Description

Independent study topics not offered in the current term. Independent study is only available for topics addressed by current courses if the topical course will not be offered during the academic year, or if the scheduling of the topical course is such that it will require a delay in timely completion of the degree for the student.

Contact Information

Dr. Melissa C. Johnson

Email: mcavalli@westga.edu
Office: Biology Room 215
Phone: 678-839-4043

My office is located on the 2nd floor of the biology building inside office suite room 210 near the men's restrooms. During Spring 2021 meetings will be available in person or virtually.

All official University communication will be through your UWG email, so you should check it regularly for university specific updates. Please use the email system located within CourseDen for all course related questions, I will check CourseDen at least once in the morning and once in the afternoon Monday-Friday. In case of emergency, you may email my westga.edu account located above. I will respond to your emails within 48 hours (or less) Monday-Friday. Emails received on weekends and holidays will be answered starting at 8 am on the following business day, e.g. Monday morning following a weekend. You may also ask questions to me and your classmates via the General Discussion Board on CourseDen, and I will answer discussion board posts following the timeline provided for email communication.

Office Hours

In person in my office or virtually through Blackboard Collaborate Ultra in CourseDen

During Spring 2021, office hours will be available in person or virtually through Blackboard Collaborate Ultra found on the course page in CourseDen and linked in all modules on CourseDen. You may also ask questions through CourseDen email or the General Discussion Board.

- **Monday & Wednesday:** 1:00 pm-2:00 pm
- **Tuesday:** By appointment only 12:00 pm-2:00 pm
- **Thursday:** 8:30 am-10:00 am
- **Friday:** By appointment only 8:30 am-12:30 pm

Meeting Times

Online Activities

Assigned readings for each 2 week period during the semester will be provided through CourseDen. During the second week of each 2-week period, we will agree on a mutual virtual meeting time to occur through Blackboard Collaborate Ultra within CourseDen (or Google Meet if necessary) to discuss the assigned reading. A summary of the assigned reading and discussion is due by the following Friday at 11:59 pm (see schedule below for dates for assigned readings/discussions and when summaries are due).

Materials

Articles for Assigned Reading

PDF files for articles for our discussions will be provided through CourseDen.

- **Availability:** Online in CourseDen
- **Price:** free
Mobile device/Laptop/Computer

You will need access to a device and internet to submit all assignments through CourseDen.

Computer Software

- MS Word (free to all UWG students through the ITS Student Helpdesk for personal computers) OR PDF creating software/app/browser extension—used to upload assignments. Google Docs WILL NOT upload to CourseDen directly (you must convert the file first)!
- Adobe Reader for PDF files (available as free download from https://get.adobe.com/reader/) OR other PDF reading software/app/browser extension

Outcomes

Description of Course:

This course is an additional course offering which may be used to satisfy BIOL 6984 Graduate Biology Seminar, which is required to be taken four times in order to receive a M.S. in Biology degree. This semester we will be discussing the impacts of COVID-19 on the dental industry. The semester is divided into 7 two-week periods, each with an assigned article to read and for a virtual discussion meeting of the article to take place. A written summary of the article and discussion is due by the following Friday the week after each 2-week period (see schedule section of the syllabus below).

Course Objectives:

1. Describe the impacts of the COVID-19 pandemic in dentistry practice.
2. Communicate scientific information effectively through oral discussion and written communications.

Expectations: This course is conducted as an online course via CourseDen. You are responsible for logging into the course on CourseDen on a regular basis—logging in daily is strongly encouraged. All course content will be provided through CourseDen. All assignments will be submitted through CourseDen. Watch the announcements, calendar, and schedules closely for specific information and deadlines for assignments.

Evaluation

This course is graded based on the completion of 7 discussion summaries and attendance at discussion meetings.

