

The University of Tennessee Health Science Center

The CenterScope

Student Handbook

2004 – 2005



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Student Government
Student Services
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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

College Of Pharmacy

Dick R. Gourley, Pharm.D., Dean

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MESSAGE FROM THE DEAN

In the two most recent Gallup Polls, Americans rated pharmacists clearly above all other professionals, including ministers, physicians, attorneys, and public officials, in their level of trust. The profession of pharmacy provides a career dedicated to the health and well-being of patients, and the practitioner enjoys an extremely rewarding profession, as well as being trusted and respected by the general public.

We are very proud that for the last two years, the University of Tennessee College of Pharmacy has been ranked among the top ten pharmacy schools in the nation by the prestigious U.S. News & World Report. Faculty, staff, and alumni are continually striving to improve our education, research, and public service missions, because our goal is to become one of the top five schools nationwide, with the ultimate objective of being #1.

The changes occurring in health care and the information explosion happen on a daily basis. The opportunities you have available to you as a student entering the pharmacy profession are virtually unlimited. The pharmacists of today and the future are integral members of the health care team, and their influence on pharmaceutical care has far-reaching effects.

The challenges of pharmacy practice are many, and they include the therapeutic dilemmas of the elderly, pharmaceutical care of the acutely ill patient, or fine-tuning the drug needs of the pediatric patient. As new and innovative drug therapies are developed, including drug delivery systems and new drug entities, pharmacy becomes an even more challenging profession.

The University of Tennessee College of Pharmacy is truly an outstanding institution. I am proud to be an alumnus, as well as a member of the faculty. We have an outstanding student body, and I am confident that you will enhance that student body.

Our faculty and staff members in the dean's office are always available to you, whether you have a question, a comment, a concern, or just need to talk with someone. Please call on us at any time for assistance. You are the reason we're here.

Dick R. Gourley, Pharm. D.
Professor and Dean, College of Pharmacy

ADMINISTRATIVE LISTING

Dick R. Gourley, Pharm. D., Professor of Clinical Pharmacy, Dean
James C. Eoff III, Pharm. D., Professor and Executive Associate Dean
Duane Miller, Ph.D., Chair, Department of Pharmaceutical Sciences and Associate Dean for Research and Graduate Programs
Rich Helms, Pharm. D., Chair, Department of Clinical Pharmacy
Christopher Bradberry, Pharm.D., Chair, Department of Pharmacy Practice and Pharmacoeconomics
Glen E. Farr, Pharm. D., Assistant Dean, Continuing Education and East Tennessee
David Solomon, Pharm. D., Associate Dean for VA and Hospital Affairs

ADMISSIONS INFORMATION

MAILING ADDRESS:

Office of Admissions
The University of Tennessee
College of Pharmacy
847 Monroe Avenue
Room 226
Memphis, Tennessee 38163.

TELEPHONE:

(901) 448-6036 or 448-6120

PROFESSIONAL DOCTOR OF PHARMACY DEGREE

In 1984, the six-year Doctor of Pharmacy (Pharm. D.) degree became the entry-level program for all undergraduate students. The baccalaureate degree has been discontinued. The program requires two years pre-professional work and four years (eight semesters) in the professional curriculum. The new curriculum introduced in 1984 is designed to facilitate the program change. A brochure, available on request, outlines the principal features of the Doctor of Pharmacy program.

WHERE TO STUDY

The preprofessional curriculum may be taken at any accredited college or university that offers the required courses. The University does not attempt to evaluate other educational institutions and does not assess bonus or penalty ratings in the evaluation of transcripts. A strong foundation in English language, chemistry, biology and the social sciences is essential to success in the pharmacy curriculum.

RESIDENCY

The College of Pharmacy, as a part of the University of Tennessee system, is a state-supported institution and gives priority to resident students. Nonresidents are eligible to apply and may be admitted on a competitive basis.

NUMBER OF STUDENTS ADMITTED

The College of Pharmacy admits one class per year in the fall semester. The size of the entering class is established administratively by the University of Tennessee and is based on a determination of manpower needs and available resources. Approximately 100 students entered in 2001.

SELECTION PROCESS

Admission to the college is through a Committee on Admissions. Selection is not based on a single factor, but it is the composite of a total application process and represents the best judgment of the Admissions Committee. Following are some factors which are considered in the admissions process: academic record (GPA); Pharmacy

College Admissions Test (PCAT); ACT/SAT Scores; personal interview, references; evaluation by preprofessional faculty; evidence of maturity; leadership potential; extracurricular activity; previous work experience; the completeness of the application. The above register is not exhaustive. Factors are not listed in an order of weight or importance, but academic performance is the most significant single factor. A minimum grade point average of 2.5 is required; however, the GPA should be higher to be competitive since the average GPA of accepted students is approximately 3.3.

