UNIVERSITY OF THE PACIFIC
GRADUATE COURSE APPROVAL FORM

Please fill in all information. After all required signatures are obtained on pages two, send to Research and Graduate Studies, Knoles Hall, 2nd Floor. Research and Graduate Studies will then forward to the Academic Affairs Committee, Office of the Provost, Anderson Hall, 2nd Floor.

Date: June 14, 2004
Contact Person: Dr. Xiaoling Li/Dr. Bhaskara Jasti
Department: PCSP
Phone: 946-3163

Please mark one:
ADDITION
REVISION X
DELETION

School or College:
Department: PCSP
Thomas J. Long School of Pharmacy & Health Sciences
Course Number: PCSP 295/395
Title: Graduate Seminar
Units: 1
Minimum Number of Students: 10
Prerequisites: Graduate standing in the PCSP.
If replacing a course, old course title and number:

Catalog Description:
Seminar presentation on research-related topics given by Master and Ph.D. graduate students. Enrolled students are required to (1) attend all seminars given throughout the pharmacy academic year (Fall, Winter, and Spring semesters of the pharmacy calendar) and (2) give one seminar per year (30-40 min presentation followed by 10-15 min question/answer time).

Please attach a syllabus.

What are the reasons for the new course (e.g., student needs, major, etc.), program changes or deletion of the program?
Improve the structure of the course.

If approved, when will this be implemented?
Winter 2005

U.O.P.
SEP 22 2004
REGISTRAR
What is the anticipated impact on resources (Faculty, funds, library materials, etc.)?

None.

Describe any special facilities, furnishings, or technology needs. List software needs, if any.

None.

APPROVAL PROCESS

1. Action by department requesting addition/change:
   Approved by: [Signature]  Date: 9/1/04

2. Action by the Curriculum and/or Graduate Studies Committee of the School/College:
   Approved by: [Signature]  Date: 09-16-04

3. Action by the Dean of the School/College:
   Approved by: [Signature]  Date: 09-16-04

4. Action by the Dean of the Library:
   Approved by: [Signature]  Date: 9/21/04

5. Action by the Director of Educational Technology Services (if computer lab, software needed):
   Approved by:  Date: 

6. Action by the Registrar:
   Approved by: [Signature]  Date: 9-22-04

7. Action by the Graduate Studies Committee (as appropriate):
   Approved by: [Signature]  Date: 11/10/04

8. Action by the Academic Affairs Committee:
   Approved by:  Date: 

After approval by the Academic Affairs Committee, information regarding new, revised, or deleted courses is sent to the Registrar for listing in the upcoming catalog.

Form revised: 9/4/03

RESEARCH & GRADUATE STUDIES

SEP 27 2004

U.O.P.

SEP 22 2004

REGISTRAR
November 27, 2004

Dr. Xiaoling Li  
School of Pharmacy and Health Sciences  

PCSP 295/395  

This is a revision of an existing course that was developed when the PCSP was established. After implement the existing syllabus for the past three years, the faculty in the program want to improve the quality and the structure of the course. A sub-committee was formed to revise the syllabus. The committee composed of faculty member from both Chemistry Dept and SOPHS including former and current PCSP 295/395 coordinators. Specifically, the revised syllabus has the following modifications:

1. The previous structure was too complicated with 2 different styles of presentation depending upon the stage a student is in. In this revision, we simplified that structure.

2. The previous version was a pass/non pass course. The current syllabus describes the grading procedures and gives letter grades.

3. The old syllabus had faculty presentations in the seminar program which is eliminated and made the current version to focus on training student. This is needed due to the growth in the number of students in the program and limited available time slot for presentation.
## COURSE SYLLABUS FORM

### Routing Sheet

**Course Name:**
Graduate Seminar

**Course Number:**
PCSP 295/395

<table>
<thead>
<tr>
<th></th>
<th>Department</th>
<th>CurrComm</th>
<th>Faculty</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td>Statement of justification of course is acceptable.</td>
<td>X</td>
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<td>2.</td>
<td>Statement of staffing requirements is acceptable.</td>
<td>X</td>
<td></td>
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<td>3.</td>
<td>Statement of estimated class enrollment is acceptable.</td>
<td>X</td>
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<tr>
<td>4.</td>
<td>Statement of anticipated impact on classroom facilities, equipment, and budgets is acceptable.</td>
<td>X</td>
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<td>5.</td>
<td>Appropriate course number.</td>
<td>X</td>
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<tr>
<td>6.</td>
<td>Appropriate course title.</td>
<td>X</td>
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<td>7.</td>
<td>Appropriate department.</td>
<td>X</td>
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<td>8.</td>
<td>Appropriate unit value and hours.</td>
<td>X</td>
<td></td>
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<tr>
<td>9.</td>
<td>Appropriate course description.</td>
<td>X</td>
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<td>10.</td>
<td>Appropriate prerequisites.</td>
<td>X</td>
<td></td>
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<tr>
<td>11.</td>
<td>Evaluation methodology is appropriate, including honor statement.</td>
<td>X</td>
<td></td>
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<tr>
<td>12.</td>
<td>Relevant terminal competencies are appropriate (mandatory for required courses, recommended for elective courses, not applicable for graduate courses).</td>
<td>X</td>
<td></td>
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<tr>
<td>13.</td>
<td>Course goals are appropriate.</td>
<td>X</td>
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<tr>
<td>14.</td>
<td>Course objectives are appropriate.</td>
<td>X</td>
<td></td>
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<tr>
<td>15.</td>
<td>Course outline, including didactic sequence and time allotment, is appropriate. Treatment of the subject material is complete and of appropriate breadth and depth.</td>
<td>X</td>
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<tr>
<td>16.</td>
<td>Course outline contains no unnecessary duplication of other course content.</td>
<td>X</td>
<td></td>
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<tr>
<td>17.</td>
<td>Consideration of text(s) is appropriate.</td>
<td>X</td>
<td></td>
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<tr>
<td>18.</td>
<td>Instructor contact information is indicated on the syllabus.</td>
<td>X</td>
<td></td>
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</tbody>
</table>

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**DATE:** SEP 27 2004

**RESEARCH & GRADUATE STUDIES**

**U.O.P.**

**SEP 22 2004**

**REGISTRAR**
Complete this section for Experimental Courses (149 or 249)

Approval recommended by Department

Approval by Curriculum Committee

Complete this section for Permanent Status Courses

Approval recommended by Department

Approval by Curriculum Committee

Approval by Faculty

1.) JUSTIFICATION FOR THE COURSE:
   Improve the structure of the course.

