

**ANTR 585 – Directed Study in Human Proseccion**

Spring Semester 2024

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

## Section 1 – Course Information

### Elective Description

Directed Study in Human Prosection is a variable 1 – 3 credit hour elective that provides students an opportunity to deepen their understanding of human anatomy while gaining prosection/dissection experience.

The course is an independent study laboratory, whereby each student will be assigned individual prosection projects of selected anatomical regions and/or isolated human organs requiring exposure of selected structures. Although there are no required reading materials, the faculty **EXPECT THE STUDENTS TO PREPARE FOR THE PROSECTIONS** by reading more comprehensive texts and consulting anatomical atlases (books and electronic sources, etc.).

As is generally true in any of life's endeavors, the more the student puts into this course, the more they will get out of it. **Most students spend at least 6-8 hours per credit hour per week in the lab prosecting.** Nevertheless, please note, there exists a rather precarious balance in this course between prosection speed and learning. Slow dissection facilitates learning, while some measure of speed permits additional and more varied prosection projects and an increase in exposure. Assignments are given with an estimated length of time required to complete that prosection with the number of weeks necessary to finish correlating to the point value of the assignment.

**Please be aware that prosection is tedious, slow, and can be a frustrating process that requires attention to detail and planning.**

### Course Goals

1. Gain in-depth experience and demonstrate competence in dissection/prosection.
2. Gain understanding of three-dimensional presentations of anatomy through prosection.
3. Develop the ability to work independently and responsibly and interact with peers and faculty.

### Course Director

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

Name: Nicole Geske, Ph.D.

Phone: 517-353-5269

Email: [geskenic@msu](mailto:geskenic@msu) (preferred method)

Address: A519 E. Fee Hall, 965 Fee Road, East Lansing, MI 48824

### Staff or Student Coordinator

Name: Joshua Vincent

Phone: 517-353-3240

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

Address: A519 E. Fee Hall, 965 Fee Road, East Lansing, MI 48824

## Instructors

### East Lansing Campus

Name	Email	Phone	Site
Libby Bradley, PhD	<a href="mailto:bradl437@msu.edu">bradl437@msu.edu</a>	(515) 353-3240	EL
John Fitzsimmons, MD	<a href="mailto:fitzsi10@msu.edu">fitzsi10@msu.edu</a>	(517) 353-4547	EL
*Nicole L. Geske, PhD	<a href="mailto:geskenic@msu.edu">geskenic@msu.edu</a>	(517) 353-5269	EL
Loro L. Kujjo, PhD	<a href="mailto:kujjo@msu.edu">kujjo@msu.edu</a>	(517) 355-4526	EL
William McMillan	<a href="mailto:mcmill11@msu.edu">mcmill11@msu.edu</a>	(517) 432-7147	EL
Maureen Schaefer, PhD	<a href="mailto:schae156@msu.edu">schae156@msu.edu</a>	(517) 432-1372	EL

\*Site Coordinator

### Detroit Medical Center and Macomb Campuses

Name	Email	Phone	Site
Diana Hristova, MD, MSc	<a href="mailto:hristov3@msu.edu">hristov3@msu.edu</a>	(313) 578-9612	DMC
*Sarah Tilden, PhD	<a href="mailto:tildensa@msu.edu">tildensa@msu.edu</a>	(313) 578-9612	DMC
*Carrie L. Nazaroff, PhD	<a href="mailto:tatarcar@msu.edu">tatarcar@msu.edu</a>	(734) 536-6788	MUC

\*Site Coordinator

## Lines of Communication

- For administrative aspects of the Course: contact the course director.
- For content questions relating to a specific lecture or topic: contact the faculty presenter for that specific portion of the course or your SE MI on-site instructor.
- For absences/missed exams (see excused absence information below).

