

PHA6122 Population Pharmacokinetics and Pharmacodynamics

PHA6122 Population Pharmacokinetics and Pharmacodynamics (3 Cr Hr.)
Location: Canvas, Asynchronous

The final syllabus posted in the course Canvas site is the most current and supersedes this syllabus.

Course Coordinator:

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on request

Pre-Requisites:

PHA6125 Introduction to Quantitative Pharmacology

Co-Requisites:

None

Affordable UF 2025:



PHA6122 Population Pharmacokinetics and Pharmacodynamics

Course Objectives

This 3-credit course offers a comprehensive exploration of theoretical concepts in population pharmacokinetics/pharmacodynamics (PK/PD) modeling, along with practical applications using continuous and non-continuous data. Each week, students will have access to assigned lectures, which will be available online. Half of the lecture series will consist of live, hands-on active learning sessions, and recordings will be posted afterward. To reinforce the learning experience, assignments related to the active learning sessions will be provided. Students have the flexibility to watch the lectures at their convenience.

By the end of this course, students will have acquired the skills to effectively articulate the theory and implementation of nonlinear mixed-effect modeling and simulation. They will also be proficient in data formatting, developing population PK/PD models, evaluating model performance, and conducting simulations. Moreover, students will have hands-on experience in utilizing various population PK/PD software platforms, such as MonolixSuite, Pumas, Phoenix, and R.

Instructional Method

This course is part of the distance education program at the University of Florida. Instead of a traditional lecture format, the medium for communication between course instructors, teaching assistants, and students will be via Canvas, a user-friendly web-based classroom management tool, that utilizes required lectures, quizzes (in most courses), completion of written assignments, and participation in a discussion board.

Students will independently complete assigned lecture videos, quizzes, assignments, and exams to assess their understanding of the course material and provide their insights. Throughout these learning activities, the instructors are available via email to assist with any questions. Attendance at Active Learning Sessions (ALS) via Zoom is required. Due to the nature and size of our program, individual Zoom sessions or phone calls are not routinely offered by the teaching faculty.

Instructors are readily available via the course messaging system and consistently provide prompt responses.

Materials and Supply Fees

Please review the syllabus specific to this class for any required, recommended, or suggested reading materials.

Use [UF VPN to access UF Libraries Resources](#) when off-campus. **Please note that students enrolled in our partner universities will not have access to the UF library resources and you will need to utilize the library through your home institution.**

The UF HSC library staff can assist you with questions or issues related to accessing online library materials. For assistance contact your College of Pharmacy librarian or visit the [HSC Library Website](#) at this URL: <http://www.library.health.ufl.edu/>

PHA6122 Population Pharmacokinetics and Pharmacodynamics

For assistance with Canvas or other course technology, please contact: UF Distance Education Support Services - ahc-dess@ufl.edu

Required Materials: Students must comply with the UF Computer and Software Requirement. Please see the website of your respective program for further information.

Course Materials and Technology

Required Textbooks:

There are no required textbooks.

Software:

- **Phoenix:**
License keys and an installation guide will be distributed at the beginning of the course.
- **Monolix Suite:**
Installation can be done through the website: <https://lixoft.com/downloads/>
License keys will be distributed at the beginning of the course.
- **Pumas:**
License keys and an installation guide will be distributed at the beginning of the course.
- **R & R Studio:**
<https://cran.r-project.org/bin/windows/base/>
<https://www.rstudio.com/products/rstudio/download/#download>

Recommended Materials:

Title: Introduction to Population Pharmacokinetic/Pharmacodynamic Analysis with Nonlinear Mixed Effects Models

Authors: Joel S. Owen, Jill Fiedler-Kelly

Publisher: Wiley; 1st edition (July 8, 2014)

ISBN-13: 978-0470582299 | ISBN-10: 9780470582299

Title: Rowland and Tozer's Clinical Pharmacokinetics and Pharmacodynamics: Concepts and Applications

Authors: Hartmut Derendorf, Stephan Schmidt

Publisher: Wolters Kluwer Health; 5th edition (July 11, 2019)

