



*Department of Pharmaceutical Outcomes and Policy*

**POP Research Seminar 2021-2022**

PHA 6938, Section 17631

Thursdays from 11:00am – 12:30am, HPNP 1402 Auditorium

**\*\*Subject to change as required, advanced notice will be given\*\***

**Faculty Coordinator:**

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**Administrative Coordinator:**

Valarie Jackson

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**Teaching Assistant:**

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**Brief Description:**

The Pharmaceutical Outcomes and Policy Department Research Seminar consists of weekly meetings during the academic semester of faculty and students who are engaged in research and advanced study to discuss and report their research projects and findings. Occasional outside speakers may be invited. Because seminar is intended to develop the research and presentation skills of students, all graduate students are expected to attend all seminars, and present at least once during the academic year.

**The broad purposes of research seminar include:**

- disseminating new knowledge and research methodology
- fostering discussion among investigators
- building collegial networks
- enhancing critical thinking
- spurring creativity
- improving research presentation skills

**Broad Educational Objectives**

Participants in research seminar will:

1. Learn about emerging and evolving methods for research in pharmaceutical outcomes and policy.

2. Discuss concepts and research strategies with investigators who have complementary expertise and experience.
3. Be exposed to new research ideas beyond the limits of individual specialization, discipline, and research setting.

### **Specific Objectives of the seminar**

#### ***Knowledge:***

Through research seminar, participants will:

1. Review concepts and increase understanding of research in pharmaceutical outcomes and policy.
2. See examples of research and learn about new applications of research methods.
3. Solve practical problems in conducting research.

#### ***Skills:***

As a result of research seminar, participants will increase their skills in:

1. Preparing and delivering a presentation.
2. Leading discussions.
3. Asking and responding to thoughtful questions.
4. Recognizing and validating approaches for initiating and conducting research.
5. Increasing the efficiency and effectiveness of their research.

#### ***Attitudes:***

As a result of research seminar, participants will enhance their appreciation of:

1. Introspection and self-appraisal of research.
2. The value of enlisting others in planning and thinking about research methods and projects.
3. The need to actively participate and support colleagues in research.

### **Structure and Process of Seminar**

The typical format for research seminar within the Department of Pharmaceutical Outcomes & Policy is a formal presentation followed by an opportunity for questions and discussion among the participants. Seminars are scheduled over a 90-minute time block. For sessions where there are two speakers, the maximum time allocated for a single presentation will be 40 minutes. For sessions where there are three speakers, the maximum time allocated for a single presentation will be 25 minutes. We will allocate 5 minutes at the end of each presentation for attendees to engage in a question-and-answer discussion and provide feedback for the seminar speaker's benefit via a survey that will be circulated prior to the start of class.

Participants in research seminar rotate responsibility for presenting. Each graduate student will be designated as a seminar speaker at least once in each academic year. **Graduate students must see their faculty advisor or the faculty member supervising the research being**

presented at least 2 weeks prior to a scheduled presentation to obtain advice and guidance on their seminar plans.

Factors that contribute to successful seminars include the following (Chickering, Gamson, & Barsi 1989, Nakaji 1994):

- An open, safe, and supportive environment
- high expectations
- excellent facilitation
- cooperation among participants
- minimal structure and ample free time
- the sharing of ideas
- respect for diverse talents and ways of learning.

### **Roles and Responsibilities**

**Faculty Coordinator:** Session moderator, and coordinates evaluation and feedback.

**Administrative Coordinator:** Oversight of administrative details including presenter scheduling; room reservations; audiovisual equipment and other supplies; communications with participants and invited guests; arrangement for travel, lodging and food as needed.

**Teaching assistant:** Coordinates with participants to collect presenter information; prepares and communicates information about seminar including flyers, presenter information, and feedback surveys; set up technology for presenters

**Speakers:** All presenters are responsible for the following:

- By **Noon, Monday of the week prior to your presentation**, please email the following to Valarie Jackson and the seminar TA:
  - The presentation title
  - Name of the faculty member who will serve as your mentor for the presentation. The mentor need not be the official advisor.
  - A structured abstract of the presentation (250-300 words) for distribution
  - A short biographical sketch
- During the presentation, offering a question-and-answer period and/or planning for discussion among participants

**Participants:** A **technology ban** will be in effect for the duration of seminar (i.e., no cell phones, tablets, laptops). The only exception to this ban is the use of laptops to respond to the feedback survey at the conclusion of a seminar presentation. Arrive on time prepared to actively participate or notify Valarie Jackson via email if you are unable to attend seminar with the reason for the absence. Complete the designated evaluation form following each seminar presentation.