2.) STAFFING NEEDS:
   No addition staffing is required.

3.) ESTIMATED CLASS ENROLLMENT:
   40.

4.) ANTICIPATED IMPACT ON CLASSROOM FACILITIES:
   No additional resources are required.

5.) ANTICIPATED IMPACT ON ELECTRONIC TECHNOLOGY:
   No additional resources are required.

U.O.P.

SEP 22 2004

RESEARCH & GRADUATE STUDIES

REGISTRAR

SEP 27 2004
COURSE SYLLABUS

Date: October 25th, 2004

Course Number
PCSP 295/395

Course Title
Graduate Seminar

Department
TJL SOPHS and COP

Instructor(s)
TJL SOPHS and/or COP faculty members

Number of Weeks
39 (13 X 3 semesters per year)

Maximum Enrollment
50

Unit Value
1

Seminar Hours per Week
1

Laboratory Hours per Week
NA

Discussion Hours per Week
NA

Number of Labs per Semester
NA

Experiential Hours per Week
NA

Course Description
Seminar presentation on research-related topics given by Master and Ph. D. graduate students. Enrolled students are required to (1) attend all seminars given throughout the pharmacy academic year (Fall, Winter, and Spring semesters of the pharmacy calendar) and (2) give one seminar per year (30-40 min presentation followed by 10-15 min question/answer time). All first-year graduate students are expected to apply what they learned in the course PCSP 209 “Presentation and Technical Writing” to prepare for their first seminar and to present that seminar no later than the third (typically, Spring) semester of the pharmacy calendar. This course is required for all Non Thesis Master graduate students for one year, Master graduate students for two years, and Ph.D. graduate students for three years, during their tenure in the PCSP. After that time, graduate students are expected to attend seminars without requiring official enrollment.

Prerequisites
Graduate standing in the PCSP

Teaching Methodology
Provide opportunity for students to present seminar

Evaluation Methodology
(The University of the Pacific Honor Code is an essential element in academic integrity. It is a violation of the Honor Code to give or receive information from another student during an examination, to use unauthorized sources during an examination, or to submit all or part of someone else’s work or ideas as one’s own. If a student violates the Honor Code, the faculty member may refer the matter to the Office of Student Life. If found guilty, the student may be penalized with failure of the assignment or failure of the course. The student may also be reprimanded or suspended from the University. A complete statement of the Honor Code may be found in the Student Handbook, “TIGER LORE”).

Grading: 90 - 100% = A; 80 - 89% = B; 70 - 79% = C; 60 - 69% = D; <60% = F

Letter Grade based on presentation (50% of grade), attendance (40% of grade), and participation(10% of grade) in the question/answer period. Students are required to attend and actively participate in all seminars. An automatic “D” grade will be given for three unexcused absences per year. All the grades will be assigned at the end of spring semester irrespective of when the student registers for this course. Those registered in Fall and Winter semesters will be assigned an N in the interim.
# COURSE SYLLABUS

Pharmaceutical and Chemical Sciences Graduate Program

<table>
<thead>
<tr>
<th>GOALS</th>
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<tbody>
<tr>
<td>1. To prepare students to give quality research-oriented seminars.</td>
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<td>2. To help students to identify research areas for their study.</td>
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<td>3. To broaden the knowledge base of students in different research disciplines.</td>
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<td>4. To promote interactions among faculty members and graduate students who are actively involved in conducting research.</td>
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</tbody>
</table>
COURSE SYLLABUS

Pharm.D. Performance Objectives

Upon completion of this course, students should be able to:

1. present a research seminar in a professional manner;

2. prepare adequate materials (e.g. slides, overhead transparencies, computer files) for a presentation;

3. write an abstract of the seminar with appropriate references;

4. be familiar with the research topics of faculty in both TJL SOPHS and the Chemistry Department.

Ph.D., Master, and Non Thesis Master’s students are required to present three, two, and one seminars, respectively. Requirements for each seminar are detailed as follows:

Seminars will be 30 to 40 min long with a 10 to 15 min question/answer period. Any topic of interest may be selected. The topic must be approved by the student’s major professor (advisor) not less than one month before the presentation date. Students are expected to give a brief introduction (~10 min) at the beginning and then present data from 2-4 published articles and/or results from their own research project.
COURSE SYLLABUS

Pharmaceutical and Chemical Sciences Graduate Program

COURSE OUTLINE
Didactic Sequence and Time Allotment
(Attach Additional Page(s) if needed)

Tentative Seminar Time: Thursdays 11:10 AM - 12:00 PM

Fall Semester:
Meet at the Classroom Building
Week 1 - 13: Student Seminar (30-40 min each)
Midterm Week - No Seminar

Winter Semester:
Meet at SOPHS
Week 1 - 13: Student seminar (30-40 min each)
Midterm Week - No seminar

Spring Semester:
Meet at SOPHS
Week 1 - 13: Student seminar (30-40 min each)
Midterm Week - No Seminar