ISBN-13: 978-1496385048 | ISBN-10: 1496385047

Title: Pharmacokinetic and Pharmacodynamic Data Analysis: Concepts and Applications

Authors: Johan Gabrielsson, Daniel Weiner

Publisher: Swedish Pharmaceutical Press; 4th edition (July 4, 2007)

ISBN-13: 978-9197651004 | ISBN-10: 9197651001

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Title: Pharmacokinetic-Pharmacodynamic Modeling and Simulation

Author: Peter L. Bonate

Publisher: Springer; 2nd ed. 2011 edition (July 1, 2011)

ISBN-13: 978-1441994844 | ISBN-10: 144199484X

Additional reading materials will be made available on the Canvas course site.

College of Pharmacy librarian or visit the [HSC Library Website](http://www.library.health.ufl.edu/) at this URL: <http://www.library.health.ufl.edu/>

For assistance with Canvas or other course technology, please contact: UF Distance Education Support Services - ahc-dess@ufl.edu

Course Schedule

| Week # | Pre-recorded Lectures | Quizzes | Active Learning Sessions (Software) Thursdays, 9:00-10:30 AM | Assignments |
|--------|--|----------------|---|----------------|
| Week 1 | Module 0 Course Overview (SK) | | No ALS | |
| Week 2 | Module 1a Compartmental Models, Model Evaluation (NM) | #1 (NM) | ALS #1 Module 1a (Monolix) Intro to Monolix, Modeling Building (NM) | |
| Week 3 | Module 1b Covariate Analysis, Simulation (NM) | #2 (NM) | No ALS | |
| Week 4 | Module 2 Separating Sources of Variability (SK) | #3 (SK) | ALS #2 Modules 1b & 2 (Monolix) Covariate Analysis (NM), Simulation, Sources of Variability (SK) | #1 (NM) |
| Week 5 | Module 3a Nonlinear PK (SK) | #4 (SK) | ALS #3 Module 3a (Pumas) Intro to Pumas & Nonlinear PK (VV) | |
| Week 6 | Module 3b Parent-Metabolite (NM) | #5 (NM) | ALS #4 Module 3b (Pumas) Parent-Metabolite (VV) | |
| Week 7 | Module 3c Special Populations (NM) | #6 (NM) | ALS #5 Module 3c (Pumas) Special Population (VV) | #2 (SK) |
| Week 8 | Exam 1 Modules 1-3 (NM, VV, SK) | | | |
| Week 9 | Module 4a Population PK/PD (SK) | #7 (SK) | ALS #6 Module 4a (Monolix) Population PK/PD (SK) | |

PHA6122 Population Pharmacokinetics and Pharmacodynamics

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|---------|--|-----------------|---|----------------|
| Week 10 | <i>Spring Break</i> | | | |
| Week 11 | Module 4b Exposure-Response Analysis (SK) | #8 (SK) | ALS #7 Module 4a & 4b (Monolix & R) Population PK/PD (Cont'd), Exposure-Response Analysis (SK) | #3 (SK) |
| Week 12 | Module 5 Disease Progression Models (SK) | #9 (SK) | ALS #8 Module 4b (Monolix & R) Exposure-Response Analysis (Cont'd) (SK) Guest Lecture by TBD: "Application of Exposure-Response Analysis & Dose Selection" | |
| Week 13 | Module 6a Categorical Response (SK) | #10 (SK) | ALS #9 Module 6a (Phoenix) Categorical Response (SG) | |
| Week 14 | Module 6b Count Data (SK) | #11 (SK) | ALS #10 Module 6b (Phoenix) Count Data (SG) | #4 (SK) |
| Week 15 | Module 6c Time-to-Event (SK) | #12 (SK) | ALS #11 Module 6c (Phoenix) Time-to-Event (SG) | |
| Week 16 | Exam 2 Modules 4-6 (SG, SK) | | | |

SK: Dr. Sarah Kim, NM: Dr. Natalia V. De Moraes, VV: Dr. Valvanera Vozmediano, SG: Dr. Serge Guzy

Course Assignments

Students are required to watch lectures within the period that is indicated in the syllabus. Conflict with work schedules is not an excuse for not watching the lectures. Active Learning Session (ALS) attendance is required. Zoom login information will be checked for students enrolled in the online certificate program.

