

PHA5026C Personal & Professional Development 6
Spring 2026 | 0.5 Credit Hours –
[Satisfactory/Unsatisfactory]

The purpose of this course is to track the personal and professional growth of individual students. This course is the fifth of nine sequential courses that serve as an anchor for the co-curriculum. This course continues to expand on the 10 pharmacist attributes (problem solving/critical thinking, education, patient advocacy, cultural awareness, interprofessional collaboration, communication, self-awareness, leadership, innovation and entrepreneurship, and professionalism). This course focuses on development of an innovative and entrepreneurial mindset, self-awareness, and professionalism.

Course Prerequisites: Completion of all Year 2 Pharm.D. program coursework including milestones

Course Corequisites: All Spring Semester Year 3 Pharm.D. program coursework.

Course Faculty and Staff

Course Faculty and Staff	
Course Director	Instructional Designer
Lisa Miller, Pharm.D., M.A. 407-313-7005 lisamiller@ufl.edu	Skylar Johnson, M.A. Email: sky@cop.ufl.edu
Academic Coordinators	
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Co-Curriculum Program Specialist	Program Coordinator: Office of Student Success, Wellness and Community Engagement
Jerelle Singleton Email: Jerelle@ufl.edu	Nazandria Jackson Email: nburney42@ufl.edu
Teaching Faculty	
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[Faculty and Staff: Who to Contact and Questions to Ask](#)

Office Hours: Please see the Canvas course site for posted office hours.

Faculty Locations:

Gainesville	PTR: MSB 0445, PG-22 PEP: HPNP 2336
Jacksonville	Tower 2, First Floor
Orlando	UFRAC 420

Course Objectives and Educational Outcomes

Course Objectives	Linked Educational Outcome
1. Leverage social media to maintain personal and professional connections	Communicator Self-aware
2. Reflect on how curricular, co curricular, and extracurricular opportunities contribute to being practice ready upon graduation.-	Self-Aware
3. Establish goals for continuing professional development based on self-awareness in reflecting on personal development needs.	Self-aware
4. Embody professional attitudes, values, and behaviors across the curriculum that are expected of a pharmacist in daily practice, in the community, and within the pharmacy profession.	Professional
5. Demonstrate professional attitudes, values, and behaviors during co-curricular and community engagement activities.	Professional

Course Resources and Fees

Course Outline
See Appendix A. Please routinely check your Google campus calendar and the Canvas course site for any messages about changes in the schedule including meeting dates/times, deadlines, and room changes.
Required Textbooks/Readings
See Canvas for required readings. Use UF VPN to access UF Libraries Resources when off-campus. 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/
Suggested Textbooks/Readings
Suggested readings will be posted on Canvas.
Other Required Learning Resources
N/A
Materials & Supplies Fees
N/A

Evaluation and Grading

Student Evaluation & Grading	
Personal and Professional Development is a Satisfactory/Unsatisfactory course. A Satisfactory grade requires completion of all course activities and assignments, including milestones where appropriate.	
Assessment Item	Criteria
Syllabus Quiz	100%
Situational Judgement Test	Completion of SJT
Interprofessional Education Activity	Attend and pass satisfactorily as determined by IPE program requirements

Evaluation and Grading

<p>Team Debriefing Assignments</p> <ul style="list-style-type: none"> • Team debriefing individual assignment (January) • Team debriefing team assignment (January) • Team debriefing individual assignment (March) • Team debriefing team assignment (March) 	<p>Satisfactory completion and submission to Canvas</p>
<p>Team Evaluations</p> <ul style="list-style-type: none"> • March Team Evaluations • April Team Evaluations 	<p>Complete by due date in Appendix</p>
<p>Co-curricular activities</p>	<p>Completion and submission of 5 hours of approved activities by the due date in the Appendix</p>
<p>Career Coach Meeting</p>	<p>Meet with career coach by due date in Appendix.</p>
<p>Career Coach Evaluation</p>	<p>Satisfactory completion by due date in Appendix</p>
<p>Curriculum Vitae (CV)</p>	<p>Satisfactory completion and submission to Canvas</p>
<p>LinkedIn Profile</p>	<p>Satisfactory completion and submission to Canvas</p>
<p>Letter of Intent</p>	<p>Satisfactory completion and submission to Canvas</p>
<p>Mock Interview with AI</p>	<p>Satisfactory completion and submission to Canvas</p>
<p>Portfolio items</p> <ul style="list-style-type: none"> • CPD spring assignment 	<p>Satisfactory completion and submission to Canvas</p>
<p>ALS attendance</p> <ul style="list-style-type: none"> • ALS 1 • ALS 2 • ALS 3 • Team presentation session • ALS 4 • CV workshop • Career panel 	<p>Attendance at active learning sessions</p>
<p>Community Engagement Activities</p>	<p>Completion and submission of 2 hours of approved activities by the due date in Appendix</p>

