# http://www.ric.edu/webcommunications/images/SealWithText_Small_Black.pngUNDERGRADUATE CURRICULUM COMMITTEE (UCC) PROPOSAL FORM

## Cover page scroll over blue text to see further important [instructions](#instructions): [if not working select “COMMents on rollover” in your Word preferences under view] please read these.

**N.B. DO NOT USE HIGHLIGHT, where choices are given within categories, please DELETE those THAT DO NOT APPLY TO YOUR PROPOSAL. Do not delete numbered categories.**

**ALL numbers in section (A) to be completed, including the impact ones (#5-7), put “none” if that is the case.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| A.1. [Course or program](#Proposal) | **nmt 336 Clinical education I** | | | |  |
| [Replacing](#Ifapplicable) |  | | | |
| A.2. [Proposal type](#type) | **Course: creation** | | | |
| A.3. [Originator](#Originator) | **Eric Hall** | [Home department](#home_dept) | **Biology/Health Sciences** | | |
| A.4. [Context and Rationale](#Rationale) | **With the revision to the medical imaging programs, this course represents one of many components in the redistribution of credits amongst courses in the new curriculum.** | | | | |
| A.5. [Student impact](#student_impact) | **Improved readiness for working in the hospital or clinical environment** | | | | |
| A.6. [Impact on other programs](#impact) | **None** | | | | |
| A.7. [Resource impact](#Resource) | [*Faculty PT & FT*](#faculty): | **This course will be taught by LSMI faculty.** | | | |
| [*Library*:](#library) | **None** | | | |
| [*Technology*](#technology) | **None** | | | |
| [*Facilities*](#facilities): | **None** | | | |
| A.8. [Semester effective](#Semester_effective) | **Fall 2020** | A.9. [Rationale if sooner than next Fall](#Semester_effective) | |  | |
| A.10. INSTRUCTIONS FOR CATALOG COPY: This single file copy must include ALL relevant pages from the college catalog, and show how the catalog will be revised. (1) Go to the “Forms and Information” page on the UCC website. Scroll down until you see the Word files for the current catalog. (2) Download ALL catalog sections relevant for this proposal, including course descriptions and/or other affected programs. (3) Place ALL relevant catalog copy into a single file. Put page breaks between sections and **delete any catalog pages not relevant for this proposal**. (4) Using the track changes function, revise the catalog pages to demonstrate what the information should look like in next year’s catalog. (5) Check the revised catalog pages against the proposal form, especially making sure that program totals are correct if adding/deleting course credits. If new copy, indicate where it should go in the catalog. If making related proposals a single catalog copy that includes all is acceptable. Send as a separate single file along with this form. | | | | | |

B. [NEW OR REVISED COURSES](#delete_if)  **DO NOT use highlight. Do not delete numbered categories, just leave blank if they do not apply. Delete this whole page if the proposal does not include a new or revised course. Always fill in b. 1 and B. 3 for context.**

|  | Old ([for revisions only](#Revisions)) ONLY include information that is being revised, otherwise leave blank. | New Examples are provided within some of the boxes for guidance, delete just the examples that do not apply. |
| --- | --- | --- |
| B.1. [Course prefix and number](#cours_title) |  | **NMT 336** |
| B.2. Cross listing number if any |  |  |
| B.3. [Course title](#title) |  | **NMT Clinical Education I** |
| B.4. [Course description](#description) |  | Students are introduced to clinical practice of nuclear medicine with emphasis on departmental policies and procedures, radiation safety, and patient care.  Offers practical experience observing and applying health care principles. 18 contact hours. |
| B.5. [Prerequisite(s)](#prereqs) |  | Acceptance into a Medical Imaging clinical program |
| B.6. [Offered](#Offered) |  | **Spring** |
| B.7. [Contact hours](#contacthours) |  | **18** |
| B.8. [Credit hours](#credits) |  | **3** |
| B.9. [Justify differences if any](#differences) | **The standard formula for determining credits based on clinical time for medical imaging programs is quite variable. Quinnipiac uses 105 hours/credit, while University of Hartford has formulae that vary from course to course (96 hours/credit up to 108 hours/credit). We are proposing to standardize our credit formula to 90 hours/credit which realistically reflects the time that students actually spends in the clinical setting while awarding credits based on the relative impact of that course on the curriculum. This standard will be utilized in an equal fashion throughout all of the medical imaging concentrations.** | |
| B.10. [Grading system](#grading) |  | **Letter grade** |
| B.11. [Instructional methods](#instr_methods) |  | **Internship** |
| B.12.[Categories](#required) |  | **Required for major** |
| B.13. Is this an Honors course? |  | **NO** |
| B.14. [General Education](#ge)  N.B. Connections must include at least 50% Standard Classroom instruction. |  | **NO |**  **category:** |
| B.15. [How will student performance be evaluated?](#performance) |  | **Evaluations**  **Clinical Notebook** |
| B.16 [Recommended class-size](#class_size" \o "Check appendix XVIII in the UCC Manual for Best Practices) |  | **24** |
| B.17. [Redundancy statement](#competing) |  | **N/A** |
| B. 18. Other changes, if any |  | |