Makeup assignments will be made for any excused absence and tardiness and must be submitted within two weeks of the missed sessions. If the situation leads to missing multiple class sessions and makeup becomes difficult, the student and course coordinator will discuss with the administration to explore options such as a remediation plan or course withdrawal.

Four hands-on assignments will be provided to assess the students' understanding of the concepts covered in the active learning sessions. These assignments will require students to either develop their own models or replicate an analysis using a provided dataset. Students will be expected to present their modeling/analysis results in their submission reports, including key graphs and tables as specified in each assignment's description. The evaluation criteria for these assignments will focus on the quality of the models developed and the logical, comprehensible, and concise nature of the descriptions provided.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Students must complete the weekly quizzes by Saturday at 11:59 PM ET after watching the lectures. Assignments will be posted on the course Canvas, typically with a two-week submission window, and exams will be posted with a three-day submission window. Students who miss a submission deadline without a pre-approved excuse will receive a zero for that item.

In the event of an emergency that prevents the timely completion of coursework, students must contact the course coordinator via email as soon as possible and provide a written explanation once the situation is resolved. The student may be offered a make-up problem set or another option determined by the course coordinator.

Excused absences must be consistent with university policies in the Graduate Catalog and require appropriate documentation. Additional information can be found in Attendance Policies.

Retaining Course Materials

As you go through the semester, keep copies of important emails, discussion bulletins, and assignments you may use for revision, as these will be purged from the course at the end of the semester. We recommend you make a copy of the course modules since this will be the only access you will get to these materials. We will not be able to provide you with copies of the course content once the course is removed from your account. If this class is a core class for your MS program (one that you will be tested on in the cumulative final exam given in special topics), it is especially important that you keep the notes for later review.

Academic Requirements and Grading

Grading Policy

For greater detail on the meaning of letter grades and university policies related to them, see the Registrar's Grade Policy regulations at: <https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx>

Most courses do not have a midterm or final exam, although this course may incorporate one, so be sure to review the specific requirements for this class. Students are evaluated continuously throughout the semester and graded according to their performance in the assignments and quizzes/exams (if quizzes/exams are present). All modules have written assignments, and some classes have timed quizzes that must be completed by the assignment deadline for the corresponding module. **Please review the portion of this syllabus specific to this class (found on the homepage of your class within Canvas) to review the requirements of your class, as it may differ from the above.**

All written assignments must be completed in your own words. Cutting and pasting from the internet is not acceptable and may be plagiarism. Failure to complete an assignment in your own words may result in you receiving a score of zero for the written assignment. All assignments should be written in your own words and referenced appropriately. This class may have a Plagiarism module associated with it, and this module must be viewed prior to opening Module 1.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

For courses that have timed quizzes: if you lose your internet connection during your quiz and scores are not recorded, simply email us and we can help you.

Assignments should be submitted using the assignment submission tool. If you have difficulty submitting an assignment, message your instructor and teaching assistant - we will work with you to troubleshoot the problem. Assignment feedback will also be provided via the assignment tool, so students should return to the appropriate module to receive feedback and the assignment grade.

Always keep a copy of your course assignments in case you need to resend it. Also, you may want it for revision purposes later.

For Assignment deadlines - see the course calendar.

Critical Dates for the UF Clinical Pharmacogenomics and Precision Medicine program:
<https://onlinepim.pharmacy.ufl.edu/resources/critical-dates/>

For other important dates, consult the [UF Calendar of Critical Dates](#) and <http://www.registrar.ufl.edu> on the assignments. The comments of the TA or professor can be viewed on the assignment submission page for the corresponding module.

Evaluation of Grades

Students will be graded on written assignments and module quizzes (when included in the course). The final grade will be based on the student's cumulative number of points earned divided by the total number of available points. The resulting percentage will be converted to a letter grade based on the grading scale below this section. If a final exam is included for the class, that score will also be incorporated into your final grade.

