.edu/equal_op. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 515-3148.

Academic Integrity

Students are required to comply with the university policy on academic integrity found in the Code of Student Conduct found at <http://policies.ncsu.edu/policy/pol-11-35-01>

Plagiarism & Academic Integrity

Plagiarism is defined as copying the language, phrasing, structure, or specific ideas of others and presenting any of these as one's own, original work; it includes buying papers, having someone else write your papers, and improper citation and use of sources. When you present the words or ideas of another (either published or unpublished) in your writing, you must fully acknowledge your sources. **Plagiarism is considered a violation of academic integrity whenever it occurs in written work, including drafts and homework, as well as for formal and final papers.**

Please also note: Revealing or sharing another student's coursework to which he or she may have access as a member of the class is considered a form of academic dishonesty prohibited by the Code of Student Conduct. As a condition for enrollment in this class, students may only share another student's course work with third parties after obtaining the express consent of the student author and the course instructor. 'Sharing with third parties' includes posting or causing the course work to be posted on social-networking or other websites. Violations of this condition will be reported to the Office of Student Conduct, which may take further action.

The **NCSU Policies, Regulations, and Rules on Student Discipline** set the standards for academic integrity at this university and in this course. Students are expected to adhere to these standards. Plagiarism and other forms of academic dishonesty will be handled through the university's judicial system and may result in fa

See the **Office of Student Conduct** website for additional information about academic integrity:

<http://studentconduct.ncsu.edu/academic-integrity-resources>.

Honor Pledge

Your signature on any test or assignment indicates "I have neither given nor received unauthorized aid on this test or assignment."

Digital Course Components

This course may involve digital sharing or posting of personally identifiable student work or other information with persons not taking or administering the course. Students will be asked to sign a consent form allowing disclosure of their personally identifiable work. No student is required to sign the consent form as a condition of taking the course. If a student does not want to sign the consent form, s/he has the right to ask the instructor for an alternative, private means of completing the coursework.

Digital Course Components:

Students are responsible for reviewing the University's Policies, Regulations, and Rules (PRR) which pertain to their course rights and responsibilities:
<http://oucc.ncsu.edu/course-rights-and-responsibilities>

Course Information & Communication

We will communicate with you by email throughout the semester. Please check your email regularly to receive information about upcoming class sessions; schedule changes; announcements; readings; notifications of class cancellation, etc.

Statement on Electronic Course Components

Students may be required to disclose personally identifiable information to other students in the course, via electronic tools like email or web-postings, where relevant to the course. Examples include online discussions of class topics and posting of student coursework. All students are expected to respect each other's privacy by not sharing or using such information outside the course.

Accommodations for Disabilities

Reasonable accommodations will be made for students with verifiable disabilities. In order to take advantage of available accommodations, students must register with the Disability Resource Office at Holmes Hall, Suite 304, Campus Box 7509, 919-515-7653. For more information on NC State's policy on working with students with disabilities, please see the Academic Accommodations for Students with

Disabilities Regulation (REG02.20.01)
(<https://policies.ncsu.edu/regulation/reg-02-20-01/>).

Non-Discrimination Policy

NC State provides equal opportunity and affirmative action efforts, and prohibits all forms of unlawful discrimination, harassment, and retaliation ("Prohibited Conduct") that are based upon a person's race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, gender identity, genetic information, sexual orientation, or veteran status (individually and collectively, "Protected Status"). Additional information as to each Protected Status is included in NCSU REG 04.25.02 (Discrimination, Harassment and Retaliation Complaint Procedure). NC State's policies and regulations covering discrimination, harassment, and retaliation may be accessed at <http://policies.ncsu.edu/policy/pol-04-25-05> or <https://oied.ncsu.edu/divweb/>. Any person who feels that he or she has been the subject of prohibited discrimination, harassment, or retaliation should contact the Office for Equal Opportunity (OEO) at 919-515-3148.

