



*CDM 2001 - Honors Peer Tutoring II*

**I. Course Information**

**Course:** CDM 2001 - Honors Peer Tutoring II  
**Semester and Year:** Fall 2021  
**Course Start and End Dates:** 07/26/2021 - 12/12/2021  
**Course Reference Number:** 23975  
**Semester Credit Hours:** 1.0

**II. Instructor Information**

**Professor:** Maria Andreina Hernandez  
**Email:** marher@nova.edu  
**Phone:** 9542627357  
**Office Hours:**  
 By Appointment, please send an email to Dr. Maria Hernandez at [marher@nova.edu](mailto:marher@nova.edu) to request an appointment.

**III. Class Schedule and Location**

Day	Date	Time	Location	Building/Room
	07/26/2021 - 12/12/2021		Ft Lauderdale/Davie Campus	-

**IV. Course Description**

Course Description: The Peer Tutor Honors course will provide an opportunity for NSU dental students who achieved a grade of 90 or higher in CDM predoctoral course(s) to assist colleague dental students with acquisition, review, understanding, reinforcement, knowledge and skills content in the respective D1, D2, and D3 courses. The peer tutor will be provided with background information on process, expectations, and resource information, to effectively facilitate provision of individual peer tutoring for students seeking peer tutoring assistance. This is an additional resource, not a substitute resource for students seeking faculty expertise in learning needs.

**V. Course Objectives / Learning Outcomes**

**Course Learning Outcomes**

Specific Goals and Objectives:

1. To develop and improve skills as a dental student educator.
2. To provide a resource to fellow students seeking peer tutoring assistance.
3. To reinforce knowledge and skills for the tutor and tutee, which will subsequently be applied to patient care.

**COLLEGE OF DENTAL MEDICINE COMPETENCY STATEMENTS Faculty Note: Use the most updated version of the CDM Predoctoral Competency document to select the corresponding competencies for**

this course. Be sure to select the number of the competency statement and the verbatim competency statement as it appears on the competency document. For each competency indicate the type of assessment (formative or summative) that will be employed to measure the attainment of the competency

**Core Competencies:**

Not applicable.

- This refers to the same as the items in the CDM Competency Document; please see them listed below.

**FOUNDATION KNOWLEDGE**

**STATEMENTS FOR THE GENERAL DENTIST**

Not applicable.

## VI. Materials and Resources

**Course Required Texts and Materials:**

Not applicable

**Faculty Note:** Please indicate the textbooks that are **required** for the class and if available, a hyperlink to the textbook. Also, indicate if there are articles or links to **required readings** that are required for the class *and* the site where the articles are available for the student (such as: Canvas, library, database).

**Course Supplemental Materials:** Any materials assigned and recommended by the discipline-specific course director and related discipline-specific materials.

- Supplemental, Recommended, Optional, NOT required.

**The access to all instructional resources included in this course, such as, lectures, handouts, manuals, PowerPoint presentations, videos, photographs, pictures, articles and web links is limited to students who are enrolled in the course and is not for public distribution. The use of these instructional resources is exclusively for non-commercial and non-profit educational use. Students are recommended to download the instructional resources provided in the course, UNLESS, the course director instructs NOT to download specific files. We recommend that all students download, save, and keep the instructional materials from all the courses. These instructional resources will be very helpful references as you progress from year to year in the program.**

## VII. Course Schedule and Topic Outline

**Course Schedule:** Independently scheduled outside of scheduled class and clinic hours.

**Topic Outline:**

Not applicable

**“Important note – Please note that due to the current Coronavirus pandemic, course schedules and course activities may be modified now and in future.**

**Faculty and students are responsible for keeping apprised of these changes and adjusting their schedules accordingly.”**

## VIII. Instructional Methods

**In this section of the syllabus you will find information about any course (instructional, assessment, assignments, benchmarks and/or clinical) modifications that were added to the course as a result of COVID-19**

**Not applicable**

## IX. Assignments

**Description of Assignments, Point Value and Rubrics**

1. Approved students may serve as peer tutors. In this way, they will receive the honors course

- notation on their transcript if they meet the course grading criteria.
2. Peer tutors will maintain a log with dates and activities recorded demonstrating the work and time spent tutoring D1 dental students.
  3. Peer tutors may be observed and/or interviewed regarding their peer tutoring activities.
  4. Peer tutors may be required to meet with the course director and other faculty pertaining to the course(s) in which they are tutoring.
  5. Evaluation of the Peer Tutor by each student being tutored must also be completed as part of this process and completion criteria.

Peer Tutoring Log and other forms will be available in Canvas. Additionally, please note the following:

- Required attendance to any meeting scheduled with the Course Director, student services coordinator, or other faculty of courses in which peer tutoring is offered.
- Required attendance to all scheduled planned peer tutoring sessions with log information maintained.

