IBMS 5008
Laboratory Rotations
Fall 2017

Time: Variable **Location: Variable**

COURSE FACULTY: **Keith Krolick, Ph.D.**
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OVERVIEW AND OBJECTIVES

One of the main goals of first year IBMS PhD students is to identify suitable Dissertation Mentors/Supervising Professors and laboratories for pursuing their doctoral studies. Therefore, laboratory rotations are required in order to acquaint students with the variety of research topics studied by faculty members in the IBMS Graduate Program, and to allow students some first-hand exposure to areas of research that they may wish to pursue. In addition, laboratory rotations allow students the opportunity to explore the laboratory environments created by potential faculty mentors (and their laboratory personnel) in order to assess compatibility. Conversely, faculty members who serve as rotation advisors have an opportunity to evaluate students wishing to do their PhD research in their laboratories. Given the limited time of each laboratory rotation, no one expects the research performed to be of such significance as to result in publication, but the experience should give the students an understanding of future expectations, and exposure to new experimental strategies and methodologies that may prove useful in the students' eventual dissertation research projects.

Choice of rotation laboratories, made via the **IMPACT website** (https://gsbsdev.uthscsa.edu/ibms/), is based upon each student's specific research interests, consideration of the prospective Dissertation Mentor's ability to support a student for his/her dissertation research, and consultation with the student's faculty advisors. Students will choose faculty members with whom they wish to rotate based on information that they gather from faculty research summaries found on the GSBS and IBMS discipline websites (http://gsbs.uthscsa.edu/faculty/), from published papers in the scientific literature, and by speaking with faculty members during orientation week and during the semester. Students should also make good use of guidance provided by relevant Discipline Directors, the Course Director of the Laboratory Rotation course (IBMS 5008), and by speaking with individual research faculty. **Students must be proactive in visiting faculty members to discuss their research and the possibility of doing rotations in their laboratory.**

Once rotations are completed, students will request, via the IMPACT website, a Dissertation Mentor with whom they wish to perform their dissertation research projects. Entry of a student into a Dissertation Mentor's laboratory requires mutual agreement between the student and the proposed faculty member. The appropriate form for requesting assignment of a Dissertation Mentor must be completed and signed by both the student and the proposed Dissertation Mentor, and submitted for approval to the chair of the IBMS Executive Committee on Graduate Studies (eCOGS). At that time, a student must also specify a **primary**

discipline of interest (usually a discipline with which the Dissertation Mentor is affiliated) that is connected with a particular Plan of Study. Completion of this process is **expected by the end of the Year 1 Fall semester of the program**.

LOGISTICS OF THE LABORATORY ROTATIONS

1. Each rotation will be 5 weeks long; each student will complete the equivalent of 3 rotations.
2. Under certain circumstances, it may be beneficial for a student to combine two consecutive 5-week rotations to generate one 10-week rotation. This must be mutually agreed upon by the student, the faculty rotation mentor, and the IBMS 5008 Course Director. There is a form for making such a request. Thus, a student could complete: Three 5-week rotations, or one 5-week rotation plus one 10 week rotation. Every student must rotate through at least two different laboratories.
3. Although students are strongly encouraged to complete their laboratory rotations by the end of the Year 1 Fall semester, under special circumstances, and with the approval of the IBMS 5008 Course Director and the IBMS eCOGS chair, a student may be allowed to perform an additional rotation at the beginning of the subsequent (Spring) semester.

   Schedule of Rotations

   Rotation 1: August/September 2017 (exact dates to be announced)
   Rotation 2: September/November 2017 (exact dates to be announced)
   Rotation 3: November/December 2017 (exact dates to be announced)

GRADING

- Grading is based on a system of S (Satisfactory) or U (Unsatisfactory).

Each five-week rotation will have a value of 1.0 semester credit hour (SCH) and will be graded by the faculty mentor of the rotation. If two five-week periods are combined for a single rotation, this will equal 2 SCH and will be given a single grade.

After a student completes a rotation, and based on a submitted Evaluation of Rotation from the faculty rotation mentor, the faculty mentor will recommend a student's grade to the Course Director. At the end of the semester, the Course Director will post, on the Registrar's grade site, a single grade representing the average grade for all rotations performed during the semester. If a student receives a U for IBMS 5008, he/she will be put on academic probation, and will be reviewed by the Executive Committee on Graduate Studies who will determine what further action should be taken.