University of Florida Honor Pledge and Academic Dishonesty

UF students are bound by The Honor Pledge which states “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code. On all work submitted for credit by students 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.”

The Conduct Code specifies a number of behaviors that are in violation of this code and the possible sanctions. Expectations for Artificial Intelligence and when use constitutes academic dishonesty is outlined below.

Tendering information (giving your work to another to be copied, giving someone answers to assessment questions, informing another person in a later section about the questions that appear on an assessment that you have taken, or giving or selling a paper to another student), is considered academic dishonesty. If you have any questions or concerns, please consult the course’s Teaching Partnership Leader/Course Director or Assistant Dean for Curricular Affairs.

See the [UF Conduct Code website](#) for more information. If you have any questions or concerns, please consult with the instructor or TAs in this class.

Assignment Descriptions

Individual Pre-Debriefing Assignment

This assignment is a reflective exercise where students analyze their teamwork behaviors based on team evaluation results and identify areas for personal improvement. Each student must list behaviors to continue and behaviors to change (start or stop) to enhance team performance, and share these insights during a class debriefing session. The completed document, including blank sections, must be uploaded to Canvas before each scheduled team debriefing.

Team Debriefing TEAM Assignment

This team assignment requires members to collectively reflect on their individual evaluation results and discuss behaviors that impact team performance. Each member shares their insights and proposed changes during a focused team conversation, emphasizing listening and constructive feedback. The team then documents one behavior each member should continue and one to change, and submits the completed form to Canvas within an hour after the debriefing session.

Team Evaluations (parts 1 and 2)

Part 1 Feedback Fruits: Each student will evaluate their teammates across five areas of team-member effectiveness that are used as metrics in Peer Evaluation surveys, including "Contributing to the Team's Work", "Interacting with Teammates", "Keeping the Team on Track", "Expecting Quality", and "Having Relevant Knowledge, Skills, and Abilities".
Part 2 Team Satisfaction and Psychological Safety: Each student will evaluate their team for their perceptions of satisfaction with their team and their ability to interact with their team in a comfortable manner that supports learning.

Co-Curricular Activities

Students must participate in a total of 5 hours per semester of approved activities that develop advocacy, leadership, professionalism, or self-awareness. Activities require documentation and submission of hours to ensure alignment with educational and professional development goals.

Community Engagement Activities

Students must participate in a total of 2 hours per semester of approved activities that serve underserved communities. Activities require documentation and submission of hours to ensure alignment with educational goals.

Continuing Professional Development

This assignment guides pharmacy students through a structured reflection and planning process to support their personal and professional development. Students are expected to reflect on their career goals, create SMART short- and long-term learning objectives, engage in relevant learning activities, and evaluate their progress each academic year.

Career Coach Meeting and Evaluation

Students are required to meet with their Career Coach at least once each semester and document their discussion

points in the Career Coach Evaluation in CORE.
CV
Students are required to update their CV once each semester and upload to CORE to facilitate review and discussion with their Career Coach.
LinkedIn Profile
Students will complete an assignment using LinkedIn. Instructions for completion will be located on Canvas.
Letter of Intent
Students will complete an assignment to assist with preparation of a Letter of Intent. Instructions for completion will be located on Canvas.
Mock Interview with AI
Students will complete an interviewing assignment to assist with interviewing skills. Instructions for completion will be located on Canvas.