### **Procedural Information:**

1. Peer tutors are contacted by the CDM Office of Student Services Coordinator via email communication from [cdmtutor@nova.edu](mailto:cdmtutor@nova.edu)
2. Peer tutors must respond within 2 business days to the specific student seeking tutoring from and to NSU email addresses only, and with cc to [cdmtutor@nova.edu](mailto:cdmtutor@nova.edu)
3. Peer tutors will schedule tutoring session(s) and record the information on the NSU-CDM Peer Tutor Honors Activity Log. The Evaluation Form must be provided to the student being tutored.
4. The Activity Log and completed Evaluations must be uploaded into Canvas at the end of each semester so that semester grade can be determined and recorded. This information must be uploaded directly into the Canvas course "Assignments" link by the last final exam date of the semester.
5. The Activity Log must be uploaded into Canvas "Assignments" at the end of each semester (by last day of final exams) so that the semester grade can be determined and recorded.
6. Approved and registered Peer Tutors may NOT drop the Peer Tutor Honors course once they have registered. The student will be evaluated in the course as described below.

## **X. Grading Criteria**

**Provide a List of all the graded work in the course ( Assessments, Class Activities, Classwork and Assignments) with Point or Percentage Values, or required Completion item.**

### **Grading Scale:**

#### **Evaluation mechanism:**

Transcript grade notations for the Peer Tutor Honors course will be:

Pass / Fail

Pass = tutoring 2-3 students during the Fall term for 2-3 sessions or more.

Fail = failure to provide log information; failure to provide evaluation forms; **no** tutoring provided or documented; unprofessional behavior related to any aspect of the peer tutoring process.

Peer tutors who earn a grade of "F" will remediate as per the course director's instructions for assignment completion. Successful completion of remediation will result in a grade of RP = Remediated Pass.

Peer tutors who earn a grade of "F" will not be permitted to serve as peer tutors for future courses in the CDM.

### **Attendance Policy:**

- Required attendance to any meetings scheduled with the course director, student services coordinator or other faculty of courses in which peer tutoring is offered.
- Required attendance to all scheduled/planned peer tutoring sessions with log information maintained.

**Peer Tutoring Activity Log and Evaluation of Peer Tutor form will be provided separately in Canvas.**

**Course Final Grade Mode for the course (Pass/Fail, PR/NPR or Letter Grade). For a continuum course, please specify the grade mode for each semester.**

**Grade Mode:**

Pass/Fail

**Course Grading Scale**

Letter Grade	GPA	Equivalence
A	4	93 to 100
A-	3.75	90 to < 93
B+	3.5	86 to < 90
B	3	83 to < 86
B-	2.75	80 to < 83
C+	2.5	76 to < 80
C	2	70 to < 76
F	0	<70

## XI. Course Policies

### COURSE ATTENDANCE REQUIREMENTS, REMEDIATION POLICY, ALL CDM POLICIES

**Attendance Policy :** Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

**Link to the handbook:**

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20a2020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

**Remediation Policy:** Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook.

**“Successful completion of each CDM course requires compliance with the CDM Code of Behavioral Conduct.”**

**CDM College Attendance Policy** Please note that, the Office of Admissions, Student Affairs and Services manages excused absences including sick days, mission trips, dental meetings, externships, interviews, family events, and other personal leave time, etc. and all student absences will continue to be tracked in axiUm. (Please refer to NSU Wide Religious Holidays Policy in the Student Handbook.) • Planned excused absences: please fill out the appropriate paperwork, with backup documentation (e.g. physician’s note), and submit on the online portal for the Office of Student Services prior to the scheduled absence, so that we can approve the leave time, and help you map out a plan to make up the work. It is the student’s responsibility to inform the course director for any courses you will be missing, your team leader for any clinic sessions that will be missed and/or the Coordinator of Extramural Programs (Dr. Mairelina Godoy), etc. of your planned absence(s). • Unplanned excused absences: please email Dr. Galka at [agalka@nova.edu](mailto:agalka@nova.edu) with a cc to [cdmservices@nova.edu](mailto:cdmservices@nova.edu) to report that you will be out, the reason for your absence and to also let us know if you plan to return to school the following day. You should also email the course director for any courses you will be missing, Dr. Mairelina Godoy [mg1189@nova.edu](mailto:mg1189@nova.edu) for any rotations you will be missing and/or your team leader for any clinic sessions scheduled for that day. You must continue to email us daily to keep us updated if you will be out additional days and you can submit your SREA form together with backup documentation when you know the date you will return to school. • The student will be responsible for making up all missed rotations, all material presented in lectures, all laboratory projects, all written and practical examinations (including OSCEs) and must fulfill all didactic and clinical responsibilities as outlined in the individual course syllabi. Also, please review the attendance policy in the individual course syllabi. • Please do not schedule externships or interviews when you are