Additional NC State Rules and Regulations

Students are responsible for reviewing the NC State University Policies, Rules, and Regulations (PRRs) which pertain to their course rights and responsibilities, including those referenced both below and above in this syllabus:

- *Equal Opportunity and Non-Discrimination Policy Statement*
<https://policies.ncsu.edu/policy/pol-04-25-05> with additional references at <https://oied.ncsu.edu/divweb/policies/>
- *Code of Student Conduct* <https://policies.ncsu.edu/policy/pol-11-35-01>

Course Schedule

NOTE: The course schedule is subject to change. Students will be communicated changes in advance via email, moodle and/or verbal communication.

Week 1 — TBD - TBD

Course Overview Interdisciplinary Biomedical Team Science, Leadership, and Communication, End of semester initiative

Assignment: Reflection Due

Week 2 — TBD - TBD

Topic: Biomedical Science and Collaborative Efforts

Reading: *Collaboration and Team Science: From Theory to Practice*

Authors: Bennett and Gadlin

Assignment: Forum Due

Week 3 — TBD - TBD

Interdisciplinary Biomedical Team Science and Communication

Week 4 — TBD - TBD

Interdisciplinary Biomedical Team Science Communication Activity

Week 5 — TBD - TBD

Interdisciplinary Biomedical Team Science and Leadership

Week 6 — TBD - TBD

Interdisciplinary Biomedical Team Science Leadership Activity

Assignment: Reflection Due

Week 7 — TBD - TBD

Biomedical Team Science **Academics**, Industry, and Government

Reading: *Successful Collaborations: Helping biomedicine and computation play well together*

Author: Miller, K.

Assignment: Forum Due

Week 8 — TBD - TBD

Biomedical Team Science Academics, Industry, and Government

Biomedical Team Science Academics, **Industry**, and Government

How to Succeed with Team Science: 8 Qualities of Effective Teams & What to Avoid at All Costs

In Class Activity: Team Science Prenup Activity

Step 1: Be Specific

Step 2: Confront Uncomfortable Conversations Before they Arise

Step 3: Don't Forget the Big Picture

(More details will be provided.)

Assignment: In class - TEAM Assignment

Week 9 — TBD - TBD

Biomedical Team Science Academics, Industry, and **Government**

Reading: Interdisciplinary Team Science and Public: Steps Towards a Participatory Team Science

Week 10 — TBD - TBD

Interdisciplinary Biomedical Team Science Literature Exploration and Engagement

Students will be assigned a "science related" common reading and come together to discuss the reading from a team science perspective. Multiple aspects of team dynamics like unconscious bias, self and other awareness, open communication and leadership will guide the discussion.

THE IMMORTAL LIFE OF HENRIETTA LACKS

Week 11 — TBD - TBD

Interdisciplinary Biomedical Team Science Literature Exploration and Engagement

Students will be assigned a "science related" common reading and come together to discuss the reading from a team science perspective. Multiple aspects of team dynamics like unconscious bias, self and other awareness, open communication and leadership will guide the discussion.

THE IMMORTAL LIFE OF HENRIETTA LACKS

Assignment: Reflection Due

Week 12 — TBD - TBD

Interdisciplinary Biomedical Team Science Literature Exploration and Engagement

Students will be assigned a "science related" common reading and come together to discuss the reading from a team science perspective. Multiple aspects of team dynamics like unconscious bias, self and other awareness, open communication and leadership will guide the discussion.

THE IMMORTAL LIFE OF HENRIETTA LACKS

Assignment: Forum Due

Week 13 — TBD - TBD

Interdisciplinary Biomedical Team Science Week of Service

Assignment: Reflection Due

Week 14 — TBD - TBD

Knowing What We Know - Biomedical Retreat and Roundtable

Routing for DASA or Graduate School Approval of Other Degree Program Actions

Type of Action: Enter "X" for Action Type(s) and list Title and Prefix(s) as indicated

☒ **X** New Minor / Concentration

Proposed Minor / Concentration Title: Teamwork in Interdisciplinary Biomedical Research
(TEAM) Minor

☐ Change in Minor / Concentration Title

Current Minor / Concentration Title: _____

Proposed Minor / Concentration Title: _____

☐ Change in Curricular/Program Requirements

Proposed Effective Date: Fall 2021 Program Contact: Carolyn Veale & Joshua Pierce

