Introduction to Collections and Research in Natural History Museums

ANT 4905, ANG 6905
ENY 4905, ENY 6905
ZOO 6927

Instructors: Dr. Akito Kawahara, Dr. Charles Cobb

General Class Information:
Course Summary
This course will introduce graduate students to research and collections in natural history museums, with a focus on the Florida Museum of Natural History. Each week we will discuss important topics in the operations and management of scientific collections or we will tour different collections in the Florida Museum of Natural History.

2 Credit hours

Course Meetings
Monday, Periods 4 and 5 (10:40 am – 12:35 pm).

The course will meet once each week. For in-class meetings, we will meet in Ustler Hall 401 (just south of the football stadium). For classes in which we tour different aspects of the museum’s collections and programs, we will meet in the lobby of either Dickinson Hall or Powell Hall (i.e., the public museum) at the beginning of each class period. Please pay attention as to where each class will be meeting and be on time.

Please see the course schedule below for details on where each week’s class will take place. Readings will be distributed by Canvas before each class.

Instructors
Dr. Akito Kawahara
Associate Curator of Entomology
Florida Museum of Natural History
Email: kawahara@flmnh.ufl.edu
Office hours: By appointment. Office: 218 McGuire Hall.

Dr. Charles Cobb
Curator of Historical Archeology
Florida Museum of Natural History
Email: ccobb@flmnh.ufl.edu
Office hours: By appointment. Office: 114 Dickinson Hall.
**Grading and Exams:**
Grades will be based on attendance and active participation in all discussions and all tours of collections. Students will be expected to do any reading of any course materials before each class.

**Attendance Policy:**
Students are expected to attend all classes. Absences will be excused with a doctor’s note provided within 1 week or if previously arranged with the instructor.
Course Details

Schedule

Week 1 (Aug. 26):
  Carr 222
  Introduction to course
  Guest: Dr. David Reed, FLMNH Associate Director and Curator

Week 2 (Sept. 2):
  HOLIDAY

Week 3 (Sept 9):
  Meet at Dickinson Hall entrance
  Invertebrate Paleontology
  Guest:
    Roger Portell, Collection Manager, Invertebrate Paleontology

Week 4 (Sept. 16):
  Meet at Dickinson Hall entrance
  Environmental Archaeology
  Guest:
    Dr. Nicole Cannarozzi, Collection Manager, Environmental Archaeology

Week 5 (Sept. 23):
  Carr 222
  Ethics & Permitting
  Guests:
    Elise LeCompte, Anthropology Registrar
    Dr. Tom Webber, Collection Manager, Ornithology

Week 6 (Sept. 30):
  Meet at Dickinson Hall entrance
  Ornithology
  Guest:
Dr. David Steadman, Curator, Ornithology

**Week 7 (Oct. 7):**
Carr 222  
Genetic Resources  
Guests:  
Dr. Pam Soltis, Curator, Molecular Systematics

**Week 8 (Oct. 14):**
Meet at Dickinson Hall entrance  
Ichthyology  
Guest:  
Rob Robins, Collection Manager, Ichthyology

**Week 9 (Oct. 21):**
Meet at Dickinson Hall entrance  
Imaging & Morphometrics  
Courtesy of Blackburn Lab

**Week 10 (Oct. 28):**
Meet at McGuire Hall entrance  
Lepidoptera  
Guests:  
Andrei Sourakov, Collection Manager, Lepidoptera

**Week 11 (Nov. 4):**
Carr 222  
Informatics  
Guests:  
Dr. Rob Guralnick, Curator of Informatics  
Gifford Waters, Collection Manager, Historical Archeology

**Week 12 (Nov. 11):**
HOLIDAY

**Week 13 (Nov. 18):**
Carr 222
Science Writing and the Thompson Institute
Guests:
  Natalie van Hoose, FLMNH science writer
  Dr. Megan Ennes, Curator of Education
  Dr. Bruce MacFadden, Curator of Vertebrate Paleontology
  & Director of Thompson Institute