PERSONAL INTERVIEWS

All students admitted to the college are required to have a personal interview. A preliminary screening by the Admissions Committee determines whether a student will be invited for a personal interview.

CAMPUS TOURS

A tour of the campus, conducted by currently enrolled pharmacy students, is given to applicants invited for a personal interview. Tours during the academic year may also be scheduled by appointment.

PHARMACY COLLEGE ADMISSION TEST

All applicants are required to take the Pharmacy College Admission Test (PCAT). The examination is scheduled several times per year. Students following a two-year pre-professional program should select the date in the second college year. This date would normally be toward the close of fourth quarter or third semester. The test should not be delayed until the following February as results may not be available in time for use in the screening of applications. Students who have had more than two years of college work, especially if they have finished chemistry, biology, and physics, may wish to schedule the test at an earlier time. A composite scaled score of 190, with individual subject area scores not less than 180, is required for interview. The minimum composite scaled score is not a competitive score; however, the composite scaled score average of accepted students is 215 (75th percentile).

Schedules and applications for the PCAT may be obtained by writing: The Psychological Corporation, 555 Academic Court, San Antonio, Texas 78204-2498. Telephone: (1-800) 622-3231 or FAX (210) 921-8861.

WORK EXPERIENCE

Experience in a pharmacy setting is not a requirement for admission to the college. However, such experience is valuable in determining motivation to pursue this field of study. It is recommended prospective applicants obtain employment in a pharmacy setting if possible, prior to completion of the prepharmacy requirement, or schedule appointments with practicing pharmacists to discuss the profession.

PERSONAL REFERENCES

Three reference letters are required in completion of the application. Students often ask from whom personal references should be obtained. Business or professional persons who are acquainted with the applicant and have knowledge of the applicant's personal circumstance and qualifications are qualified to provide a recommendation. Present or former employers are especially appropriate sources of reference. Evaluation by the student's faculty is required as a part of formal application, thus faculty members should not be asked to give references. Parents and members of the immediate family generally should not give references.

NOTIFICATION OF ADMISSION

Although the deadline for application is February 1, applications are accepted the preceding fall. Invitations for interview begin in the late fall and early applicants are considered for admissions after their interviews. Strong applicants with complete records may be admitted shortly thereafter. The majority of students are usually advised of the disposition of their applications during the months of February through April.

It should be noted that personal interviews may be scheduled before or after the February 1st application deadline. Scheduling of the personal interview does not in itself imply any action by the Committee on Admissions other than that the application is being processed for later review.

PHARMACY WEEKEND

Following completion of class selection, incoming students are invited to the campus for an introduction and orientation to the UTHSC campus. The program occurs on a weekend, usually toward the end of April. This is an unofficial, voluntary activity, sponsored, planned and carried out by pharmacy student organizations.

THE PHARMACY CURRICULUM

The Doctor of Pharmacy degree requires a minimum of six years academic study: two years preprofessional work and four years in the College of Pharmacy.

The professional curriculum consists of the following broad divisions:

1. Basic biological sciences, including biochemistry, anatomy, physiology, microbiology.
2. Pharmaceutical technology and advanced pharmaceutical sciences: the traditional science and art of the profession.
3. Behavioral, administrative and legal aspects of the profession.
4. Medicinal chemistry, including the study of organic therapeutic agents and related subjects.
5. Pharmacology, the study of drug actions on the animal organism.
6. Clinical pharmacy or pharmacy practice which is an applied aspect of the curriculum.
7. Toxicology and related subjects including relationships between disease states and therapeutic agents.

ADVANCED PLACEMENT CREDIT

The following policy statement on advanced placement programs has been approved by the College of Pharmacy:

1. Accept Advanced Placement subject examinations with minimum scores of three (3) and in the sciences a minimum grade of "B" in an equivalent number of hours of advanced coursework in the subject. (Test scored: 1 to 5)
2. Accept CLEP subject examinations with a minimum grade of "B" and in the sciences a minimum grade of "B" in an equivalent number of hours of advanced coursework in the subject.
3. Accept institutions ACT or SAT advanced placement policies with minimum 90 percentile (college bound norms) and in sciences a minimum grade of "B" in an equivalent number of hours of advanced coursework in the subject.
4. Advanced credit test scores must be forwarded directly to the UTHSC Registrar by the testing agency.