Course-Related Policies

UF Resources and Policies
University of Florida resources and policies can be found at this URL: https://go.ufl.edu/syllabuspolicies
PharmD Course Policies
The Policies in the following link apply to this course. Review the General Pharm.D. Course Policies carefully, at this URL: http://curriculum.pharmacy.ufl.edu/current-students/course-policies/
Attendance Policy
Attendance is mandatory for active learning sessions such as team-based learning sessions, case discussions, laboratory sessions, and other activities that the instructor designates as required. This course has 5 required sessions (Team Debrief & SJT, ALS). A student who misses greater than 1 session(s) for this course will receive an incomplete in the course and will retake the course during the next offering, resulting in delayed graduation.
Makeup Assignments
The following activities will require makeup: SJT exam, Workshops (Career Panel, CV, LOI, LinkedIn, Interview Skills). The makeup assignments will need to be completed within 2 weeks of their corresponding ALS. A grade of "0" will be entered in the gradebook if the assignments remain incomplete.
Late Assignments
<ol style="list-style-type: none"> 1. All assignments are due by the date and time specified in the syllabus. If you are unable to meet a deadline, email the Co-Curriculum Program Specialist at the email listed in Appendix A at least 24 hours prior to the deadline. 2. Students with 2 or more late assignments will be required to meet with the PPD Accountability Board, comprised of the Associate Dean for Student Affairs, the Director of PPD, and the Co-Curriculum Program Specialist. The PPD Accountability Board may assign make up or reflective work. 3. An X will be entered in the gradebook for missing or incomplete work
Educational Technology Use
The following technology below will be used during the course and the student must have the appropriate technology and software. <ol style="list-style-type: none"> 1. Canvas™ Learning Management System 2. CORE For technical support, navigate to Educational Technology and IT Support Contact Information at this URL: http://curriculum.pharmacy.ufl.edu/current-students/technical-help/
Artificial Intelligence (AI) Use for Assessments
The use of generative AI in assessments is prohibited , unless explicitly allowed by the course instructor. Assessments include any submitted work, graded or ungraded, that will be evaluated. These include, but are not limited to, quizzes,

Course-Related Policies

exams, assignments, writing projects, etc. If a student is uncertain about the use of AI technology, it is the student's responsibility to ask the instructor prior to beginning the assignment or assessment.

When authorized by the course director/course instructors, students may use AI technologies in the completion of an assessment if they acknowledge all use by naming the technology, describing how it was employed, and adhering to any other requirement stipulated in the assessment's instructions. Failure to acknowledge the use of AI technology or disregarding instructions related to the use of AI for assessments is considered academic misconduct. Students must disclose the use of AI and AI-assisted technologies by following the instructions below.

Application of AI technology must be done with human oversight and control, and students should carefully review and edit the result, as AI can generate outputs that can be incorrect, incomplete, or biased. **Students assume full responsibility for all content, including errors and omissions, if AI is employed.** Additionally, privacy is a concern with AI-generated content. Most commercially available AI systems are not compliant with [HIPAA](#) or FERPA protections, inputting patient or student information is prohibited by federal law.

Instructions to acknowledge the use of AI:

Statement: During the preparation of this assignment I/we, [INSERT NAME/S], used [INSERT TOOL / SERVICE] in order to [INSERT REASON OR PURPOSE]. After using this tool/service, I/we reviewed and edited the content as needed and take full responsibility for the content of the submission.

Penalties for unauthorized use:

Unauthorized use of AI text generators for assessments is considered evidence of academic dishonesty (see [policy on academic dishonesty](#)).

Guidance on Using AI Tools for Learning

You are welcome to use AI tools to support your learning in this course, including for tasks such as brainstorming, outlining, or summarizing complex topics. However, please be aware that AI-generated content may contain false or misleading information. It is your responsibility to critically evaluate and fact-check any information you use. For all assessments, your responses should be based on the content provided in course materials and lectures.

To protect instructional content and comply with university policies, if you choose to create your own study aids using AI, instructor materials (e.g., PowerPoint slides, lecture transcripts, course handouts) may only be uploaded to university-supported, secure platforms such as the Navigator suite of AI tools (<https://it.ufl.edu/ai/>) or Microsoft Copilot (<https://copilot.microsoft.com/>) using your GatorLink credentials. When using Navigator AI, students should select a model approved for handling sensitive data. Individual instructors may choose not to permit the use of their instructional materials with AI tools. Any course materials that are restricted from AI use will be communicated to students through the course learning management system, Canvas.