- Rotation Project Report

After completion of each rotation, students must prepare a project report i**n consultation with the faculty rotation mentor**. As a guide, the report should include the names of the student and of the faculty mentor, the project title, the rotation number (1^{st} – 3^{rd}), background information and rationale for doing the studies, the hypothesis being tested, the results (positive or negative), and any conclusions. The report (**converted into a Pdf file**) should then be uploaded onto the graduate school's IMPACT website **no later than 3 days following** the completion of the rotation. The student should provide a copy of the final project report to the faculty rotation mentor.

- Evaluation of Rotations

After completion of each rotation the faculty rotation mentor will provide, via the IMPACT website and in addition to giving a grade of "S" or "U" (*i.e.*, Satisfactory or Unsatisfactory), written comments regarding the student's performance during the rotation. The evaluation will address specific criteria listed on the

evaluation form. Once the faculty member and student discuss the evaluation, the form will require the student's signature. Rotation evaluations will be kept in the student's academic file.

Students may evaluate and make comments regarding the faculty mentor for each rotation using specific criteria as listed on the evaluation form found on the IMPACT website.

ATTENDANCE

In order to achieve the goals of this course, students must be fully engaged. Therefore, sufficient laboratory attendance is important. As a general rule, students will be expected to work for 15-20 hours per week, but the exact number of hours put into a laboratory rotation is determined by discussion with the faculty advisor of a particular rotation. This number may vary slightly depending on the nature of the experimentation to be performed.

Chronic absence from the lab may result in a student receiving an Unsatisfactory (U) evaluation for a particular rotation, and could contribute to a student receiving a U for the IBMS 5008 course posted on the students transcript.

TEXTBOOKS

No particular textbook is required for IBMS 5008. However, a student is likely to be assigned readings from various sources by the rotation advisor.

REQUESTS FOR ACCOMODATIONS FOR DISABILITIES

In accordance with policy 4.2.3, **Request for Accommodation Under the ADA and the ADA Amendments Act of 2008 (ADAAA)**, any student requesting accommodation must submit the appropriate request for accommodation under the American with Disabilities Act (ADA, form 100). to his/her appropriate Associate Dean of their School and a copy to the ADA Coordinator. Additional information may be obtained at http://uthscsa.edu/eeo/request.asp.

ACADEMIC INTEGRITY AND PROFESSIONALISM

Any student who commits an act of academic dishonesty is subject to discipline as prescribed by the UT System Rules and Regulations of the Board of Regents. Academic dishonesty includes, but is not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an exam for another person, signing attendance sheets for another student, and any act designed to give unfair advantage to a student or the attempt to commit such an act. Additional information may be obtained at http://catalog.uthscsa.edu/generalinformation/generalacademicpolicies/academicdishonestypolicy/

TITLE IX AT UTHSCSA

Title IX Defined:
Title of the Education Amendments of 1972 is a federal law that prohibits sex discrimination in education. It reads "no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance."

University of Texas Health Science Center San Antonio's Commitment:
University of Texas Health Science Center San Antonio (UTHSCSA) is committed to maintaining a learning environment that is free from discriminatory conduct based on gender. As required by Title IX, UTHSCSA does not discriminate on the basis of sex in its education programs and activities, and it encourages any

student, faculty, or staff member who thinks that he or she has been subjected to sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to immediately report the incident to the Title IX Director.

In an emergency, victims of sexual abuse should call 911. For non-emergencies, they may contact UPD at 210-567-2800. Additional information may be obtained at http://students.uthscsa.edu/titleix/

EMAIL POLICY

Every student is issued a University e-mail address and account at the time of enrollment. As a matter of University Policy, communications between students and faculty that occur using the student's University e-mail address is considered official business. Therefore, **students are expected to check their university email inboxes on a regular basis** so that any announcements, instructions, or information regarding this course will be received in a timely way. Missed communications due to inadequate monitoring of incoming emails on the University's email server will never be a valid excuse for unsatisfactory academic progress.