Proposed CIP Code (see

<https://nces.ed.gov/ipeds/cipcode/default.aspx?y=55>): _____

Routing of Action: Indicate date when the following occurs

Completed Proposal

_____ Department Head endorses*

_____ College Curriculum Committee (undergraduate or graduate) recommends*

_____ College Dean endorses*

Proposal moves to Undergraduate or Graduate office for routing

_____ Recommended by Vice Provost, DELTA, if applies*

_____ Associate Deans Council **or** Graduate Operations Council informed

_____ University Courses & Curriculum Committee **or** Administrative Board of the Graduate
School recommends

_____ Dean (Graduate School or DASA) approves*

* Signature is required on the signature page for the action

North Carolina State University
Routing for DASA or Graduate School Approval of Other Degree Program Actions


This request has been reviewed and approved by the appropriate campus committees and authorities.

Completed Proposal

Endorsed By:

Anne C. Auten	5/5/21
Head, Department/Program	Date

Recommended By:

	May 5, 2021
Chair, College Curriculum Committee	Date

Endorsed By:

	05/06/21
College Dean	Date

Proposal moves to Undergraduate or Graduate office for routing

Recommended By:

Vice Provost, DELTA (if DE degree/certificate)	Date
--	------

Recommended By:

Chair, University Courses & Curricula Committee or Administrative Board of the Graduate School	Date
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Approved By:

Dean, DASA or the Graduate School

**NORTH CAROLINA STATE UNIVERSITY
UNDERGRADUATE CURRICULUM ACTION FORM
Academic Minor**

DEPARTMENT(S):

University Honors Program & Comparative Medicine Institute

TITLE OF THE MINOR:

Teamwork in Interdisciplinary Biomedical Research (TEAM) Minor

TYPE OF PROPOSAL:

New Minor: X

Revision to Minor:

Discontinuation:

PROPOSED EFFECTIVE DATE: Fall 2021 APPROVED EFFECTIVE DATE:


ATTACHMENTS INCLUDED:

1. Statement of Justification
2. Statement of Academic Minor Program Objectives
3. List of Courses constituting the Proposed Minor
4. Catalog Description of Proposed Minor
5. Administration of the Minor (Contact information for Administrator of the Minor)
6. Requirements for Admission and Completion of the Minor
7. Statement on Other Departments Likely to be Affected and Summary of Consultations with those Departments
8. Optional: Projected Resources and Enrollment

REQUIRED SIGNATURES:

Anne C. Auten 5/5/21
Head, Department/Program Date

Jennifer Capps May 5, 2021
Chair, College Curriculum Committee Date

 _____
College Dean Date

OTHER REQUIRED SIGNATURES AS NEEDED:

Chair, College Curriculum Committee Date

College Dean Date

Chair, University Courses & Curricula Committee Date

Dean, Division of Academic and Student Affairs (DASA) Date

From: Jorge Piedrahita, Distinguished Professor, Molecular Biomedical Sciences

Joshua Pierce, Associate Professor, Department of Chemistry

Carolyn Veale, Assistant Director, University Honors Program

To: University College Courses and Curricula Committee

Re: **Teamwork in Interdisciplinary Biomedical Research (TEAM) Minor**

The Comparative Medicine Institute and the University Honors Program asks the consideration of NC State University College Courses and Curricula Committee to approve the above proposal for a Minor in Teamwork in Interdisciplinary Biomedical Research for undergraduates. The Minor's design is a collaborative partnership between the Comparative Medicine Institute and the University Honors Program that stems from a National Institute of Health (NIH) grant funded program. The Undergraduate Interdisciplinary Training in Comparative Biomedical Research, established by the Comparative Medicine Institute and the University Honors Program at NC State University, offers research support to qualifying underrepresented (UR) undergraduate students (as defined by the National Science Foundation) who want to major in biomedical research disciplines with training in team science. The program emphasizes interdisciplinary research training and provides extensive hands-on experience in challenging research projects along with professional development opportunities designed to prepare trainees for a successful transition to a PhD program in biomedical sciences or MD/PhD programs.