Criteria

<table>
<thead>
<tr>
<th>Type</th>
<th>Weight</th>
<th>Topic</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>Discussion Summaries of Assigned Readings</td>
<td>7</td>
<td>All 7 discussion summaries based on assigned reading and discussion meetings must be submitted. Each summary assignment is due by the Friday of the week following the reading/discussion period as outlined in the schedule below.</td>
<td></td>
</tr>
<tr>
<td>Discussion Meetings</td>
<td></td>
<td>Attendance</td>
<td>Student must attend all 7 scheduled discussion meetings</td>
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</tbody>
</table>

Breakdown

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Notes</th>
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<tbody>
<tr>
<td>S</td>
<td>80.0-100%</td>
<td>All summaries completed and attended all discussion meetings.</td>
</tr>
<tr>
<td>U</td>
<td>79.5-89.4%</td>
<td>All summaries were not completed or failure to attend discussion meetings</td>
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Assignments

Assigned Reading & Discussion Summaries

You are required to submit a summary of each of the 4 assigned articles and their associated discussion meetings. Each summary must be submitted as a MS Word or PDF file to the assignment submission folder dropbox by the Friday of the following week as listed in the schedule. Google Docs will not upload directly to CourseDen.

- Summary Format:
  - 500-1000 words (not including reference list)
Schedule

Assigned Readings, Discussion Meetings, & Summaries Schedule

<table>
<thead>
<tr>
<th>When</th>
<th>Topic</th>
<th>Notes</th>
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</thead>
</table>
| **Assigned Reading & Discussion Meeting #1**  
Weeks 1/11-1/22 | COVID-19 Pandemic & Dental Practice | Discussion Meeting will take place at mutual time during week of 1/18-1/22 |
| **Summary #1 Due**  
By 11:59 pm Friday, January 29th | COVID-19 Pandemic & Dental Practice | Submit your assignment to Summary #1 Assignment dropbox in CourseDen |
| **Assigned Reading & Discussion Meeting #2**  
Weeks 1/25-2/5 | Salivary Detection of SARS CoV2 | Discussion meeting will take place at a mutual time during week of 2/1-2/5 |
| **Summary #2 Due**  
By 11:59 pm Friday, February 12th | Salivary Detection of SARS CoV2 | Submit your assignment to Summary #2 Assignment dropbox in CourseDen |
| **Assigned Reading & Discussion Meeting #3**  
Weeks 2/8-2/19 | Biological & Social aspects of COVID-19 | Discussion meeting will be at a mutual time during the week of 2/15-2/19 |
| **Summary #3 Due**  
By 11:59 pm Friday, February 26th | Biological & Social aspects of COVID-19 | Submit your assignment to Summary #3 Assignment dropbox on CourseDen |
| **Assigned Reading & Discussion Meeting #4**  
Weeks 2/22-3/5 | Infection Control in Dental Practice | Discussion meeting will occur during week of 3/1-3/5 |
| **Summary #4 Due**  
By 11:59 pm Friday, March 12th | Infection Control in Dental Practice | Submit to Summary #4 dropbox |
| **Assigned Reading & Discussion Meeting #5**  
Weeks 3/8-3/26 | The Severe Acute Respiratory Syndrome SARS CoV2 | Discussion meeting will occur during week of 3/22-26 (week after spring break) |
| **Summary #5 Due**  
By 11:59 pm Friday, April 2nd | The Severe Acute Respiratory Syndrome SARS CoV2 | Submit to Summary #5 dropbox |
| **Assigned Reading & Discussion Meeting #6**  
Weeks 3/29-4/9 | Transmission Routes of 2019-nCoV | Discussion meeting will occur during week of 4/5-4/9 |
| **Assigned Reading & Discussion Meeting #7**  
Weeks 4/12-4/23 | SARS CoV2 and dentistry | Discussion meeting will occur during week of 4/19-4/23 |
| **Summary #7 Due**  
By 11:59 pm Friday, April 30th | SARS CoV2 and dentistry | Submit to Summary #7 dropbox |

Course Policies and Resources

These are policies enforced by Dr. Johnson specific to this course. Some of these policies are providing additional information to Institutional Policies found elsewhere in the syllabus.
Communication Etiquette

Communication in an online environment takes special considerations. Do not use acronyms or text message abbreviations. Be careful what you say to someone on the discussion tool because everyone in the class will see it, and it cannot be retracted! Please abide by the following netiquette rules:

- Be sensitive and reflective to what others are saying.
- Do not use all caps. It is equivalent to screaming.
- Do not post outbursts of extreme emotion or opinion. Be respectful of the opinions of others.
- Think before you hit the post (enter/reply) button. You cannot take it back!
- Do not use offensive language.
- Use clear subject lines.
- Be forgiving. Anyone can make a mistake.
- Keep the dialog collegial and professional.