scheduled for an examination or rotation. • Remember, it is your responsibility to reach out to our office for any unexcused absences to see if these fall under excused absences and/or to see how the unexcused absence will be managed. Also, please contact Dr. Mairelina Godoy directly to arrange makeup of any and all missed rotations, which will take place during optional clinic weeks. • Every student will be able to take 1 Personal Day/per Semester (3 Personal Days/Academic Year) with NO BACKUP DOCUMENTATION REQUIRED, provided the day(s) are not taken when you are scheduled for a rotation, written examination, practical/competency examination, OSCE or taken directly before/after a school holiday, etc. These absences will be managed through our office and designated as excused absences, provided our office is notified by email in advance or on the day of the absence. (Please indicate in the email if you will be using a personal day and designate D-1, D-2, D-3 or D-4 student.) For any additional absences to the 1 Personal Day/per semester, or in the event that you will be missing a written examination, a preclinical or clinical practical/competency examination, including an OSCE, or rotation, backup documentation WILL be required. Again, it is the student's responsibility to notify all course directors, team leaders, and/or the Coordinator of Extramural Programs, etc. affected by your absence(s). Please check your individual schedule before requesting a personal day, to be sure that you will not be missing a rotation or an exam. A personal day will be recorded as a full day. (Half days cannot be requested.) A personal day must be requested on or before the day in question and cannot be used retroactively. **COVID-19 Protocol (subject to change)**1. NO STUDENT IS TO COME TO SCHOOL SICK- if you do not feel right- please do NOT come to school. Email Dr. Galka- Assistant Dean for Admissions, Student Affairs and Services (agalka@nova.edu) 2. If a student has had direct/close contact with someone who has been infected with COVID-19 or is experiencing COVID-like symptoms- immediately self- isolate/quarantine. Email Dr. Galka and Dr. Schweizer- Director Infection Prevention Programs (schweize@nova.edu). a. Direct Exposure/ Asymptomatic: test on day 7- if negative test result- can come back after 10 days : if NO test- quarantine 14 days b. Symptomatic (with or without Direct Exposure): test immediately and then again on day 7- if negative test result on day 7- can come back after 10 days : NO test- quarantine 14 days and must be symptom-free for 72 hours3. If a student tests positive for COVID-19: remain self-isolated. To return to school: student needs to have 2 consecutive negative test results in a row (at least 24 hours apart). 4. Students who are in quarantine, need to contact both Dr. Galka and Dr. Hernandez (marher@nova.edu) to determine if they can participate in online courses during this time

## XII. University Policies

**Academic Integrity:** Cheating or inappropriate behavior during any written examination, quiz, any assignment, any project; plagiarism of any work(s), or other unethical behavior will not be tolerated; the student risks receiving a grade of zero (0) for said examination, quiz, assignment, project and may be referred to the Associate Dean for Academic Affairs and the Student Progress Committee. Please refer to appropriate pages of the NSU-CDM 2020-2021 Student Handbook. and the NSU Student Handbook located at

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0> .

**Plagiarism Policy:** All assignments, exams, works, patient care - written, laboratory, oral, clinical must be done as the independent work of each individual student. Plagiarism, copying or sharing the work of another or altering documentation to reflect something is your own work that is not; reflect false attendance, are considered serious offences that will not be tolerated. THESE ACTIONS WILL BE CONSIDERED IN VIOLATION OF THE UNIVERSITY AND THE CDM CODE OF BEHAVIORAL CONDUCT AND WILL BE REFERRED FOR APPROPRIATE ACTION. Students who need assistance in their learning goals should communicate with the appropriate NSU-CDM course director and/or faculty. Please refer to appropriate pages of the NSU and the CDM 2020-2021 Student Handbook. Following a link to the NSU Student Handbook

<https://liverootnova.sharepoint.com/dentmed/Active%20Docs/Policies%20and%20Procedures/Pre%20and%202020%20CDM%20PreDoctoral%20Student%20Handbook.pdf?wa=wsignin1.0>

## **University Policy**

Class content throughout this course may be recorded in accordance with the NSU Class Recording Policy. If class content is recorded, these recordings will be made available to students registered for this course as a supplement to the classroom experience. Recordings will be made available to all students who were registered to attend the live offering of the class, regardless of a student's section or discipline, or whether the student is participating in the course online. If recordings are intended to be accessible to students or third parties who were not registered for the live offering of the class, students' personally identifiable information will be removed or redacted from the recording, unless (1) their written consent to such disclosure was previously provided, or (2) the disclosure is permissible in accordance with the Family Educational Rights and Privacy Act ("FERPA").

Students are prohibited from recording audio or video, or taking photographs in classrooms (including online classes) without prior permission from the instructor or pursuant to an approved disability accommodation, and from reproducing, sharing, or disseminating classroom recordings to individuals outside of this course.

Students found engaging in such conduct will be in breach of the Student Code of Conduct and subject to disciplinary action.

**Title IX/Sexual Misconduct:** Sexual violence and sexual harassment are contrary to our core values and have no place at Nova Southeastern University. In accordance with Title IX and other laws, NSU prohibits discrimination, including sex-based discrimination and discrimination towards pregnant/parenting students. If you or someone you know experience(s) sexual violence and/or sexual harassment, there are resources and options available. To learn more or to report an incident, please visit the NSU Title IX website at [www.nova.edu/title-ix](http://www.nova.edu/title-ix). Please be aware that as an instructor, I am not a confidential resource, and I will need to report any incidents of sexual misconduct to the NSU Title IX Coordinator. You can also contact Laura Bennett, NSU's Title IX Coordinator directly at [laura.bennett@nova.edu](mailto:laura.bennett@nova.edu) or 954-262-7858.