The Comparative Medicine Institute and University Honors Program believes this proposed minor aligns with the University's strategic goals of enhancing interdisciplinary scholarship and student success. Allowing students to participate in research projects with teams composed of members across disciplines prepares them for the interconnected modern world that awaits them upon graduation. They will have opportunities in the lab to work on finding solutions to complex real-world problems and learn how to steer teams through the evolution of research projects. It is our hope that by being exposed to and working with a group of faculty and students with diverse perspectives, expertise, and interests, students will emerge respecting the value that a broad representation of ideas and backgrounds gives research teams. Whether they plan to seek employment or pursue graduate education, understanding how to lead such interdisciplinary teams in the biomedical sciences will be an appreciated asset.

Team interdisciplinary science has become an integral component of biomedical research. Being able to communicate and lead effectively is key to the success of team efforts.

Statement of Justification:

The Teamwork in Interdisciplinary Biomedical Research Minor will focus on the next generation of students in collaborative, interdisciplinary team science. It will provide students with opportunities and mentoring that allows them to succeed as a member of a complex interdisciplinary team. The two areas of communication and leadership will allow students to gain additional competencies that will improve upon research training outcomes. The unique skills gained will positively impact their careers and facilitate their transition into highly competitive graduate programs. Increased effective communication and enhanced leadership skills will lead to increased self-confidence and will impact every facet of their lives, both in and out of academia.

It is becoming increasingly important to have interdisciplinary teams to work together to achieve a common research goal. Coupling this with a foundation in communication and leadership will only strengthen the understanding and overall team functioning.

Statement of Academic Minor Objective:

A primary goal of the minor is to provide skills in interdisciplinary thinking, teamwork, leadership, and communication as they relate to interdisciplinary biomedical research.

List of Courses constituting the Proposed Minor:

Students are required to take 16 credit hours for the minor. The courses include an Introduction to Team Science course, 9 credit hours of research courses that have a team science focus, a communication course, a leadership course and the Bio-Team Academy that will serve as a capstone style course.

HON 367	Introduction to Interdisciplinary Biomedical Teamwork	1 credit hour
HON 298	Honors Research/Independent Study or Research Equivalency	3 credit hours
HON 498	Honors Research/Creative Project I or Research Equivalency	3 credit hours
HON 499	Honors Research/Creative Project II	3 credit hours

or Research Equivalency

CBS 661/	Fundamentals of Collaboration and Team Sciences	2 credit hours
CBS 461		
CBS 663/	Leadership in Interdisciplinary Biomedical Sciences	2 credit hours
SLC 463		
HON 497	Interdisciplinary Biomedical Research Capstone	2 credit hours

Catalog Description of Proposed Minor:

The Teamwork in Interdisciplinary Biomedical Research (TEAM) minor is a 16-hour minor that is designed for students who seek to gain a greater knowledge and understanding of interdisciplinary team science. The coursework is grounded in research, leadership, communication, and application. Students have the opportunity to participate in leadership and communication courses, team research, and application through extension and engagement. The student in the minor may be preparing for graduate work in the sciences or preparing for a professional career that involves scientific research teams.

Administration of the Minor (Contact information for Administrator of the Minor):

Carolyn Veale
Assistant Director, University Honors Program
cpveale@ncsu.edu
204 Clark Hall

Joshua Pierce
Associate Professor
jgpierce@ncsu.edu
Dabney Hall

Requirements for Admission and Completion of the Minor:

- Completion of a minimum of 16 required credit hours
 - A minimum overall GPA of 3.25 in the minor
 - Students may not take minor coursework on a credit only (pass/fail) or S/U basis
 - The minor coordinator will certify the minor prior to graduation
 - A minimum of 13 of the 16 required credit hours must be completed at NC State
- The minor must be completed no later than the final semester in which the student expects to graduate from his or her degree program. Paperwork for certification must be completed no later than during the registration period for the student's final semester at NC State University.