## Office Hours

Questions concerning may be discussed individually by making an appointment with the Course Director, Dr. Nicole Geske, A519 E. Fee Hall, by phone at 517-353-5269 or via e-mail: [geskenic@msu.edu](mailto:geskenic@msu.edu). The course director is generally available by appointment.

## Textbooks and Reference Materials

### Required

- There are no required textbooks.
- Although there are no required reading materials, the faculty *EXPECT THE STUDENTS TO PREPARE FOR THE PROSECTIONS* by reading more comprehensive texts and consulting anatomical atlases (books and electronic sources, etc.) as recommended below.

## Recommended

- The MSU library has a number of free electronic and non-electronic resources (<https://libguides.lib.msu.edu/anatomy-resources>).

## Elective Schedule

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

Day/Date	Times (if applicable)	Required Activities	Specific Information
TBD	TBD	Mandatory Orientation	Information on lab usage, safety, and other guidelines
PX Lab Availability	PX Lab Availability	Prosection	Variable number of assignments

\*Note: on the average, each student is expected to spend 6-8 hrs/week prosecting.

## Required Exams/Assessments

There will be a variable number of prosections given in ANTR 585 this semester. Your score on prosection assignments will determine your grade in the course. The assessment schedule is as follows:

Required (if applicable)	Projected Points	Material to be Covered
First project mid-way check-in with faculty	Minus 2 points for non-completion, minus 1 point for not reaching the 30% mark	Students should be able to: 1) identify the structures uncovered so far, 2) answer the learning objectives that apply to what they have uncovered so far, and 3) describe what their next steps
Faculty assessment ("checkout") of student's prosection for each assignment	10-50 points for each assignment	Students should be able to: 1) identify the structures listed in the protocol on their project, and 2) answer the learning objectives listed in the protocol.

Students must complete a series of prosection projects that total 7 difficulty points (70 points) for 1 credit and 9 difficulty points (90 points) for 2 credits (see table below). Students must also complete one project that is 4 or 5 difficulty points (40 or 50 points).

Grade	Percentage	1 Credit DP	2 Credits DP	3 Credits DP (only approved PX Lab alumni/ae)
Pass (P)	80% or greater average on all projects	7	9	13
No Grade (N)	Less than 80% average on all projects	< 7	< 9	< 13

## Prosection Point Values

Prosection projects have a designated point value based on the difficulty of the project and the length of time required for completion (see table below). The types of available projects are categorized by difficulty level (points) in the table below. Project assignments will be determined by the lead faculty member and will be based on several factors, including project availability, student interest, and the student's level of prosection and/or dissection experience.

<b>Level 1</b> (DP = 1) <b>Score = 10 Points</b> <b>Complete within 2 weeks</b>	<b>Level 2</b> (DP = 2) <b>Score = 20 Points</b> <b>Complete within 3 weeks</b>	<b>Level 3</b> (DP = 3) <b>Score = 30 Points</b> <b>Complete within 5 weeks</b>	<b>Level 4</b> (DP = 4) <b>Score = 40 Points</b> <b>Complete within 7 weeks</b>	<b>Level 5</b> (DP = 5) <b>Score = 50 Points</b> <b>Complete within 9 weeks</b>
	Ant Sup Thorax Ant Sup Abdomen	Ant UL Muscular Ant LL Ant Int Thorax	Ant Deep Thorax Ant Deep Abdomen	Ant Sup Head Ant Int Head Ant Deep Head Ant UL Neurovasculature Ant Int Abdomen
		Post LL (Left Side) Post UL	Post LL (Right Side) Post Int Back	Post Laminectomy
- Hemi Hip Ligaments - Heart - Hand Neurovasulcature - Foot Neurovasulcature  <b>5 points:</b> - Shoulder - Elbow Ligaments - Knee Ligaments - Foot Ligaments - Abdominal Viscera	- Orbit (Both Sides) - Vertebral (Ligament) - Whole Hip Ligaments - Ant Hemi Pelvic Neurovasculature	- Whole Pelvic Floor and Perineum		
<b>- Pelvic bucket specimens are automatically 10 pts, plus another 10 pts for each protocol listed. Total possible pts = 30.</b> <b>- Abbreviations: DPs = Difficulty Points.</b> <b>Ant = anterior; Post = posterior; Sup = superficial; Int = intermediate; UL = upper limb; LL = lower limb.</b>				