General communication etiquette with Dr. Johnson or any of your professors:

- When in doubt about how you should speak, write, or act, always err on the side of formality. You will never offend or annoy someone by being overly formal and polite.
- While you are in college, your coursework is your job. You should behave as you would in a professional work environment.
- When addressing your professors in person:
  - Always address them as "Professor Last Name" or "Dr. Last Name."
  - Do not call them by their first names or anything else unless they explicitly ask you to do so.
- When writing an email to your professor:
  - Begin the email with "Dear Professor Last Name," "Dear Prof. Last Name," or "Dear Dr. Last Name." Do not begin the email "Hi" without addressing your professor by their title and surname.
  - Write in complete sentences with correct spelling, grammar, and punctuation.
  - Proofread your email before sending it.
  - Be alert to the tone of your message. Any email to a professor or teaching assistant should sound like a formal letter, not a text message or a demand to a customer service representative.
  - For example, you should write:

    Dear Professor Last Name,

    I cannot come to your office hours this week. Are you available at any time on Monday instead?

    Sincerely,

    Jane

- Do NOT write:

    Hi,

    I need to talk to you about the test. Can I come by Mon? Thx Jane

- Do NOT write:

    Hello,

    I'm a senior and I need your class to graduate. BanWeb says I need permission. I need you to enroll me immediately.

    Jane

Accessibility Services & ADA

In terms of the Americans with Disabilities Act, Accessibility Services in the Counseling Center will help you understand your rights and responsibilities and assist you with requesting and arranging accommodations. If you need adaptations or accommodations because of a disability or chronic illness, please email me a copy of your eSAR from Accessibility Services in the Counseling Center by the end of the first full week of class. **NO** accommodations will be given to a student who has not provided me an eSAR.

See the Academic Support section under the Institutional Policies heading in the syllabus below for additional information.

Fair Use

The materials in this course and on the online course resources (CourseDen) are only for the use of members enrolled in this course for the purposes associated with this course and may not be retained or further disseminated.
UWG Honor Code & Academic Integrity

All students are expected to uphold the standards of academic integrity as outlined in the University's Honor Code located in the UWG Student Handbook ([https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php)). Be sure to properly cite and paraphrase sources in your assignments and exams to avoid plagiarism. **Self-plagiarism (submitting an assignment from another class or resubmitting an assignment that you did for a previous attempt at this class) is a form of plagiarism.**

The professor has the discretion of deciding the proper course of action based on the severity of the offense. **All** offenses will result in the student receiving a grade of zero for the assignment in question. Further penalties, such as failing the entire course, will be issued as warranted on a case-by-case basis. **All** offenses and penalties will be reported to the Department Chair and the Office of Academic Affairs.

See the Honor Code section under the Institutional Policies heading in the syllabus below for more information.

### Institutional Policies

#### Academic Support

**Accessibility Services:** Students with a documented disability may work with UWG Accessibility Services to receive essential services specific to their disability. All entitlements to accommodations are based on documentation and USG Board of Regents standards. If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given. For more information, please contact [Accessibility Services](https://www.westga.edu/student-services/counseling/accessibility-services.php).

**Center for Academic Success:** The Center for Academic Success ([http://www.westga.edu/cas/](http://www.westga.edu/cas/)) provides services, programs, and opportunities to help all undergraduate students succeed academically. For more information, contact them: 678-839-6280 or cas@westga.edu.

**University Writing Center:** The University Writing Center ([https://www.westga.edu/writing/](https://www.westga.edu/writing/)) assists students with all areas of the writing process. For more information, contact them: 678-839-6513 or writing@westga.edu.

#### Online Courses

UWG takes students’ privacy concerns seriously: technology-enhanced and partially and fully online courses use sites and entities beyond UWG and students have the right to know the privacy policies of these entities. For more information on privacy and accessibility for the most commonly used sites, as well as technology requirements visit the [UWG Online](https://uwgonline.westga.edu/) site.