Our Registrar has been advised that advanced placement credit will be accepted for work in the prepharmacy curriculum within the guidelines stated in items one through four. Any questions on interpretation should be addressed to the Registrar of UTHSC.

GRADUATE STUDIES

The college offers graduate degree programs in these areas of Health Sciences Administration and pharmaceutical science. M.S. and Ph.D. degrees are offered in Medicinal Chemistry (including a track which places emphasis upon Toxicology) and in Pharmaceutics. The college offers a limited number of positions in a dual Pharm.D./Ph.D. program. In general, these programs are available to advanced students who hold a Bachelor's degree in pharmacy or in some instances in a nonpharmacy major. For additional specific information on graduate studies, it is necessary to contact the chairman of the appropriate department, i.e., Department of Pharmaceutics. All of these departments are located in the College of Pharmacy.

Graduate studies in pharmacology, biochemistry and other biological sciences are available through the appropriate department of the College of Medicine (see Graduate School of Medical Sciences, this publication)

STUDENT GOVERNMENT ASSOCIATION

The Pharmacy Student Government Association is the primary student organization which represents the student body of the College of Pharmacy. This group also serves as liaison between students, administration and faculty. The Pharmacy SGA is composed of a president (elected annually by the entire student body), the president of each class, and one representative from each of the other student organizations and the pharmacy fraternities.

The Dean and Executive Associate Dean meet monthly with the Pharmacy SGA to hear first-hand of developments within the College of Pharmacy. The Pharmacy SGA also assists in implementing changes or initiating new programs, recommending names of student representatives to serve on the standing committees of the College, and encouraging and promoting student leadership and involvement in professional and extracurricular activities.

John Williamson
2004-05 President, PSGA

2004-05 OFFICERS:

President John Williamson

Representatives:

1st year class	TBA
2nd year class	Stephanie Baker
3rd year class	Kristy Flowers
4th year class	Catherine Brown
Kappa Psi	Paula Carter
Phi Delta Chi	David Hobbs
ASP	Ben Gross
Phi Lambda Sigma	Amy Hodgkin
Rho Chi	Susan Woodard
SNPhA	Kimberly Lewis

STUDENT ORGANIZATIONS

Incoming students quickly learn that the pharmacy classes are structurally organized and are influential in policy matters affecting student life.

There are no social fraternities on the campus, in the traditional sense. There are several active organizations which have social benefits in addition to their professional roles. These are:

1. **Academy of Students of Pharmacy:** the student counterpart of the national organization.
2. **Student National Pharmaceutical Association:** the student counterpart of the national organization for minority pharmacists.
3. **Kappa Psi:** professional pharmacy fraternity.
4. **Phi Delta Chi:** professional pharmacy fraternity.
5. **Rho Chi:** a national honor society in pharmacy.
6. **Phi Lambda Sigma:** pharmacy leadership society.

Additional information on campus organizations is found in a separate section of this publication.

ACADEMIC CALENDAR
2004-2005
(<http://pharmacy.utmem.edu>)

STUDENT EMPLOYMENT

Pharmacy students often accept outside employment in a pharmacy setting while enrolled in the professional program. The college takes the position that such employment must not interfere with the regular studies and

responsibilities of enrolled students. Outside employment during the early semesters of the curriculum is discouraged. Thereafter, students should use their own judgment in accepting employment, keeping in mind their primary objective in attending the college.

PLACEMENT SERVICE

The college conducts a placement service which assists employers and employee pharmacists and students in employment matters. The college also sponsors a career day in early Spring.

HOUSING FACILITIES

It is recommended that single incoming pharmacy students plan to reside in the university residence halls. This is particularly desirable for students who are not residents of Memphis. Information on housing for single and married students is found in another section of this handbook.

CONCERNS OBSTRUCTING PHARMACY EDUCATION (C.O.P.E. Program)

The College of Pharmacy strives to help any and all students who may become stressed out because of academic and clinical workloads, financial pressures, changes in life-style, etc. While students normally develop healthy ways of coping with these stresses, occasionally a student may be unable to successfully adapt to these pressures. He or she may also begin to abuse drugs or alcohol. This behavior results from a temporary inability to cope with the stress of pharmacy school, alcohol and/or drug dependence, or a disorder such as depression. This leads to "impairment" in which the student's participation in the educational program may be affected or his or her behavior may violate the regulations of UTHSC and the accepted standards of the pharmacy profession. Any member of the C.O.P.E. Council is always ready to assist students who may be experiencing these feelings of frustration, depression, drugs, whatever the problem. Rest assured that your problem will be handled with the utmost of professionalism, compassion, and confidentiality.

