University of Florida

GMS 6953 Art and Science of Mentoring
for the Biomedical Scientist as Educator Certificate (BSaE-C)
1 credit

Instructor: Dr. Roger B. Fillingim, Distinguished Professor
Tel: (352) 273-5963
E-mail: rfilling@ufl.edu
Office Hours: Monday 12:00-2:00 p.m. or by appointment.

REQUIRED TEXTBOOK
Course-pack of required articles

Recommended Book

Materials and Supplies Fees
Students will be expected to pay the costs for the course-pack.

I. Course Description
In the GMS 6953 Art and Science of Mentoring for the Biomedical Scientist as Educator course, participants will acquire the knowledge and skills required to effectively mentor other professionals who are in early stages of career development and to enhance their own experiences as mentees. Students will develop knowledge and skills through provision of didactic information and through experiential learning activities. Students will use their skills to: (a) complete an individual development plan, (b) identify ethical dilemmas in mentoring and describe strategies to prevent them, and (c) articulate their own mentoring philosophy.

This Biomedical Scientist as Educator course, GMS 6953 Art and Science of Mentoring, will be taught using the online learning platform, Canvas, sponsored by the University of Florida to permit flexibility in the learning environment and to model online teaching for the prospective academician.

II. Course objectives
1. Enhance your knowledge regarding the nature and value of mentoring relationships
2. Develop skills needed to effectively mentor early students and career professionals
3. Construct your own individual development plan (IDP) and understand the use of IDPs in mentoring
4. Develop communication skills and understand their application in mentoring relationships
5. Identify ethical issues in mentoring and understand how to prevent and resolve them
6. Assess and align mentor and mentee goals and expectations
7. At the conclusion of the Biomedical Scientist as Educator course, GMS 6953 Art and Science of Mentoring, write your mentoring philosophy and reflect on how your philosophy will influence your mentoring relationships in the future.

III. PROFESSIONALISM, CLASSROOM ETIQUETTE, AND STUDENT ACCOMMODATIONS

Students Requiring Accommodations
Students with disabilities requesting accommodations should first register with the Disability Resource Center (352-392-8565, www.dso.ufl.edu/drc/) by providing appropriate documentation. Once registered, students will receive an accommodation letter, which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

Online Class Demeanor
Students are expected to arrive to online sessions on time and behave in a manner that is respectful to the instructor and to fellow students. The use of cell phones during class sessions is prohibited. Students should place cell phones on mute during class presentations and related activities. Opinions held by other students should be respected in discussion, and conversations that do not contribute to the discussion should be held at minimum, if at all.

Attendance policy
Completion of all online discussions and related course assignments will constitute attendance. Thus, attendance is subsumed by each of the graded assignments. Excused absences must be consistent with university policies in the Graduate Catalog (http://gradcatalog.ufl.edu/content.php?catoid=10&navoid=2020#attendance) and require appropriate documentation. Additional information can be found here: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

University Honesty Policy
UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” The Honor Code (https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions, please consult with the instructor.

Course Evaluation
Students are expected to provide feedback on the quality of instruction in this course by completing online evaluations at https://evaluations.ufl.edu. Evaluations are typically open
during the last two or three weeks of the semester, but students will be given specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results/.
IV. COURSE REQUIREMENTS AND EVALUATION OF STUDENT PERFORMANCE

Grading Policy

<table>
<thead>
<tr>
<th>Percent</th>
<th>Grade</th>
<th>Grade Points</th>
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<tbody>
<tr>
<td>90.0 - 100.0</td>
<td>A</td>
<td>4.00</td>
</tr>
<tr>
<td>87.0 - 89.9</td>
<td>A-</td>
<td>3.67</td>
</tr>
<tr>
<td>84.0 - 86.9</td>
<td>B+</td>
<td>3.33</td>
</tr>
<tr>
<td>81.0 – 83.9</td>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>78.0 - 80.9</td>
<td>B-</td>
<td>2.67</td>
</tr>
<tr>
<td>75.0 - 77.9</td>
<td>C+</td>
<td>2.33</td>
</tr>
<tr>
<td>72.0 – 74.9</td>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>69.0 - 71.9</td>
<td>C-</td>
<td>1.67</td>
</tr>
<tr>
<td>66.0 - 68.9</td>
<td>D+</td>
<td>1.33</td>
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<tr>
<td>63.0 - 65.9</td>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>60.0 - 62.9</td>
<td>D-</td>
<td>0.67</td>
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<tr>
<td>0 - 59.9</td>
<td>E</td>
<td>0.00</td>
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- Readiness for class, contributions to discussion, quality of respond to Instructor questions, or questions posed – 30%
- Student presentation of mentor & mentee interviews – 10%
- Student presentation of individual development plan – 10%
- Student presentation of ethical dilemma – 10%
- Small group presentation of activities toward independence – 10%
- Written mentoring philosophy and reflection – 30%
V. COURSE SCHEDULE