You may find it helpful to closely examine any of the finished prosections on the main lab teaching floor at any time (before you start your assignment or in the middle...), but make sure that there is not a class using the area of the lab where your target donor is located. If you have a question, ask a LA for help finding a donor with your assignment. Designation codes may not be intuitive.

**PLEASE NOTE: Your assignment is unique!** Do NOT judge your progress based upon what others are doing. Each prosector has a different body/body region (with different anatomical variation) and each

prosector generally has a different prosection assignment (with different levels of difficulty). Furthermore, different students have different levels of motivation, manual dexterity, and experience. Thus, it is possible that two students taking the prosection course for the same number of credit hours will end up completing different number of prosections, yet still receive the same final course grade.

### **Mid-way Check-ins**

You will need to complete a midway check-in with your site coordinator around the halfway point of your first project. The due date for this will be listed in the Important Deadlines document on D2L.

This check-in will evaluate that you are at least 30% complete with your first project and will give you an opportunity to ask questions. The midway check-in will ask you to identify the structures you have uncovered so far and describe what your next steps in the project are. A midway check-in only needs to be completed for your first project.

**This meeting is a course requirement. Failure to complete a midway check-in will result in a loss of two (2) points. Failure to be at least 30% complete with your project during your midway check-in will result in a loss of one (1) point.**

### **Prosection Project “Checkouts”**

Upon completion of a prosection project, students are required to complete a project checkout. The project checkout will consist of the student orally presenting their project to a faculty member.

#### **When your prosection assignment is completed:**

1. Make arrangements to have a prosection Laboratory Attendant (LA) look over the prosection and confirm that ALL objectives are visible. You will do a “practice” checkout with the LA so that they can ensure that you are ready for your faculty checkout and give you feedback.
2. **Complete any suggestions** offered by the LA (e.g., additional clean-up, etc.).
3. **Once the LA clears you**, then email the appropriate FACULTY member for FINAL check-out. (Please provide several dates and times that you are available to meet).
4. **If your designated faculty member is unavailable**, you may also email the other faculty members and request for help to check-out.

#### **Students should address the following during their project checkout:**

- Identify required structures.
- Discuss structure function, where applicable
- Discuss pathology and/or structural variation, where applicable.

#### **Projects will be evaluated according to the following criteria:**

- Time on task (5%). Deductions will be made for projects that are overdue or do not meet the minimum hours spent in lab per week.
- Oral Presentation at checkout (40%). Deductions will be made for misidentified structures or incorrect learning objectives.

- Required objectives exposed (40%). Deductions will be made for missing or damaged objectives.
- Quality of prosection (15%). Deductions will be made for donors or projects that need additional cleaning or have been dried out or damaged.

## Required Proctoring Arrangements

None applicable to this elective.

## Elective Grades

A student's course grade is determined by the following formula:

$$\frac{\text{(Sum of points earned in all prosection assignments)}}{\text{(total points possible)}} \times 100\% \\ = \text{Final Percent Score}$$

