ABOUT NEXUS LEARNING

Nexus Learning comprises a diverse range of courses geared towards first- and second-year medical students; the offerings build on the required curriculum and allow students to gain new insights, knowledge, and skills to enhance their practice of medicine. Students can explore topics in the humanities as well as courses in the sciences. While Nexus Learning courses are not for credit, students are strongly encouraged to take at least one of these courses. Nexus Learning is an opportunity to deepen knowledge in particular areas of interest or discover an entirely new discipline, as well as to engage with faculty and students with these shared interests.

Students who have met the minimum requirements of the Nexus Learning course, which are set by the individual course directors, should track their participation in their student portfolio. The Nexus Learning courses are not formally graded but rather a voluntary experience in keeping with the Icahn School of Medicine's philosophy.

FAQs for Nexus Course Coordinators and Faculty

I am interested in creating a new Nexus course, what do I do?

First, contact Dr. Singh to discuss the idea for the course. She will provide final review and approval. Next, you will create a syllabus, and complete the Formstack for the corresponding semester, including the course details for the catalogue.

I am a student interested in creating a course. Do I need to have a faculty mentor?

Many courses are designed and run by students but all courses must have a faculty mentor. If you do not have a faculty member in mind, Dr. Singh can connect you with a mentor.

Are Nexus courses in person or on Zoom?

You are permitted to hold Nexus courses in-person or on-line (on Zoom). Please note that space on campus is extremely limited, and priority for room reservations is given to mandatory courses first. You may consider holding a hybrid version of your class as well.

How to Reserve Space on Annenberg 12 and 13?

Complete this form: Annenberg 12 and 13 Floor Room Request Form - Formstack

Is there any available faculty guide for Nexus course requirements?

We do not have a faculty guide. Nexus Learning courses come with a great deal of autonomy for the faculty and coordinators who lead the course. After a discussion with Dr. Singh, you set the requirements – whether it is for attendance and participation, engagement in discussion or submitting assignments, etc. Every Nexus is unique – and many (if not most) are coordinated and taught by our student coordinators (with faculty acting as more of a mentor/advisor, versus

a teacher). While Dr. Singh ultimately reviews and approves the course, there is a lot of freedom to individualize to suit your needs and meet your goals.

Can anyone including non-medical students join the Nexus course as a participant (for example - nurses, masters students, physical therapists?) Or is it directed towards MS1/MS2s?

Most courses are geared towards MS1 and MS2 students; however, anyone who is a student, staff, housestaff, or faculty member at Mount Sinai Health Systems can join Nexus at the course coordinator and/or faculty discretion. Only MS1 and MS2 can register for Nexus in Empower. Since Nexus are not for credit, it is not critical to formally register in Empower.

If participants who are not MS1s or MS2s cannot register for Nexus courses in Empower, how do they sign up for a Nexus course?

Course leaders can manually add students to their roster in Blackboard (see below). The participant you want to add must have a Sinai email and must have a Bb login. Alternatively, if you are not using Blackboard for your Nexus, you can simply add them to your email list/your own class roster, and communicate with them via email.

Can individuals who are not faculty or staff at the Mount Sinai Health Systems lecture in a course?

You may have a non-Sinai lecturer for your course. If the lecturer will participate in an in-person session, they must be fully vaccinated for COVID-19 and must provide the coordinator and director proof of this.

Who should be listed as the Course Coordinator?

If you are a student creating a course, you should list yourself as the course coordinator. If you are a faculty member, you may list an administrator or you may list yourself in both the faculty and coordinator position. As a coordinator, you will have access to the Blackboard Organization. *If you are a student participating in the Nexus course and you are also the coordinator you should NOT register for the course through Empower.* *You may list more than one coordinator.*

What happens when M1 or M2 students register for a Nexus course?

First and second year students should register for a Nexus course through Empower. They do not need approval in Empower since anyone can sign up. Academic IT creates a Blackboard Organization for the course and the student names automatically are pushed to Blackboard.

How do Nexus course leaders access the roster of students who have registered for the course?

To access the Nexus course in Blackboard, go to "My Organizations" and select the name of your Nexus course. If you do not see it there for you, please email nexus.learning@mssm.edu. If you are a Nexus course leader you should **not** register through Empower. In order for you to get the proper Blackboard Access you should make sure your name is listed as a Director or Coordinator in the Formstack.

Once in the Organization, there are several ways you can see the roster of registered students. As a course faculty/coordinator you are designated as a Leader in Bb. This means you have the

ability to add or remove people from the roster. You will do this under the "Find Users to Enroll" area in Organization Management > Users and Groups > Users – at the top of the page.

You can also email the entire class from Bb, and post key information, supporting materials for the course on your Bb page.

To see the roster in Blackboard, select one of the following methods:

Under Organization Management > Grade Center > Full Grade Center. This will give you a full list of the participants (students) inside the organization.

1. Under Organization Management > Users and Groups > Users. This will give you a full list of staff members and participants inside the organization.
2. Under Bb Tools > Roster. Please select Not Blank under the search feature.

As a Nexus course leader, how do I show which students completed my Nexus course?

Use an excel spreadsheet to track the names of students who have completed the course. You will only include the full names and year of the student (MS1, MS2, etc.) of the students who have successfully completed the course, and **submit to nexus.learning@mssm.edu at the end of your course.** It is solely the responsibility of the Nexus course leaders to determine what constitutes "successful completion" for each Nexus course. Please only submit names of students who completed the class; do not submit your attendance records, as those are subjective.

How do I advertise my Nexus Course to the first and second year medical students?

At the start of each semester, the Electives team with Curricular Affairs will advertise the Nexus courses to the first and second year medical students through class emails, in class meetings and in the weekly announcements. Any additional advertising (e.g. flyers) is the responsibility of the course director(s) and/or Coordinator.

How do I advertise my Nexus Course to participants outside of the first and second year medical class?

Nexus Courses are primarily designed for M1s and M2s however, you may choose to offer them more broadly to the Mount Sinai Community. *The course coordinator(s) and faculty are responsible for advertising the course to participants outside of the first and second year medical students.*

Important Contact Information

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