| B.19**.** [**Course learning outcomes**](#outcomes)**: List each one in a separate row** | [**Professional Org.Standard(s)**](#standards)**, if relevant** | [**How will each outcome be measured**](#measured)**?** |
| --- | --- | --- |
| 1. Recognize the ALARA (As Low As Reasonably Achievable) principle as it relates to all radiations safety procedures. 2. Identify the communication skills needed to communicate with patients, families, and other health professionals. 3. Identify the instrumentation used in nuclear medicine procedures. 4. Recognize the quality control needed to obtain quality images. 5. Identify the images and data used for various procedures and disease states. 6. Describe quality control procedures on imaging and ancillary imaging equipment. 7. Begin to perform a variety of nuclear medicine procedures under direct and indirect supervision. 8. Identify image processing according to current clinical standards. 9. Identify image archival and retrieve according to current clinical standards. |  | Mid-semester and Final Evaluations: Mid-semester and final evaluation grades will be comprised of the monthly student performance evaluations completed by the clinical staff and academic education supervisors.   Compliance  Compliance will be graded based on the students’ compliance with rules pertaining to the student’s rotation. For example, the following are considered, but are not limited to:   * On-time arrival and departure from clinical site * Clocking in and out of clinical site * Keeping Trajecsys ® activity log up-to-date * Keeping radiation badge monitoring equipment current * Number time exceptions in Trajecsys ® * Wearing appropriate uniform, including lab coat, etc… * Behaving appropriately and professionally in the clinical setting     Clinical Notebook  A notebook must be turned in at the end of the semester. Please reference rubric for specifications. Instructor will return all clinical notebooks following evaluation.   |  |  |  |  | | --- | --- | --- | --- | | **Criteria** | **Unsatisfactory**  **(3 points** | **Satisfactory**  **(4 points** | **Target**  **(5 points)** | | **Organization** | Organization is unclear or disorganized to the extent that it prevents understanding of the content. | The organization is generally good, but some parts seem out of place. | Writing/notes are well organized and easy to understand. | | **Confidentiality** | Patient confidentiality is rarely or never protected. | Patient confidentiality is generally well-protected. | Patient confidentiality is protected throughout the journal | | **Content**  **Grammar**  **Spelling** | Clinical vocabulary is somewhat limited or inappropriate. For example, writing “start the pictures” would be inappropriate, while writing, “begin the acquisition” would be appropriate.  Common professional vocabulary words are misspelled. | For the most part, clinical vocabulary is appropriate. With few exceptions, common professional vocabulary words are spelled correctly. | With few to no exceptions, clinical vocabulary is appropriate and spelled correctly. The writer demonstrates a mature and elevated level of thought process. | |

| B.20. [**Topical outline**](#outline)**: DO NOT INSERT WHOLE SYLLABUS, JUST A TWO-TIER TOPIC OUTLINE. Proposals that ignore this request will be returned for revision.** |
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| This clinical internship does not need a topical outline as it is simply hands on practice in this aspect of Medical Imaging. |

## D. Signatures

* Changes that affect General Education in any way MUST be approved by ALL Deans and COGE Chair.
* Changes that directly impact more than one department/program MUST have the signatures of all relevant department chairs, program directors, and their relevant dean (e.g. when creating/revising a program using courses from other departments/programs). Check UCC manual 4.2 for further guidelines on whether the signatures need to be approval or acknowledgement.
* Proposals that do not have appropriate approval signatures will not be considered.
* Type in name of person signing and their position/affiliation.
* Send electronic files of this proposal and accompanying catalog copy to [curriculum@ric.edu](mailto:curriculum@ric.edu) and a printed signature copy of this whole form to the current Chair of UCC. Check UCC website for due dates.

##### D.1. Approvals: required from programs/departments/deans who originate the proposal. may include multiple departments, e.g., for joint/interdisciplinary proposals.

| Name | Position/affiliation | [Signature](#_Signature" \o "Insert electronic signature, if available, in this column) | Date |
| --- | --- | --- | --- |
| Eric Hall | Program Director of Medical Imaging | e-mail confirmation to curriculum@ric.edu | 4/1/2020 |
| Eric Roberts | Chair of Biology | e-mail confirmation to curriculum@ric.edu | 4/1/2020 |
| Earl Simson | Dean of FAS | e-mail confirmation to curriculum@ric.edu | 4/6/2020 |

##### D.2. [Acknowledgements](#acknowledge): REQUIRED from OTHER PROGRAMS/DEPARTMENTS (and their relevant deans if not already included above) that are IMPACTED BY THE PROPOSAL. SIGNATURE DOES NOT INDICATE APPROVAL, ONLY AWARENESS THAT THE PROPOSAL IS BEING SUBMITTED. CONCERNS SHOULD BE BROUGHT TO THE UCC COMMITTEE MEETING FOR DISCUSSION; all faculty are welcome to attend.

| Name | Position/affiliation | [Signature](#Signature_2) | Date |
| --- | --- | --- | --- |
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