- **P-Pass\***—means that credit is granted and that the student achieved a level of performance judged to be satisfactory by the instructor. To obtain a “P” grade for this course, a student must obtain 80% average for all completed prosection assignments.
  - **Note:** Non-medical students must take this course for a numerical grade.
- **N-No Grade**—means that no credit is granted and that the student did not achieve a level of performance judged to be satisfactory by the instructor. A student who accumulates less than an accumulated score below 80% or does not complete the number of difficult point requirements will receive an “N” grade. An “N” grade may also be given to any prosector who does careless work, or disrespects donors (includes photography or video recording of a donor or cadaveric material, allowing unauthorized visitor(s) into the laboratory).
- Remediation - Since elective courses in the MSUCOM preclerkship curriculum are optional, students are not required to remediate the elective if an “N” grade is received, and no remediation option is available.
- **ET-Extension\* Grade** — a grade of “ET-Extension (ET)” may be given due to occurrence of special or unusual circumstances, but a final grade must be reported upon completion of the final course work in the sequence or in the time approved for the completion of the work. If a final grade is not reported in this period, the ET will be changed in accordance with the grading system of the student's program.
  - **Note:** ET grades require a formal agreement between the Course Director and student.

## Student Evaluation of the Course

We want your feedback on how to improve this course.

- Informal Feedback: Feel free to approach the Course Director, Dr. Nicole Geske, or any of the other course faculty with your reactions and suggestions. Or write out your comments and email them to the Course Director or Faculty. From time to time, we may also convene focus groups of students, as an additional way to elicit your opinions and suggestions.
- Formal Evaluation: In addition to the above, we ask every student in the class to complete formal on-line Elective evaluation upon conclusion of the Elective. Student Elective evaluations are highly recommended. Student feedback provides Elective Coordinators with valuable information regarding their performance, the performance of their instructors and the quality of the Elective. The information gained from these evaluations is used to continuously improve future offerings of this Elective.

## Section 2 – Policies

Please refer to the <https://com.msu.edu/current-students/student-handbook-course-catalog> for these and other policies.

### Academic Honesty and Professionalism

Every student is responsible for their behavior and is expected to adhere to all MSU and MSUCOM policies of academic honesty and professionalism, as outlined in the MSUCOM Student Handbook and the MSU Medical Student Rights and Responsibilities. These documents may be found on the MSUCOM website. Additional guidance on academic integrity may be found on the MSU Ombudsperson’s website at <https://ombud.msu.edu/resources-self-help/academic-integrity>.

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

### Types of Class Sessions

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

- Live or livestream lecture: broadcast at a designated time; intended to be viewed synchronously
- Online Lecture: recorded content, may be viewed asynchronously
- Webinar: more interactive session where student participation is expected
- Lab: may refer to on-site clinical skills training or online lab session; see details

### Changes to Course Schedule or Requirements

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

### Mandatory and Optional Class Sessions

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

### Absences from Mandatory and Examinations/Assessments

It is the responsibility of the student to know which class sessions are deemed as mandatory and comply with the MSUCOM policy regarding absences from mandatory sessions and examinations. This policy

may be found in the MSUCOM Student Handbook on the MSUCOM website. Requests for an excused absence must be arranged with the course faculty.

### **Computer-Based Testing**

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

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

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

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

### **Medical Student Rights and Responsibilities**

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

### **iClicker Reef/(iClicker Student) Policy**

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

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

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

### **Remediation**

The MSUCOM Policy for Retention, Promotion and Graduation requires successful completion of each required course to progress in the curriculum. Remediation is not available for preclerkship electives.

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

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

## **Academic Support Resources at MSUCOM**

As a way to acclimate you to the curriculum at MSUCOM, we have created a program called On Target: <https://michiganstate.sharepoint.com/sites/OnTargetforAcademicSuccess>

On this site you will find semester roadmaps which gives a general overview of each semester, tools needed to be successful in the curriculum and targeted resources for your unique learning situation. In each semester's road map, you will also find course expectations, tips for success, potential trouble spots, longitudinal course integration, and specific course study guides.

## **Requests for Accommodations**

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

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

## **Title IX Notifications**

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

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

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

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

### **Addendum: Course Schedule**

The course schedule for the current semester will be posted to D2L. Changes to the course schedule will be noted on the class academic calendar and communicated to students via D2L and/or email. The schedule for the most recent offering of this course will be posted on the MSUCOM website under Current Students/Preclerkship Curriculum.