Statement on Other Departments Likely to be Affected and Summary of Consultations with those Departments:

LETTERS OF SUPPORT (Consultation Suggestions)

The following consultations will be initiated by Bret Smith:

Minor	Contact Name	Email	Phone
Global Leadership and Team Decision-Making	Debbie Reno Acker	dlreno@ncsu.edu	3-0148
Leadership in Agriculture and Life Sciences	Jackie Bruce	jackie_bruce@ncsu.edu	5-8801
Leadership : Cross Disciplinary Perspectives	Debbie Acker	dlreno@ncsu.edu	3-0148
Science Communication	Andrew R. Binder	arbinder@ncsu.edu	5-9570
Technical and Scientific Communication	Huiling Ding	hding@ncsu.edu	5-4120

Colleges	Contact Name	Email	Phone
College of Agriculture and Life Sciences	Associate Dean		
College of Science	Associate Dean		
University College			

Certificate	Contact Name	Email	Phone
Agriculture Leadership Certificate	Jackie Bruce	jackie_bruce@ncsu.edu	5-8801
Leadership in the Public Sector	LaShica Waters	ldwaters@ncsu.edu	3-4330

TEAM Science Minor and Course Consultations

Consultation with College of Agriculture and Life Sciences (complete)

----- Forwarded message -----

From: **Holly Hurlburt** <hshurlbu@ncsu.edu>
Date: Fri, Mar 26, 2021 at 12:19 PM
Subject: Re: Request: Consult with Wilson College of Textiles
To: Bret Smith <bhsmith6@ncsu.edu>
Cc: Carolyn Veale <cpveale@ncsu.edu>

Dear Dean Smith,

The University Honors Program and the Comparative Medicine Institute are in the process of creating an interdisciplinary minor, "Teamwork in Interdisciplinary Biomedical Research" (see attached description and syllabi for 2 new courses). It is a collaborative partnership between the Comparative Medicine Institute and the University Honors Program that stems from a National Institute of Health (NIH) grant funded program. The foundation of this partnership offers research support to qualifying underrepresented undergraduate students who want to major in biomedical research disciplines with training in team science. As a result of our efforts, we have made key components of the program available to other university students who have an interest in the biomedical team sciences. This minor will not only be an option for underrepresented students in the grant program, University Honors and University Scholars students, but students who are interested in Interdisciplinary Biomedical teamwork. In addition, this undergraduate minor mirrors a graduate level minor Teamwork in Interdisciplinary Biomedical Research in the Comparative Molecular Medicine Training Program.

We request your assistance in organizing a consultation with the College of Agriculture and Life Sciences, and in particular with the leaders of the Leadership in Agriculture and Life Sciences Minor and Leadership Certificate - the contact person for these programs is Jackie Bruce (jackie_bruce@ncsu.edu) Please let us know if there is more we can do to assist in this process, and thank you for your support.

Holly Hurlburt and Carolyn Veale

----- Forwarded message -----

From: **Bret Smith** <bhsmith6@ncsu.edu>
Date: Fri, Mar 26, 2021 at 12:58 PM
Subject: Fwd: Request: Consult with Wilson College of Textiles
To: John Dole <jmdole@ncsu.edu>
Cc: Holly Hurlburt <hshurlbu@ncsu.edu>

Hi John,

The University Honors Program and the Comparative Medicine Institute are in the process of creating an interdisciplinary minor. Accordingly, I am requesting a consultation from the College of Agriculture and Life Sciences (see below).

Thanks so much!

Regards,

Bret

Bret H. Smith
Sr. Associate Dean, University College
Division of Academic and Student Affairs
308 Park Shops
Raleigh, NC 27695

Office: 919.515.6605

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TEAM Science Minor and Course Consultations

----- Forwarded message -----

From: **John Dole** <jmdole@ncsu.edu>
Date: Mon, Mar 29, 2021 at 6:29 PM
Subject: Fwd: Request: Consult with Wilson College of Textiles
To: Bret Smith <bhsmith6@ncsu.edu>, Holly Hurlburt <hshurlbu@ncsu.edu>
Cc: Jackie Bruce <jabruce2@ncsu.edu>

Bret and Holly,

The following is the response from Jackie. We still have a request for comment out to Trino.