## **Background Reading and Materials**

Speakers are encouraged to provide participants with background reading or recommendations for preparation in advance of their seminars. Presentation materials and reading recommendations should be provided to the administrative coordinator in electronic format at least one week prior to the date of the seminar. The materials will be included in the emailed seminar announcement.

## **Evaluations**

Those attending seminar are **required** to complete the peer evaluation survey during seminar. A unique survey link will be circulated prior to the start of seminar in an email. At the conclusion of a speaker's presentation, we will pause for five minutes to allow each audience member to reply to the survey. Students will be expected to complete this survey before leaving the room for a break or at the conclusion of the seminar. Feedback from the survey will be collected and circulated to the presenter so that the presenter may use the feedback to improve and modify presentation skills for future presentations. **We expect that each evaluation includes not only general comments about the presentation (just as format or delivery) but at least one insightful comment or question about the presented content.** This could include recommendations how the study could be improved, highlights were the presented content was not clear or other constructive comments with direct focus on the presented research.

## **Attendance Policy**

Attendance and punctuality are mandatory and expected. Due to the rising SARS-CoV-2 infections, if you are not fully vaccinated or sick with COVID-19 like symptoms we recommend that you participate via zoom. The zoom link will be provided to you upon request. Please contact Valarie or Katherine for the zoom link. All other students are expected to participate in house. If you are unable to attend seminar on a particular date, you must make a request to the course coordinator prior to the class.

Student attendance may be excused in the following situations: serious illness, serious family emergencies, military obligation, severe weather conditions, religious holidays, and other reasons that are of serious nature. Absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) **will be** excused. Consideration will be given to unusual situations that are communicated to the Academic Coordinator prior to start of the semester. Students who have an infectious illness that is in the contagious phase should not come to class. This is an excused illness.

Tardiness is tracked and recorded such that two late arrivals to seminar will result in one unexcused absence. **To meet the requirement of 'attending seminar', the student must**

**complete the evaluation. Students who do not complete the evaluation with meaningful responses will be denoted as having an unexcused absence.**

### **Requests for excused absence**

A request for an excused absence or tardiness must be communicated prior to the class session by email. The email must be addressed to [vdj@cop.ufl.edu](mailto:vdj@cop.ufl.edu) and [almut@cop.ufl.edu](mailto:almut@cop.ufl.edu). Failing to follow this policy will render the absence unexcused. The expectation of prior notification will be exempted in situations where there was an emergency situation such as an accident or similar serious situation. A request for an "excused absence" does not guarantee acceptance. No precedence can be drawn from any courses in the College of Pharmacy or any other college within University of Florida. The student is responsible for follow up and confirming whether the absence is excused or unexcused.

**Note to presenters:** Students that have a scheduling conflict with their presentation date should first seek resolution by exchanging presentation dates with another student. When this change is confirmed, they should inform the faculty seminar coordinator and the administrative coordinator of the change.

### **Grading**

You will register for seminar for 1 credit hour during each summer and the assigned grade will reflect not only the seminar session you are responsible for, but also attendance and participation level during all seminar sessions including the submitted evaluations.

### **Communications**

Periodic announcements and other mass communication will be sent by email. Participants should email the faculty coordinator about personal issues or questions. The administrative coordinator is responsible for administrative support only and is not authorized to change the schedule without approval of the faculty coordinator.

### **Academic Integrity**

Academic honesty and integrity are fundamental values of the University community, and the University of Florida has adopted an Honor Code. Students and faculty at UF commit to holding themselves and their peers to the highest standards.

#### **The University of Florida Honor Code:**

*We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity. On all work submitted for credit by students at the university, the following pledge is either required or implied:*

***"On my honor, I have neither given nor received unauthorized aid in doing this assignment."***

The quality of education at UF is dependent upon the community acceptance and adherence to the Honor Code. Anyone aware of a violation of the Honor Code is bound by honor to take corrective action. Seminar participants will display the highest standards of

scholarly conduct and ethical behavior in professional scientific research at all times. Research results will be presented without misrepresentation or bias. Plagiarism (using or copying another person's work without attribution) is academic dishonesty. Any breach of academic integrity will be taken seriously, resulting in disciplinary action up to and including dismissal from UF. For more information about academic honesty and the University of Florida's Honor code, refer to Dean of Students Office and Student Judicial Affairs at <https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code>.

### **Accommodations for Students with Disabilities**

Students requesting classroom accommodation must first register with the Dean of Students Office. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the course instructor when requesting accommodation. Request for accommodation should be made at the beginning of the semester for exams or other assignments due during the semester.