Below is an example of a class that shows how your final grade would be calculated (this is for all classes where the final grade will be based on the student's cumulative number of points earned divided by the total number of available points):

| Assignment | Total Points | Percentage of Final Grade |
|--------------------------|---------------------|----------------------------------|
| Hands-on Assignments (4) | 100 each | 60% |
| Exams (2) | 10 each | 20% |
| Quizzes (12) | 10 each | 15% |
| ALS Attendance | 11 | 5% |
| | | 100% |

Students will receive individual feedback on points lost on the assignments. The comments of the teaching assistant or instructors can be viewed on the assignment submission page for the corresponding module. Assignments cannot be resubmitted for a re-grade after receiving feedback; the feedback is given for learning purposes and not so that students can re-do and re-submit assignments.

Students can check their progress in the course by viewing their grade records via the course interface. Internationally registered student grades will be assigned as per the policies and procedures within your university.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Grades will be assigned as follows:

| Percent | Grade | Grade Points |
|--------------|-------|--------------|
| 90.0 - 100.0 | A | 4.00 |
| 87.0 - 89.9 | A- | 3.67 |
| 84.0 - 86.9 | B+ | 3.33 |
| 81.0 - 83.9 | B | 3.00 |
| 78.0 - 80.9 | B- | 2.67 |
| 75.0 - 79.9 | C+ | 2.33 |
| 72.0 - 74.9 | C | 2.00 |
| 69.0 - 71.9 | C- | 1.67 |
| 66.0 - 68.9 | D+ | 1.33 |
| 63.0 - 65.9 | D | 1.00 |
| 60.0 - 62.9 | D- | 0.67 |
| 0 - 59.9 | E | 0.00 |

Being consistently late in submitting assignments disrupts the course. If you have outstanding assignments as we near the end of the semester, we will send you a follow-up email as a reminder and to determine your plans for completion. If you do not respond to us before the final day of classes, you will be assigned a grade based on the completed assignments.

Additional Policy Specific to This Course: Quiz/Assignment/Exam Policy

1. Students must finish the quizzes, assignments, and exams within the windows indicated in the syllabus. Students who miss a submission deadline without a pre-approved excuse will receive a zero for that item.
2. In the event of an emergency that prevents the timely completion of coursework, students must contact the course coordinator via email as soon as possible and provide a written explanation once the situation is resolved. The student may be offered a make-up problem set or another option determined by the course coordinator.
3. Students are not allowed to share content for quizzes, assignments, and exams. Failure to follow the rules may be considered as evidence of academic dishonesty.

Make-up Quiz and Assignment Policy

Makeup quizzes are given only under special circumstances. If the student is unable to take a scheduled quiz, the course coordinator must be notified before the quiz. In addition, an email requesting the absence must be sent before the quiz or immediately afterwards. An excused absence is allowable when: 1) the student is hospitalized and/or has been advised by a licensed medical practitioner or hospital not to attend the quiz, or 2) if there is a documented death of an immediate family member as defined by UF policy. All excused absences will be considered on an individual basis by the course coordinator. For unusual situations (e.g., wedding that was planned before admission), the faculty member will communicate with student affairs.

Makeup assignments will be made for any excused absence and tardiness and must be submitted within two weeks of the missed sessions. If the situation leads to missing multiple class sessions and makeup becomes difficult, the student and course coordinator will discuss with the administration to explore options such as a remediation plan or course withdrawal.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

In extenuating circumstances (e.g., hospitalization, faculty availability), the instructor may arrange an alternate deadline for the items. The student may contact the course coordinator to obtain details about why points were deducted.

Grade Changes: Grades will be changed only when a grading error has been made. If you think an error has been made, you should message the instructor or teaching assistant as soon as possible. Your entire assignment will then be re-graded if the instructor determines that an error has been made.