Let us know if you have any questions.

John

----- Forwarded message -----

From: **Jackie Bruce** <jabruce2@ncsu.edu>
Date: Mon, Mar 29, 2021 at 4:15 PM
Subject: Re: Request: Consult with Wilson College of Textiles
To: John Dole <jmdole@ncsu.edu>

John,

It appears that they are not overlapping with what we do in the AEE Teams course, but I can't say for sure because there's not a ton of detail in the syllabi. I would say it could go forward.

With my gratitude,

Jackie Bruce

~~~~~  
Jackie Bruce, PhD  
Associate Professor & Director of Graduate Programs for [Agricultural & Extension Education](#)  
Co-Director [Oaks Leadership Scholars Program](#)  
[Agricultural & Human Sciences Department](#)  
[NC State University](#)  
213 Ricks Hall; Campus Box 7607  
Raleigh, NC 27695

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From: **Jose Ascencio-Ibanez** <jascenio@ncsu.edu>  
Date: Thu, Apr 15, 2021 at 2:14 PM  
Subject: Re: Request: Consult with Wilson College of Textiles  
To: John Dole <jmdole@ncsu.edu>

John:

Here you have my comments about the Minor. I apologize for the delay. I misplace the deadline in my calendar.

Greetings

• **Potential benefits for your program**

The Biochemistry Department will potentially benefit from this Minor because many in our population are invested in medical areas. The minor seems to provide several opportunities to do research beyond a simple course and includes the team efforts that are more and more being a necessity in research and not only an exceptional event. Biochemistry students will find this option attractive and interesting.

• **Potential overlaps or issues with your program, if approved**

We don't see overlap with our programs. We have our own research options (not-by honors) and also our own honors pathways and none collide or interfere with the proposed Minor.

• **Potential opportunities for collaboration**

We see opportunities for collaboration by faculty participating in the discussions and by encouraging our students to engage with the Minor.

• **Suggestions for improvement of their proposal**

It seems the proposal is already well thought and very few issues were raised while reading it. One was the use of "one page" or "two page" reports instead of using "number of words" but it is addressed properly when the authors describe a particular font, margins and font size, which makes it more clear to students. I would add that figures and references are not included in the count.

For absences, I think that it doesn't make clear sense to allow one absence (justified or not) and penalize with the same penalty. My suggestion is to allow one absence and state a penalty and reduce to half the penalty if the absence is justified (or a similar arrangement). But this is a suggestion, not sure is useful.

On Fri, Mar 26, 2021 at 3:02 PM John Dole <jmdole@ncsu.edu> wrote:  
Jackie and Trino,

Please review the attached request for a consultation and provide comments to Bret Smith and Holly Hurlburt (with a cc to me) by Wednesday, April 14. If we do not respond by that time, it will be assumed that we approve of the program. In providing your comments, consider the following:

- Potential benefits for your program
- Potential overlaps or issues with your program, if approved
- Potential opportunities for collaboration
- Suggestions for improvement of their proposal

Jackie, your comments have been specifically requested due to the leadership programs in AHS. Trino, many Biochem students continue into biomedical areas and your thoughts would be helpful.

Thank you both.

John

## TEAM Science Minor and Course Consultations

### Consultation with College of Humanities and Social Sciences (Requested - no response received)

Holly Hurlburt <hshurlbu@ncsu.edu>

Wed, Mar 31, 2021 at 2:41 PM

To: Bret Smith <bhsmith6@ncsu.edu>, Kasey Harris <kkharris@ncsu.edu>

----- Forwarded message -----

From: **Holly Hurlburt** <hshurlbu@ncsu.edu>

Date: Fri, Mar 26, 2021 at 12:23 PM

Subject: Fwd: Request: Consult with Wilson College of Textiles

To: Bret Smith <bhsmith6@ncsu.edu>, Carolyn Veale <cpveale@ncsu.edu>

