

# SDSU PREVENTIVE DENTISTRY

**BIOLOGY 340B Fall 2007**  
**Two units--Letter grade**

## **Add Codes are Available in GMCS-323**

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- **Prerequisites:** Must be a dedicated pre-dental student who has been an active participant in Bio 340A and the Pre-dental club. All officers are selected upon the approval of the class coordinators and the Preprofessional Health Advising Office. Applications for apprenticeships are accepted each semester. A student who completes a successful apprenticeship will move into that director position the following semester.
- **Purpose:** Positions are designed to develop leadership, communication skills, and responsibilities that are needed for a dental professional. The student will coordinate activities and mentor participants. In addition the student will learn how to market the program and work in a team to increase the number of patients and improve the quality of the Preventive Dentistry program.
- **Meetings:** The first meeting for officers will begin before the first bio340A class at 5:00 pm. At that time, the schedule of meetings for the rest of the year will be provided by the class coordinators. Since the Bio 340A class meetings are the basis of the course, attendance at class meetings and officers' meetings is mandatory. Workshops and other 340A activities are required for officers who are expected to assist new students at that time.

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**General Duties:** Full participation is an important part of being an officer. Therefore, all directors must attend each meeting and stay until the end of the workshop. All directors except the class co-coordinators must fulfil the assignments for Bio340A. Each director will be assigned and responsible for coordinating a series of trips with the dental club, giving presentations, producing the annual, or marketing. The responsibilities will include: mentoring, tracking attendance, and otherwise following up on student needs. In addition, each officer will be responsible for training his or her apprentice.

## **Positions:**

1. **Co-coordinators:** Oversee the workings of the course and maintain the structure, organization and functionality of Bio 340A and 340B. They oversee the table operation and assign an officer to each table.

2. **Marketing Director:** Fund raising and promoting the program through campus media, fliers, posters, etc.

3. **Trip Directors:** Organize and coordinate with the club a minimum of two field trips, spread out over the semester. This includes recruiting students, keeping attendance, and organizing transportation. The directors will also train their apprentices and help them plan their trips.

4. **Oral Hygiene Trainer:** Provides dental hygiene instructions to all students and verifies that ALL students know the material.

## **Grading:**

Class officers will receive a letter grade based on:

- 95 points earned for 340A assignments
- the successful fulfillment of duties as determined by the instructor
- an evaluation (submitted on or before the first day of finals) which will include an analysis of their duties, suggestions for improvements, and a discussion of positive and/or negative experiences during the course of the semester
- submission of the coordinator's notebook updated to assist coordinators in the future