Incomplete grades: Under special circumstances, if a student cannot finish a course before the end of the semester, we may be able to assign an incomplete grade. An incomplete grade is a non-punitive grade assigned at the discretion of the course instructor. In this course, an incomplete grade may be assigned if a third or more of the course assignments have been completed and if the student has remained in communication with teaching assistants and instructors throughout the course and has made an effort to request an incomplete grade. If an incomplete grade is assigned, outstanding assignments and quizzes must be completed by the end of the next semester that the course is offered. If the assignments are not completed in the next term that the course runs, you will be assigned a grade based on the completed assignments. If you are scheduled to graduate the term after this semester, you are not eligible for an incomplete. Please email your instructor for more information. Students in our partner universities are not eligible for an incomplete and should contact their home institution to see the options available to them.

Instructional Policies

This course is part of the distance education program at the University of Florida. Instead of the traditional lecture format, the medium for communication between course instructors, teaching assistants, and students will be via Canvas, a user-friendly web-based classroom management tool, by utilizing the course functions. Due to the nature and size of our program, individual Zoom sessions or phone calls are not routinely utilized by our teaching staff. Instructors and TAs are always available via the course messaging system and provide a quick turnaround time for messages.

Policy Related to Required Course Participation

Students are expected to constructively join in discussions, with appropriate preparation; to post interesting and relevant information on the class discussion board when indicated, and to interact professionally and respectfully with their classmates. Please note all faculty are bound by the UF policy for excused absences. For information regarding the UF Attendance Policy see the Registrar's website for additional details: <https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx>

Students who wish to drop from the course must do so by the drop/add deadline established by the Office of the University Registrar. Students must not assume they will be automatically dropped if they fail to participate in the course learning activities.

Student Expectations, Roles, and Reporting Unprofessional Behavior

Attendance: Students are required to watch lectures within the period that is indicated in the syllabus. Conflict with work schedules is not an excuse for not watching the lectures. Active Learning Session (ALS) attendance is required. Zoom login information will be checked for students enrolled in the online certificate program.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Four hands-on assignments will be provided to assess the students' understanding of the concepts covered in the active learning sessions. These assignments will require students to either develop their own models or replicate an analysis using a provided dataset. Students will be expected to present their modeling/analysis results in their submission reports, including key graphs and tables as specified in each assignment's description. The evaluation criteria for these assignments will focus on the quality of the models developed and the logical, comprehensible, and concise nature of the descriptions provided.

Students must complete the weekly quizzes by Saturday at 11:59 PM ET after watching the lectures. Assignments will be posted on the course Canvas, typically with a two-week submission window, and exams will be posted with a three-day submission window. Students who miss a submission deadline without a pre-approved excuse will receive a zero for that item.

In the event of an emergency that prevents the timely completion of coursework, students must contact the course coordinator via email as soon as possible and provide a written explanation once the situation is resolved. The student may be offered a make-up problem set or another option determined by the course coordinator.

Excused absences must be consistent with university policies in the [Graduate Catalog](#) and require appropriate documentation. Additional information can be found in [Attendance Policies](#).

Class Participation: Students are expected to constructively join in discussions, with appropriate preparation; to post interesting and relevant information on the class discussion board when indicated, and to interact professionally and respectfully with their classmates.

Performance Expectations: Students are expected to produce quality work that is of a standard comparable to any graduate-level didactic course. Discussion postings and discussions must be legible, constructive, and appropriate. Students will be expected to complete assignments that require applying logic and reasoning skills and appropriate research when the answer may not be found in a book or the course notes. Students should expect to perform research outside of the material presented in the class (utilizing either e-journals or the internet) to assist them with completing assignments. If a text is required for this class, students are expected to have access to it to successfully complete assignments.

Dropping a Course: UF Students who wish to drop from the course must do so by the drop/add deadline established by the Office of the University Registrar (Consult the UF Calendar of Critical Dates at [UF Calendar of Critical Dates](#)). Students must not assume they will be automatically dropped if they fail to participate in the course learning activities. Deleting yourself from the course roster does not officially withdraw you from a course. Please email DESS at ahc-dess@ufl.edu if you wish to withdraw from your class.