Students are prohibited from uploading instructor materials to open or non-university-supported AI tools unless they have received written permission from the course instructor. Students are expected to use AI tools responsibly and must not upload any content that violates copyright laws or terms of use. If you are unsure whether an AI tool is appropriate to use, please consult the instructor.

Disability Resource Center

Students with disabilities who experience learning barriers and would like to request academic accommodations should connect with the Disability Resource Center. See the [Get Started with the DRC webpage](#) on the Disability Resource Center site. 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.

Course Evaluation Process

Course-Related Policies

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online. Students can complete evaluations in three ways:

1. The email they receive from GatorEvals,
2. Their Canvas course menu under GatorEvals, or
3. The central portal at <https://my-ufl.bluera.com>

Guidance on how to provide constructive feedback is available at <https://gatorevals.aa.ufl.edu/students/>. Students will be notified when the evaluation period opens. Summaries of course evaluation results are available to students at <https://gatorevals.aa.ufl.edu/public-results/>

Appendix A: Course Outline

Date / Time [Recommended for Independent Study]	Activity	Activity Title	Contact Time (hr)	Faculty
	Module	Introduction to Personal and Professional Development		Miller
01/09/26	Lecture Video	Course Introduction Video	0.5	Miller
01/09/2026 at 11:59 PM	Assignment (Graded)	Syllabus Agreement (Canvas)		Miller
	Module	Team Debriefing, SJT, Dental IPE, CV, Interview Prep		
01/12/2026 at 8:00AM	Assignment (Graded)	Team Debriefing Individual Assignment		
01/12/2026 from 8am- 9:50am	Active Learning Session	Team Debriefing and Situational Judgement Test	1	Miller, Farland
01/12/2026 at 1:00 PM	Assignment (Graded)	Assignment: Team Debriefing Team Assignment (1 submission per team)		
1/21/26 from 8:30am- 10:30am	Active Learning Session -- Zoom	Dental IPE	1	Whalen
01/26/26	Lecture Video	Telling your Story: Writing a CV		Casapao
01/27/2026 8:00 AM to 9:50 AM	Active Learning Session	CV and LOI Workshop	1	Casapao
02/03/2026 at 8:00 AM	Assignment (Graded)	Submit CV		Casapao
02/05/26	Lecture Video	Navigating AI for a Mock Interview	0.75	Casapao
02/06/2026 at 8:00 AM	Assignment (Graded)	Complete Mock Interview in Quinncia		Casapao
2/6/26 from 10am- 11:50pm	Active Learning Session	LinkedIn and Interview Preparation Workshop	1	Casapao
02/10/2026 at 8 AM	Assignment (Graded)	Submit Letter of Intent		Casapao

02/20/2026 at 8:00 AM	Assignment (Graded)	Submit LinkedIn Profile to Quinnia		Casapao
2/28/25 at 11:59 PM	Assignment (Graded)	Meet with Career Coach - DUE		Miller
2/28/25 at 11:59 PM	Assignment (Graded)	Complete Career Coach Evaluation (CORE)		Miller
	Module	Team Debriefing, Career Panel		
03/16/2026 at 11:59 PM	Assignment (Graded)	Team Evaluations		Miller
03/23/2026 at 10 AM	Assignment (Graded)	Team Debriefing INDIVIDUAL Assignment		Miller
3/23/26 from 10am-11:50am	Active Learning Session	SJT Debrief and Team Debrief	1	Miller, Farland
03/23/2026 at 1PM	Assignment (Graded)	Team Debriefing TEAM Assignment		Miller
04/14/2026 from 10am-12pm	Active Learning Session	Career Panel	1	Casapao
04/21/2026 at 11:59PM	Assignment (Graded)	Summative Team Evaluations		Miller
04/21/2026 at 11:59PM	Assignment (Graded)	Co-Curricular Activities DUE (5 hours)		Miller
04/21/2026 at 11:59PM	Assignment (Graded)	Community Engagement Activities DUE (2 hours)		Miller
04/21/2026 at 11:59PM	Assignment (Graded)	Career Planning; CPD Assignment: Submit Cycle 3 (CORE)		Miller
		Total Hours	7.25	