Students enrolled in online courses can find answers to many of their questions in the [Online/Off-Campus Student Guide](http://uwgonline.westga.edu/online-student-guide.php).

If a student is experiencing distress and needs help, please see the resources available at the [UWG Cares](http://www.westga.edu/UWGcares/) site. [Online counseling](https://www.westga.edu/student-services/counseling/index.php) is also available for online students.

#### Honor Code

At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing.

The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG.

Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. For more information on the University of West Georgia Honor Code, please see the [Student Handbook](https://www.westga.edu/administration/vpsa/handbook-code-of-conduct.php).
UWG Email Policy

University of West Georgia students are provided a MyUWG e-mail account. The University considers this account to be an official means of communication between the University and the student. The purpose of the official use of the student e-mail account is to provide an effective means of communicating important university related information to UWG students in a timely manner. It is the student’s responsibility to check his or her email.

Credit Hour Policy

The University of West Georgia grants one semester hour of credit for work equivalent to a minimum of one hour (50 minutes) of in-class or other direct faculty instruction AND two hours of student work outside of class per week for approximately fifteen weeks. For each course, the course syllabus will document the amount of in-class (or other direct faculty instruction) and out-of-class work required to earn the credit hour(s) assigned to the course. Out-of-class work will include all forms of credit-bearing activity, including but not limited to assignments, readings, observations, and musical practice. Where available, the university grants academic credit for students who verify via competency-based testing, that they have accomplished the learning outcomes associated with a course that would normally meet the requirements outlined above (e.g. AP credit, CLEP, and departmental exams).

HB 280 (Campus Carry)

UWG follows University System of Georgia (USG) guidance: [http://www.usg.edu/hb280/additional_information#](http://www.usg.edu/hb280/additional_information#)

You may also visit our website for help with USG Guidance: [https://www.westga.edu/police/campus-carry.php](https://www.westga.edu/police/campus-carry.php)

Mental Health Support

If you or another student find that you are experiencing a mental health issue, free confidential services are available on campus in the Counseling Center. Students who have experienced sexual or domestic violence may receive confidential medical and advocacy services with the Patient Advocates in Health Services. To report a concern anonymously, please go to UWGcares.

ELL Resources

If you are a student having difficulty with English language skills, and / or U.S. culture is not your home culture, specialized resources are available to help you succeed. Please visit the E.L.L. resource page for more information.

COVID-19

Proctored Exams/Online Instruction: Students should be aware and plan ahead for the possibility of having to complete all courses and/or exams online or in a proctored environment. This means talking with your instructors about what minimum technical requirements (software and hardware) will be required should your class move online or a student's personal needs dictate. This also includes making plans for internet access at whatever location participation may occur.

Virtual or in-person proctored exams, if your instructor should require them, may result in an additional cost to the student. Please discuss these details with your instructor or see the information provided here.

Face Coverings: Effective July 15, 2020, University System of Georgia institutions, including the University of West Georgia, will require all faculty, staff, students, and visitors to wear an appropriate face covering while inside campus facilities/buildings where six feet social distancing may not always be possible. Face covering use will be in addition to and is not a substitute for social distancing.

Face coverings are not required in campus outdoor settings where social distancing requirements are met. Anyone not using a face covering when required will be asked to wear one or must leave the area.

Reasonable accommodations may be made for those who are unable to wear a face covering for documented health reasons.

Student FAQs: For more information about UWG COVID-19 guidance for students visit the [Student FAQ webpage](https://www.westga.edu/student-services/health/coronavirus-info/return-to-campus/students-faq-return-to-campus.php).

Additional Items

The information below provides additional information related to the course, and many expand on information that is mentioned in previous sections of the syllabus.

Important Spring Semester Dates
- Classes Start = Saturday, January 9, 2021
- Drop/Add Period = January 9, 2021-January 15, 2021 (ends at 11:59 pm on Jan. 15)
- Withdraw with W Period = January 16-April 2, 2021
- Dr. Martin Luther King Jr. Holiday = Monday, January 18, 2021
- Spring Break = March 15-19, 2021
- Reading Day = Tuesday, May 4, 2021
- Last Day of Class = Monday, May 3, 2021
- Final Exam Week = May 5-11, 2021
- Spring Graduation = May 12, 2021