LOANS

Emergency loans are available through the Dean's office. Loans are based on need and availability of funds. Interest is six percent per annum and repayment is within thirty days. Students experiencing financial problems are also encouraged to contact the Office of Financial Aid Services, 910 Madison Bldg., Suite 520, 448-5568.

TUTORING SERVICES

Tutoring services are available at no charge to those students who are experiencing academic trouble. Contact the Office of Academic Affairs in the College of Pharmacy or Ms. Cathy Gibbs in Student Academic Support Services at 448-5056.

STANDARDS FOR PROMOTION

The Doctor of Pharmacy degree program has been designed to cover eight semesters in addition to the two prepharmacy years. The curriculum includes lectures, laboratory courses and a clinical component. Clinical instruction and clerkship training in pharmacy practice is required. Students may elect to take clerkships outside of Memphis through one of the other Statewide Professional Experience Program sites. Classroom and clinical practice instruction is provided by experienced faculty members. Students with advanced academic standing may petition the faculty of a specific course(s) through the Executive Associate Dean for permission to substitute a course(s) in order to promote professional specialization.

ACADEMIC STANDING & PROMOTIONS

Student performance is evaluated through examinations by faculty members during each semester. Additionally, at the end of each semester a final examination period of five days is provided. Written examinations on each subject taught during the preceding term may be given during this period.

No student will be excused from an announced final examination except that:

1. If illness of the student prevents taking an examination, the student must present a certificate from the University physician stating the fact.
2. If illness or death in the family makes it necessary for the student to miss an examination, the facts must be presented in writing to the instructor of the course.

Each student's performance is determined by senior instructors or course coordinators of the subjects for which they registered. Students who meet the course(s) requirements will be promoted in the subsequent semester.

The student's overall performance is continually monitored by the Academic Standing and Promotions Review Committee. The Committee adjudicates within the framework of the guidelines available in the Dean's office.

IMPOSITION OF ACADEMIC PROBATION

Academic probation will be imposed upon a student when the student's academic performance meets either or both of the following conditions:

1. The grade point average earned at the conclusion of the first semester of the first professional year, or the cumulative grade point average at the conclusion of any semester thereafter, is less than 2.33.
2. The grade point average earned for any one semester is less than 2.00.

PERIOD OF ACADEMIC PROBATION

A period of academic probation will be in effect during the semester immediately following the conclusion of the semester in which the student's academic performance meets either or both of the conditions for imposition of probation. If at the conclusion of the semester during which a period of probation is in effect the

student's academic performance continues to meet either or both of the conditions for imposition of probation, another period of probation will be imposed. If at the conclusion of the semester during which a period of probation is in effect the student's academic performance no longer meets either or both of the conditions for imposition of probation, another period of probation will not be imposed.

CONDITIONS OF ACADEMIC PROBATION

The following conditions will apply to a term of academic probation imposed upon a student:

1. During any term of probation, a student may not be elected to any office in any College recognized organization, and will not be eligible for College paid travel.
2. The following additional conditions shall apply to a student on probation two or more times:
 - (a) must resign any and all office(s) held in College recognized organization(s);
 - (b) is not permitted to represent the College in any official capacity.

ACADEMIC DISMISSAL RECOMMENDATION

A student will be subject to a dismissal recommendation when any one or more of the following conditions are met:

1. Academic performance at the conclusion of any semester is so poor as to predict strongly an inability to meet the overall requirements of the curriculum. It is recognized that this situation is most likely to occur during the first professional year, and may occur without a probationary period being imposed.
2. A period of probation is imposed for a second time and the cumulative grade point average is less than 2.33.
3. A period of probation is imposed for a third time, regardless of the cumulative grade point average.
4. A student who receives two or more grades of "D" or "F" in required courses in any one academic year OR a total of 3 or more grades of "D" or "F" throughout the curriculum regardless of GPA.

In addition the minimum acceptable grade for any course attempted is a "D". Courses in which an "F" is earned, both the original "F" in a course(s) and the newly earned grade will be used for the determination of the student's overall cumulative grade point average.

Students with outstanding deficiencies in the professional curriculum may not register for courses in the next professional year without affirmative action by the Academic Standing and Promotions Review Committee.