Dear Dean Smith,

The University Honors Program and the Comparative Medicine Institute are in the process of creating an interdisciplinary minor, "Teamwork in Interdisciplinary Biomedical Research" (see attached description and syllabi for 2 new courses). It is a collaborative partnership between the Comparative Medicine Institute and the University Honors Program that stems from a National Institute of Health (NIH) grant funded program. The foundation of this partnership offers research support to qualifying underrepresented undergraduate students who want to major in biomedical research disciplines with training in team science. As a result of our efforts, we have made key components of the program available to other university students who have an interest in the biomedical team sciences. This minor will not only be an option for underrepresented students in the grant program, University Honors and University Scholars students, but students who are interested in Interdisciplinary Biomedical teamwork. In addition, this undergraduate minor mirrors a graduate level minor Teamwork in Interdisciplinary Biomedical Research in the Comparative Molecular Medicine Training Program.

We request your assistance in organizing a consultation with the College of Humanities and Social Sciences and in particular with the leaders of the Science Communication and Technical and Science Communication Minors - the contact people for these programs are Andrew Binder ([arbinder@ncsu.edu](mailto:arbinder@ncsu.edu)) and Huling Ding ([hding@ncsu.edu](mailto:hding@ncsu.edu)). Please let us know if there is more we can do to assist in this process, and thank you for your support.

Holly Hurlburt and Carolyn Veale

---

**Bret Smith** <bhsmith6@ncsu.edu>

Wed, Mar 31, 2021 at 2:51 PM

To: Deanna Dannels <dpdannel@ncsu.edu>

Cc: Holly Hurlburt <hshurlbu@ncsu.edu>, Kasey Harris <kkharris@ncsu.edu>, Jennifer Capps <jennifer\_capps@ncsu.edu>, Deborah Acker <dlireno@ncsu.edu>

Hi Deanna,

I am requesting another consultation (see below). This one is for an interdisciplinary minor "Teamwork in Interdisciplinary Biomedical Research." Assistant Dean Holly Hurlburt is shepherding the minor through the curricular process. If there are any questions beyond what is being provided here, she is the person to reach out to.

Thanks so much for your consultation.

Regards,

Bret

Bret H. Smith  
Sr. Associate Dean, University College  
Division of Academic and Student Affairs  
308 Park Shops  
Raleigh, NC 27695

Office: 919.515.6605

<https://dasa.ncsu.edu/step-by-step-help-topics/>  
<https://dasa.ncsu.edu/academics/keep-learning/>

## TEAM Science Minor and Course Consultations

### Consultation with College of Sciences (Requested - no response received)

----- Forwarded message -----

From: **Holly Hurlburt** <[hshurlbu@ncsu.edu](mailto:hshurlbu@ncsu.edu)>  
Date: Fri, Mar 26, 2021 at 12:25 PM  
Subject: Team Science Consult  
To: Bret Smith <[bhsmith6@ncsu.edu](mailto:bhsmith6@ncsu.edu)>, Carolyn Veale <[cpveale@ncsu.edu](mailto:cpveale@ncsu.edu)>

Dear Dean Smith,

The University Honors Program and the Comparative Medicine Institute are in the process of creating an interdisciplinary minor, "Teamwork in Interdisciplinary Biomedical Research" (see attached description and syllabi for 2 new courses). It is a collaborative partnership between the Comparative Medicine Institute and the University Honors Program that stems from a National Institute of Health (NIH) grant funded program. The foundation of this partnership offers research support to qualifying underrepresented undergraduate students who want to major in biomedical research disciplines with training in team science. As a result of our efforts, we have made key components of the program available to other university

<https://mail.google.com/mail/u/0?ik=96b1d4e6a6&view=pt&search=all&permthid=thread-f%3A1695589670943812428&siml=msg-f%3A16955896709...>

/31/2021

North Carolina State University Mail - Fwd: Team Science Consult