<table>
<thead>
<tr>
<th>Week # of Class</th>
<th>Session Topics</th>
<th>Materials to be Prepared for Class Session</th>
</tr>
</thead>
</table>
| 1.              | Course Introduction  
Review of Syllabus  
**Instructor Presentation**  
Introduction to Mentoring | Complete pre-test on mentoring attitudes and knowledge  
Read the following paper:  
| 2.              | **Instructor Presentation**  
Qualities of Good & Bad Mentors  
Qualities of Good & Bad Mentees  
Effective Mentoring Relationships | Read the following paper:  
| 3.              | **Student Presentations** | Interview one mentor and one mentee using the interview questions provided, and present your findings to the class. |
| 4.              | **Instructor Presentation**  
Effective Communication in Mentoring |  |
| 5.              | **Instructor Presentation**  
Assessing Goals & Aligning Expectations  
Individual Development Plans  
Mentor-Mentee Compacts | Read the following paper:  
| 6.              | **Student Presentations** | Complete your own IDP using one of the tools provided, and discuss what you learned with the class. |
| 7.              | **Instructor Presentation**  
Assessing skills and understanding  
Providing feedback |  |
| 8.              | **Instructor Presentation**  
Cultivating Ethical Behavior  
Responsible conduct of research | Read the following paper:  
| 9.              | **Student Presentations** | Present an ethical dilemma in mentoring and discuss how it could have been prevented and how it could be resolved. |
| 10.             | **Instructor Presentation**  
| 11.             | **Small Group Presentations** | Each group will be assigned one of the following tasks and will present a detailed plan for accomplishing that task: 1) You are going on a job interview. Describe you preparation and develop a list of questions you plan to ask while being interviewed. 2) Negotiate your salary and startup |
12. **Instructor Presentation**  
Mentoring Across Diversity  
Read the following paper: Williams, et al, Academic Medicine 91: 1128-1135.

13. **Instructor Presentation**  
Articulating Your Mentoring Philosophy

14. **Student Presentations**  
Write-up your mentoring philosophy and present to the class.

**Software Use**  
All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

**Student Privacy**  
There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see: [http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html](http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html)

**Campus Resources:**

- **Health and Wellness**
  - **U Matter, We Care:** If you or a friend is in distress, please contact umatter@ufl.edu or 352 392-1575 so that a team member can reach out to the student.
  - **Counseling and Wellness Center:** [http://www.counseling.ufl.edu/cwc](http://www.counseling.ufl.edu/cwc), and 392-1575; and the University Police Department: 392-1111 or 9-1-1 for emergencies.

- **Sexual Assault Recovery Services (SARS)**
  Student Health Care Center, 392-1161.

- **University Police Department** at 392-1111 (or 9-1-1 for emergencies), or [http://www.police.ufl.edu/](http://www.police.ufl.edu/).

**Academic Resources**

- **E-learning technical support**, 352-392-4357 (select option 2) or e-mail to Learning-support@ufl.edu. [https://lss.at.ufl.edu/help.shtml](https://lss.at.ufl.edu/help.shtml).
<table>
<thead>
<tr>
<th><strong>Career Resource Center</strong></th>
<th>Reitz Union, 392-1601. Career assistance and counseling. <a href="https://www.crc.ufl.edu">https://www.crc.ufl.edu/</a>/</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Library Support</strong></td>
<td>Various ways to receive assistance with respect to using the libraries or finding resources. <a href="http://cms.uflib.ufl.edu/ask">http://cms.uflib.ufl.edu/ask</a>.</td>
</tr>
<tr>
<td><strong>Teaching Center</strong></td>
<td>General study skills and tutoring. <a href="https://teachingcenter.ufl.edu/">https://teachingcenter.ufl.edu/</a>.</td>
</tr>
<tr>
<td><strong>Writing Studio</strong></td>
<td>Help brainstorming, formatting, and writing papers. <a href="https://writing.ufl.edu/writing-studio/">https://writing.ufl.edu/writing-studio/</a>.</td>
</tr>
</tbody>
</table>

**On-Line Students Complaints:** [http://www.distance.ufl.edu/student-complaint-process](http://www.distance.ufl.edu/student-complaint-process)