

**The University of Tennessee Health Science Center**

# **The CenterScope**

**Student Handbook**

**2004 – 2005**



**The Mission of the University**  
**Student Government**  
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# QUICK REFERENCE

Bookstore (University Center Store) .....	910 Bldg. (Concourse level) .....	448-5623
Dental Care .....	Dunn Bldg. (Ground Floor) .....	448-6221
Disabled Student Services .....	GEB (BB9) .....	448-5056
Financial Aid .....	910 Building (520) .....	448-5568
Food Services .....	(Catering) .....	448-5626
GEB Information .....	GEB (106) .....	448-6960
Health Career Programs .....	Randolph (314) .....	448-8418
Housing .....	Goodman Family Residence Hall .....	448-5609
Library & Biocommunications Center ....	Alexander Bldg. (225) .....	448-5634
Parking .....	45 N. Manassas .....	448-5549
Police .....	45 N. Manassas .....	448-4444
Recreation .....	SAC (312) .....	448-5612
Student Academic Support Services ....	GEB (BB9) .....	448-5056
Student Affairs .....	910 Bldg. (600) .....	448-4860
Student Alumni Center .....	SAC (200) .....	448-5614
University Health Services .....	Randolph (218) .....	448-5630
University Mental Health .....	Univ. Behavioral Health Center .....	448-5630



## THE UNIVERSITY OF TENNESSEE HEALTH SCIENCE CENTER

### Office of Student Life and Student Affairs

910 Madison, Suite 600, Memphis, TN 38163

901.448.5610 • 901.448.4860

[www.utmem.edu/studentlife\\_sgaec](http://www.utmem.edu/studentlife_sgaec)

# College Of Health Science Engineering

Frank A. DiBianca, Ph.D., Dean

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## MESSAGE FROM THE DEAN

On behalf of the faculty, staff and students of the College of Health Science Engineering (CHSE) of the UT Health Science Center (UTHSC), it is a pleasure to welcome you to graduate school. All of us in the college will work hard to ensure that your graduate education is rewarding and successful. Our faculty are dedicated to providing you with an excellent classroom education and a thorough research experience. Our staff is committed to assisting you in the administrative aspects of graduate school. Our upper-level graduate students will help you learn more about the fundamentals of research laboratory work and about the city you will live in.

The subfields of health science engineering, including biomedical engineering, health informatics and clinical engineering, and biomedical instrumentation are major foci for progress in health care. This is a bright period to enter this area of engineering, a time in which the prospects for a challenging and rewarding future are excellent.

Please do not hesitate to call upon me or the other administrators of the CHSE if you would like to speak with any of us. We are here to help you in your graduate studies.

**Frank A. DiBianca, Ph.D.**

**Children's Foundation of Memphis Professor and  
Dean, College of Health Science Engineering**

## HISTORY

In 1989, the Department of Biomedical Engineering was created at the UT Health Science Center reporting to the Dean, College of Graduate Health Sciences (CGHS). Seven years later, in 1996, the department was elevated to become the School of Biomedical Engineering reporting directly to the Chancellor of the University. Seven years later, in 2003, the school was elevated again to become the College of Health Science Engineering, the seventh college of the University of Tennessee Health Science Center.

The College of Health Science Engineering is the first college of its type in the nation. Its creation is a testament to the burgeoning growth that is taking place in various disciplines that apply engineering to the health sciences.

## ORGANIZATIONAL STRUCTURE

### The College

The College of Health Science Engineering is comprised of three units (two academic and one service), the Department of Biomedical Engineering, the Department of Health Informatics and Clinical Engineering, and the Biomedical Instrumentation Division. The college is administered by a dean, the two departments are headed by chairs, and the service unit is supervised by a director.

### The Graduate Program

As a student in the Joint M.S./Ph.D. Program in Biomedical Engineering of the University of Memphis and the University of Tennessee, you will receive classroom instruction and research supervision from members of the

joint faculty of the program as well as instruction from other departments at both universities. You will have an administrative appointment at the campus of your primary research supervisor and an adjunct appointment at the other campus.

At the UTHSC campus, the graduate degree program in Biomedical Engineering is administratively located in the College of Graduate Health Sciences along with basic science programs in Anatomy, Biochemistry, Microbiology, Pharmacology, Physiology and Biophysics, and other disciplines. Graduate students are subject to the policies and procedures of both the College of Health Science Engineering and the College of Graduate Health Sciences (see page 91).

### Administration

Frank A. DiBianca, Ph.D., Dean  
920 Madison Avenue, Suite 1005  
(901) 449-7099

Helen M. Parsons, M.B.A., Director of Administration  
920 Madison Avenue, Suite 1005  
(901) 449-7101

### Departments and Divisions

#### Biomedical Engineering

Mohammad F. Kiani, Ph.D., Acting Chair  
920 Madison Avenue, Suite 1005  
(901) 449-7099

#### Health Informatics and Clinical Engineering

Jack W. Buchanan, M.S.E.E., M.D., Acting Chair  
920 Madison Avenue, Suite 1005  
(901) 449-7099

#### Biomedical Instrumentation

Helen M. Parsons, M.B.A., Director  
920 Madison Avenue, Suite 1005  
(901) 449-7101

## POLICIES AND PROCEDURES

In addition to the policies and procedures of the College of Graduate Health Sciences, additional policies and procedures have been established by the College of Health Science Engineering, as described in this section.

Students should refer to the information and guidelines given on the webpage of the UM/UT Joint M.S./Ph.D. Graduate Program in Biomedical Engineering at

<http://memphis.mecca.org/bme/>

Additional policies and procedures for students enrolled at the University of Tennessee Health Science Center are the following:

All students in the Joint Program in BME are appointed at both the University of Memphis and the University of Tennessee. They receive an administrative appointment at the campus where their research advisor resides and an adjunct appointment at the other campus.

All BME courses are taught by members of the joint faculty and given at both campuses. Additional courses are available both universities.

All courses in the Joint Program follow the academic calendar published at

[http://www.enrollment.memphis.edu/  
registrar/calendars/academic.htm](http://www.enrollment.memphis.edu/registrar/calendars/academic.htm)

All students in the UT CHSE, including both the department of Biomedical Engineering and the Department of Health Informatics and Clinical Engineering, are enrolled in the UM/UT Joint Graduate Program in BME and receive their degrees through the UTHCS CGHS.

All students must submit progress reports two times per year. Before the student has obtained a formal research advisor, the report is approved by the Director of Graduate Studies. After the student has obtained a research advisor but before the student has formed his/her research committee, the report is approved by the student's research advisor. After the student has formed his/her research committee, the report is approved by the student's committee (including the research advisor).

Project M.S. students are required to pass a Level A comprehensive examination.

Students receiving stipends to support their research studies are required to work 20 hours per week under the direction of their research advisors. Students receive all UTHSC holidays and an additional 10 weekdays per year vacation. Students must coordinate the taking of vacation time with their research advisors. Students desiring additional vacation days must obtain written approval from their advisors and must make this time up by working weekends (or under another arrangement) that must be approved in writing by their advisors.

Participation of CHSE students in organizations such as the Student Government Association and the Honor Council is via the CGHS. CHSE students attend to course registration and orientation via the CGHS. Additional orientation may be given by the CHSE, and entering students should inquire about this when they matriculate.