Policy on Reporting Unprofessional Behavior

Objective: The University of Florida College of Pharmacy is committed to fostering an environment where all individuals—students, staff, and faculty—are treated with respect, dignity, and fairness. To uphold these values, this policy provides a clear and confidential process for reporting unprofessional behavior.

Scope: This policy applies to all students, staff, and faculty within the University of Florida College of Pharmacy.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Expected Conduct: All members of the University of Florida College of Pharmacy community are expected to uphold the highest standards of professional behavior, including but not limited to:

- Treating others with respect and courtesy.
- Acting with integrity and honesty.
- Maintaining a positive and welcoming environment.

Reporting Procedure:

- **Eligibility:** Any student, staff, or faculty member can report any other student, staff, or faculty member for alleged unprofessional behavior.
- **Reporting Method:** Reports can be submitted via email to the program director, the director for Lifelong Learning, or the Assistant Dean for Lifelong Learning.
- **Confidentiality:** All reports will be handled with strict confidentiality to protect the identity of the reporter and the accused, to the extent possible.
- **Retaliation Prohibition:** Retaliation against individuals for reporting unprofessional behavior is strictly prohibited and will be subject to disciplinary action.

Investigation Process:

- **Acknowledgment:** Upon receipt of a report, an acknowledgment will be sent to the reporter within 48 hours.
- **Initial Assessment:** The Office Lifelong Learning or UF College of Pharmacy Human Resources Team, as appropriate, will conduct an initial assessment to determine if the report warrants a formal investigation.
- **Mandated Reporting:**
 - **Threat of Harm:** Threat of harm to self or others necessitates reporting to [U Matter We Care](#), the [UF Police Department](#), and/or the [UF Counseling and Wellness Center](#).
 - **Title IX:** Any report made that meets the requirements outlined by the [UF Title IX Compliance](#) office will be reported to that office.
- **Formal Investigation:** If an investigation related to a student is deemed necessary, it will be conducted by the assistant dean for Lifelong Learning or the Student Conduct and Conflict Resolution Office (SCCR) of the University of Florida. The investigating office will depend on the nature of the behavior. If it violates the University of Florida's student code of conduct, for example, it will be handled by the SCCR. Faculty and staff reports will be investigated by the University of Florida College of Pharmacy Human Resources office or their supervisor, as appropriate.
- **Outcome:** Because all students, staff and faculty have the right to confidentiality, the outcome of the investigation will not be reported back to the person who brought the behavior to the attention of college administration.

This policy aims to ensure a safe and respectful community for all. If you have any questions or need further assistance, please contact the Assistant Dean for Lifelong Learning.

Communication

Communication Guidelines: In all course communications, including emails and threaded discussions, students are expected to follow Netiquette Guidelines. These guidelines promote an environment that

PHA6122 Population Pharmacokinetics and Pharmacodynamics

encourages everyone to ask questions and learn from each other. Discussion board posts that do not respect other opinions discourage a positive learning environment. The following link provides these guidelines:

<https://teach.ufl.edu/wp-content/uploads/2020/04/NetiquetteGuideforOnlineCourses.docx>

Communication is a central part of all our courses. Please use the in-course email messaging system (Inbox) and Discussion board. You should message us with private questions and concerns and assignment questions and information; additionally, be sure to check the discussion board daily for class-wide updates and topic discussions. We want to provide all our students with the best learning opportunities and are always available to answer your questions.

Email

The course Inbox feature (found on the left-hand side of your screen when you log in), not the discussion board, should always be used to contact the faculty or teaching assistant if you have a problem of a personal nature. It is your responsibility to know who the instructor and/or teaching assistant(s) are for your class. **Do not choose the option of sending your email within the class to “all” instructors**, as there are staff members from our administrative team listed who cannot assist you with course questions (and are only listed there for administrative purposes).

If you are having technical problems with the course content (downloads, etc.) or you are unable to access your course interface, please contact us directly via the “Inbox” email, and do not spend hours trying to get something to work as this will only lead to frustration. We do not want any of you to be offline for any length of time. Contact us as soon as you can so we can check it out and help you. If you are having trouble with your access to your course and cannot access the inbox course messaging system, please email your course instructor directly via regular email. In that email, make sure you give your name and the name of your course. External instructor email addresses are listed for each course separately on the homepage of the course.