Students may appeal any academic action to the Academic Standing and Promotion Review Committee. The appeal must be submitted, in writing, within five calendar days of receipt of notification of action. The Academic Standing and Promotion Review Committee will make a recommendation to the Dean who will make a decision on the appeal.

Further appeal from the decisions of the College of Pharmacy can be made to the Chancellor's office.

Appeals from denials of promotions occurring at the end of the spring and fall terms will be heard during the first week of the summer and winter terms respectively.

*Specific guidelines regarding these policies are accessible in the Office of the Executive Associate Dean.

REQUIREMENTS FOR GRADUATION

In order to be awarded the Doctor of Pharmacy degree, an applicant must have completed all degree requirements and complied with the following conditions:

1. Students must have been in residence as registered pharmacy students in an acceptable college of pharmacy for at least four academic years; at least the last two academic years must have been in this college.
2. Students must have discharged all their financial obligations to the college.
3. Students must have attained a final cumulative grade point average of 2.33 or above (on a 4.0 scale) and a grade of "C" or above in all clerkship courses attempted in the professional curriculum of the college. Didactic and experiential courses in which an "F" is received must be repeated before a student is eligible to receive the Doctor of Pharmacy degree.

HONORS

The College of Pharmacy is authorized to grant honors for academic excellence. Students may graduate with honors, with high honors, or with highest honors in accordance with appropriate cumulative grade point averages based on performance in the professional curriculum only.

Grade Point Average	Designation
3.50-3.69	with honors
3.70-3.84	with high honors
3.85-4.00	with highest honors

HONOR COUNCIL

Please refer to the Honor Code Section IV, Addendum F, of the Student Judicial System section of this handbook (page 64), for the special provisions of the UTHSC Honor Code that pertain to the College of Pharmacy.

GRADING SYSTEM

The College of Pharmacy will utilize a grading system which permits the faculty to award, in combination with certain letter grades, a "plus" or "minus" to appropriately recognize and reward the academic achievements of students in the College. The faculty will determine the letter grade, and a plus or minus in combination with the letter grade, based on a scale to be determined by the individual faculty member responsible for each course taught in the College.

The grading system will utilize the following letter and quality point scale for purposes of reporting and recording student grades on routine grade reports and transcripts:

Letter Grade Quality Points

A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D	1.00
F	0.00

It is to be emphasized, however, that the responsibility for the grading scale to be used in determining a student's grade for a course remains the province of the individual faculty member.

ATTENDANCE POLICY

The educational programs at UTHSC have been developed by the faculty and staff to provide students with the information and experiences necessary to become practicing professionals. It is expected that students attend the various educational opportunities provided for them as a part of the curriculum of the college or of the school in which they are enrolled. Individual faculty may consider attendance mandatory for certain educational experiences. Students will be informed, in writing, where policy requires class attendance.

DRESS CODE

Students attending the College of Pharmacy shall be suitably attired. The standards stated herein apply to all Doctor of Pharmacy candidates.

CLINICAL SETTINGS

Any time a student is in a professional clinical pharmacy setting, a student-patient relationship, or any other clinical laboratory situation including the pharmaceutical technology laboratory, the following dress code applies.*

1. White lab coat or jacket.
2. Males wear ties.
3. Appropriate professional attire and neatness of appearance.

Unacceptable attire includes: blue jeans or overalls, tennis shoes, sorority or fraternity jerseys, T-shirts, halter tops, shorts, hats, bare feet.

CLASS ROOM SETTINGS

Attire in the classroom shall be left to the discretion of the student.

*Dress for laboratories in basic science courses will be determined by the College of Medicine.

BOARD EXAMINATIONS

Upon receipt of the Doctor of Pharmacy degree, in order to become licensed practitioners, graduates are required to take the Board examination given by the Tennessee Board of Pharmacy. Internship requirements of the Board of Pharmacy include a specified minimum of

1500 clock hours. Experience obtained during the summer following completion of the preprofessional requirements, and succeeding summers while not actually enrolled as a student, is allowed toward fulfillment of the Board requirements. Up to 1100 clock hours of credit is allowed by the Board for certain clinically oriented courses (clerkships and externships) in the pharmacy curriculum.

LICENSURE IN OTHER STATES

Pharmacists may become licensed in other states through two mechanisms: by Board examination in the individual state and by reciprocity of license from one state to another. In either method, application must be made to the Board of Pharmacy in the State for which licensure is desired.