Week 14 (Nov. 25):
  Meet at Dickinson Hall entrance
  Herbarium
  Guest:
    Kent Perkins, Collection Manager, Herbarium
    Mark Frank, Collection Manager, Herbarium

Week 15 (Dec. 2):
  Meet at McGuire Hall entrance
  Public Programs & Exhibits
  Guest:
    Darcie MacMahon, Director of Exhibits and Public Programs
University of Florida Policy Statements

Grades and Grade Points
For information on current UF policies for assigning grade points, see: https://catalog.ufl.edu/ugrad/current/regulations/info/grades.aspx

Absences and Make-Up Work
Requirements for class attendance and make-up exams, assignments and other work are consistent with university policies that can be found at: https://catalog.ufl.edu/ugrad/current/regulations/info/attendance.aspx

Online Course Evaluation Process
Student assessment of instruction is an important part of efforts to improve teaching and learning. At the end of the semester, students are expected to provide feedback on the quality of instruction in this course using a standard set of university and college criteria. These evaluations are conducted online at https://evaluations.ufl.edu. Evaluations are typically open for students to complete during the last two or three weeks of the semester; students will be notified of the specific times when they are open. Summary results of these assessments are available to students at https://evaluations.ufl.edu/results.

Academic Honesty
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 assumed that you will complete all work independently in each course unless the instructor provides explicit permission for you to collaborate on course tasks (e.g. assignments, papers, quizzes, exams). Furthermore, as part of your obligation to uphold the Honor Code, you should report any condition that facilitates academic misconduct to appropriate personnel. 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 more information regarding the Student Honor Code, please see: https://www.dso.ufl.edu/sccr/process/student-conduct-honor-code/
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.

Campus Helping Resources
Students experiencing crises or personal problems that interfere with their general wellbeing are encouraged to utilize the university’s counseling resources. The Counseling & Wellness Center provides confidential counseling services at no cost for currently enrolled students. Resources are available on campus for students having personal problems or lacking clear career or academic goals, which interfere with their academic performance.

- University Counseling & Wellness Center, 3190 Radio Road, 352-392-1575, www.counseling.ufl.edu/cwc/
  Counseling Services
  Groups and Workshops
  Outreach and Consultation
  Self-Help Library
  Training Programs
- U Matter We Care, www.umatter.ufl.edu/
- Career Resource Center, First Floor JWRU, 392-1601, www.crc.ufl.edu/

Services for Students with Disabilities
The Disability Resource Center coordinates the needed accommodations of students with disabilities. This includes registering disabilities, recommending academic accommodations within the classroom, accessing special adaptive computer equipment, providing interpretation services and mediating faculty-student disability related issues. The Dean of Students Office will provide documentation to the student who must then provide this documentation to the Instructor when requesting accommodation.
0001 Reid Hall, 392-8565, www.dso.ufl.edu/drc/

Student Complaints
Each online distance learning program has a process for, and will make every attempt to resolve, student complaints within its academic and administrative departments at the program level. See http://www.distance.ufl.edu/student-complaint-process for more details.

Sexual Harassment
It is the policy of The University of Florida to provide an educational and working environment for its students, faculty, and staff that is free from sex discrimination and sexual harassment. In accordance with federal and state law, the University prohibits discrimination on the basis of sex, including sexual harassment. Sex discrimination and sexual harassment will not be tolerated, and individuals who
engage in such conduct will be subject to disciplinary action. The University encourages students, faculty, staff, and visitors to promptly report sex discrimination and sexual harassment. If you believe you have been subjected to sex discrimination or sexual harassment please report the incident to me or any University official, administrator, or supervisor. The Office of Human Resource Services investigates all complaints. Incidents should be reported as soon as possible after the time of their occurrence (larry-ellis@ufl.edu).