Please respond to all messages from your instructor or teaching assistant. We are usually contacting you because we want to help you.

Discussion Forum

The course Discussion board can be used to post content related questions and assignment materials when requested. Please do not use the discussion forum to ask specific questions about your current course assignments.

It is VERY important that you read all the discussion bulletins that have been posted. We will use this site to post important information relating to content or quiz changes, deadlines etc. Since postings can accumulate quickly, please login each day to stay on top of these postings or you may miss important information. Some instructors may also use the announcement feature, so be sure to read all announcements as well.

If, as part of an assignment you are asked to make a discussion posting, you do not need to submit the same assignment via the assignment submission tool.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Academic Integrity

Students are expected to act in accordance with the University of Florida policy on academic integrity. As a student at the University of Florida, you have committed yourself to uphold the Honor Code, which includes the following pledge: **“We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honesty and integrity.”** You are expected to exhibit behavior consistent with this commitment to the UF academic community, and on all work submitted for credit at the University of Florida, the following pledge is either required or implied: **“On my honor, I have neither given nor received unauthorized aid in doing this assignment.”** It is your individual responsibility to know and comply with all university policies and procedures regarding academic integrity and the Student Honor Code. Violations of the Honor Code at the University of Florida will not be tolerated. Violations will be reported to the Dean of Students Office for consideration of disciplinary action. For additional information regarding Academic Integrity, please see Student Conduct and Honor Code or the Graduate Student Website for additional details: <https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/>, <https://graduateschool.ufl.edu/>. Please remember cheating, lying, misrepresentation, or plagiarism in any form is unacceptable and inexcusable behavior.

Plagiarism: Plagiarism includes any attempt to take credit for another person’s work. This includes quoting directly from a book or website without crediting the source. Sources should always be referenced or a link to the website added and, where direct quotes have been used, quotation marks must be placed around the quoted material. However, we expect more than simply cutting and pasting in a graduate-level course. Students are expected to review, evaluate, and comment on material they research, rather than simply copying relevant material. Your work will be graded accordingly. Extensive quoting of literature, even if references are provided, is not considered your own work, and will hence incur point deductions up to assigning zero points.

Use of Chatbots and Artificial Intelligence (ChatGPT)

Please note that students are not permitted to submit work that has been written using chatbots unless specifically indicated by the course instructor.

“Submission of Academic Work Purchased or Obtained from an Outside Source. A student must not submit as their own work any academic work in any form that the student purchased or otherwise obtained from an outside source, including but not limited to: academic materials in any form prepared by a commercial or individual vendor of academic materials; a collection of research papers, tests, or academic materials maintained by a Student Organization or other entity or person, or any other sources of academic work.”

Students who submit work, be it an entire paper or even parts of an assignment using Artificial Intelligence technology to formulate their answers will be considered as an honor code violation unless the course instructor specifically allows such uses. If an instructor determines that you have violated the honor code, an official student conduct report may be filed.

Online Faculty Course Evaluation Process

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. Guidance on how to give feedback in a professional

PHA6122 Population Pharmacokinetics and Pharmacodynamics

and respectful manner is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or via <https://ufl.bluera.com/ufl/>. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>.

In-Class Recording Policy

Students are allowed to record video or audio of class lectures. However, the purposes for which these recordings may be used are strictly controlled. The only allowable purposes are (1) for personal educational use, (2) in connection with a complaint to the university, or (3) as evidence in, or in preparation for, a criminal or civil proceeding. All other purposes are prohibited. Specifically, students may not publish recorded lectures without the written consent of the instructor.

A “class lecture” is an educational presentation intended to inform or teach enrolled students about a particular subject, including any instructor-led discussions that form part of the presentation, and delivered by any instructor hired or appointed by the University, or by a guest instructor, as part of a University of Florida course. A class lecture does not include lab sessions, student presentations, clinical presentations such as patient history, academic exercises involving solely student participation, assessments (quizzes, tests, exams), field trips, private conversations between students in the class or between a student and the faculty or guest lecturer during a class session.