students who have an interest in the biomedical team sciences. This minor will not only be an option for underrepresented students in the grant program, University Honors and University Scholars students, but students who are interested in Interdisciplinary Biomedical teamwork. In addition, this undergraduate minor mirrors a graduate level minor Teamwork in Interdisciplinary Biomedical Research in the Comparative Molecular Medicine Training Program.

We request your assistance in organizing a consultation with the College of Sciences Please let us know if there is more we can do to assist in this process, and thank you for your support.

Holly Hurlburt and Carolyn Veale

----- Forwarded message -----

From: **Bret Smith** <[bhsmith6@ncsu.edu](mailto:bhsmith6@ncsu.edu)>  
Date: Fri, Mar 26, 2021 at 1:02 PM  
Subject: Fwd: Team Science Consult  
To: Maria Oliver-Hoyo <[maria\\_oliver@ncsu.edu](mailto:maria_oliver@ncsu.edu)>  
Cc: Holly Hurlburt <[hshurlbu@ncsu.edu](mailto:hshurlbu@ncsu.edu)>, Carolyn Veale <[cpveale@ncsu.edu](mailto:cpveale@ncsu.edu)>

Hi Maria,

I hope all is going well with you. The University Honors Program and the Comparative Medicine Institute are in the process of creating an interdisciplinary minor. Accordingly, I am requesting a consultation from the College of Science (see below).

Thanks so much!

Have a great weekend!

Regards,

Bret

Bret H. Smith  
Sr. Associate Dean, University College  
Division of Academic and Student Affairs  
308 Park Shops  
Raleigh, NC 27695

## TEAM Science Minor and Course Consultations

### Consultation with University College, Shelton Leadership Center (complete)

On Mon, Jan 25, 2021 at 10:19 AM Carolyn Veale <[cpveale@ncsu.edu](mailto:cpveale@ncsu.edu)> wrote:

Dear Debbie,

I have attached a draft of the **TEAM LEADERSHIP AND COMMUNICATION** in the Biomedical Sciences (TEAM) Minor. This draft includes the proposed minor and its components. I am requesting a consultation from **Global Leadership and Team Decision-Making** for this minor. As highlighted in the draft this minor is a collaborative partnership between the Comparative Medicine Institute and the University Honors Program that stems from a National Institute of Health (NIH) grant funded program. The foundation of this partnership offers research support to qualifying underrepresented undergraduate students who want to major in biomedical research disciplines with training in team science. As a result of our efforts, we have made key components of the program available to other university students who have an interest in the biomedical team sciences. This minor will not only be an option for underrepresented students in the grant program, but students who are interested in TEAM SCIENCE and enrolled in the introductory course Introduction to Team Science. The Introduction to Team Science course was offered in the fall of 2019 (20 enrolled) and 2020 (25 enrolled) semesters. In addition, this undergraduate minor mirrors a graduate level minor in the Comparative Molecular Medicine Training Program.

We would greatly appreciate a response by 2/12/2021 in order to move the action further.

All the best,

--

Carolyn Veale, M.Ed.  
Assistant Director and Instructor, University Honors Program  
Program Manager  
U-TEAM: Undergraduate Interdisciplinary Training in Comparative Biomedical Research  
NC State University  
Division of Academic and Student Affairs  
Campus Box 8610  
Raleigh, NC 27695-8610  
919.513.4077  
<http://honors.ncsu.edu>  
[carolyn\\_veale@ncsu.edu](mailto:carolyn_veale@ncsu.edu)

**From:** Deborah Acker <[debbie\\_acker@ncsu.edu](mailto:debbie_acker@ncsu.edu)>

**Date:** March 29, 2021 at 2:43:11 PM EDT

**To:** Carolyn Veale <[cpveale@ncsu.edu](mailto:cpveale@ncsu.edu)>

**Subject: Re: Proposed Minor Consultation**

Dear Carolyn,

By receipt of this email, SLC is delighted to partner with Honors and welcome the idea of this undergraduate minor.

Sincerely,  
Debbie

**Dr. Debbie Reno Acker**

Senior Associate Director, Operations and Academic Programs  
Shelton Leadership Center  
Affiliate Graduate Faculty, Comparative Biological Sciences  
College of Veterinary Medicine  
(o) 919-513-0150  
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