Publication without permission of the instructor is prohibited. To “publish” means to share, transmit, circulate, distribute, or provide access to a recording, regardless of format or medium, to another person (or persons), including but not limited to another student within the same class section. Additionally, a recording, or transcript of a recording, is considered published if it is posted on or uploaded to, in whole or in part, any media platform, including but not limited to social media, book, magazine, newspaper, leaflet, or third party note/tutoring services. A student who publishes a recording without written consent may be subject to a civil cause of action instituted by a person injured by the publication and/or discipline under UF Regulation 4.040 Student Honor Code and Student Conduct Code.

SUPPORT SERVICES

Accommodations for Students with Disabilities

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the disability Resource Center. [Click here to get started with the Disability Resource Center.](#) It is important for students to share their accommodation letter with their instructor and discuss their access needs, as early as possible in the semester.

Counseling and Student Health

Students sometimes experience stress from academic expectations and/or personal and interpersonal issues that may interfere with their academic performance. If you find yourself facing issues that have the potential to or are already negatively affecting your coursework, you are encouraged to talk with an instructor and/or seek help through University resources available to you.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

- U Matter, We Care: If you or someone you know is in distress, please contact umatter@ufl.edu, 352-392-1575, or visit [U Matter, We Care website](#) to refer or report a concern and a team member will reach out to the student in distress.
- Counseling and Wellness Center: [Visit the Counseling and Wellness Center website](#) or call 352-392-1575 for information on crisis services as well as non-crisis services.
- Student Health Care Center: Call 352-392-1161 for 24/7 information to help you find the care you need, or [visit the Student Health Care Center website](#).
- University Police Department: [Visit UF Police Department website](#) or call 352-392-1111 (or 9-1-1 for emergencies).
- UF Health Shands Emergency Room / Trauma Center: For immediate medical care call 352-733-0111 or go to the emergency room at 1515 SW Archer Road, Gainesville, FL 32608; [Visit the UF Health Emergency Room and Trauma Center website](#).
- GatorWell Health Promotion Services: For prevention services focused on optimal wellbeing, including Wellness Coaching for Academic Success, visit the [GatorWell website](#) or call 352-273-4450.
- The Student Health Care Center at Shands is a satellite clinic of the main Student Health Care Center located on Fletcher Drive on campus. Student Health at Shands offers a variety of clinical services. The clinic is located on the second floor of the Dental Tower in the Health Science Center. For more information, contact the clinic at 392-0627 or check out the web site at: <https://shcc.ufl.edu/>
- Crisis intervention is always available 24/7 from:
- Alachua County Crisis Center: (352) 264-6789
<http://www.alachuacounty.us/DEPTS/CSS/CRISISCENTER/Pages/CrisisCenter.aspx>

Do not wait until you reach a crisis to come in and talk with us. We have helped many students through stressful situations impacting their academic performance. You are not alone so do not be afraid to ask for assistance.

Software Use

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

Student Privacy

There are federal laws protecting your privacy with regards to grades earned in courses and on individual assignments. For more information, please see:

<http://registrar.ufl.edu/catalog0910/policies/regulationferpa.html>

Academic Resources

E-learning technical support: Contact the [UF Computing Help Desk](#) at 352-392-4357 or via e-mail at helpdesk@ufl.edu.

[Career Connections Center](#): Reitz Union Suite 1300, 352-392-1601. Career assistance and counseling services.

PHA6122 Population Pharmacokinetics and Pharmacodynamics

Library Support: Various ways to receive assistance with respect to using the libraries or finding resources.

Teaching Center: Broward Hall, 352-392-2010 or to make an appointment 352- 392-6420. General study skills and tutoring.

Writing Studio: 2215 Turlington Hall, 352-846-1138. Help brainstorming, formatting, and writing papers.

Student Complaints On-Campus: [Visit the Student Honor Code and Student Conduct Code webpage for more information.](#)

On-Line Students Complaints: [View the Distance Learning Student Complaint Process.](#)