

1-2012

PUBH 595.51: Program Development and Accreditation

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PUBH 595
Workshop in Public Health: Program Development and Accreditation
1, 2, or 3 credit hours
Spring Semester 2012
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*Notes: (1) This syllabus is subject to change by the instructor. Any changes will be announced on Moodle.
(2) All times referred to in this syllabus are in Mountain Standard Time.*

INSTRUCTOR

Mailing Address:

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Availability:

Dr. Golbeck will be available via e-mail for all students. If you wish to speak with Dr. Golbeck by telephone, the easiest thing to do is to contact her by e-mail, and she will arrange for a telephone conversation or meeting with you. She will make every attempt to reply to your e-mail message within twenty-four hours during weekdays. Dr. Golbeck will post exceptions as a class announcement on Moodle.

TECHNICAL ASSISTANCE :

Computer technology assistance is available at IT Help Desk at 406-243-4357 or itcentral@umontana.edu.
Blackboard technical support is available at (866) 225-1641 or courseware-support@umontana.edu.
UMOnline student resources are available at <http://www.umt.edu/ce/online/StudentInfo/>.

COURSE

Description:

This workshop will focus on public health program development and accreditation. Students may participate for one, two or three units of credit. For the first unit (weeks 1 through 5 of the course), we will examine program organization. For the second unit (weeks 6 through 10 of the course), we will examine the program plan. For the third unit (weeks 10 through 15 of the course), we will examine program participants and resources. Students will research and articulate best practices for program development; analyze case studies of program development and accreditation; and apply what they have learned to a public health program of their choice. A paper will be due at the end of each unit.

Prerequisite:

None

OBJECTIVES and COMPETENCIES

Course:

At the end of the course you should be able to:

1. Identify and articulate best practices for public health program development.
2. Understand the purposes and processes of public health program accreditation.

3. Critically analyze public health programs, especially as relates to program organization, the program plan, and program participants and resources.
4. Offer suggestions for public health program improvement.
5. Apply best practices for public health program development to a public health program.

Program:

To see how the course objectives are linked to the Master of Public Health program competencies please go to: http://www.health.umn.edu/schools/pch/students_applicants/curr_mph.php#core

FORMAT

Protocol:

Online using Moodle.

Components:

The course will consist of weekly homework and weekly workshops. A project paper will be due at the end of each unit, i.e., in weeks 5, 10 and 15.

1. Weekly homework assignments will be given. These will consist of a sequence of questions each week: Students will complete one question before going on to the next question. Some of the questions will involve literature research, others will involve analysis, and yet others will involve reflection. Each week by Wednesday midnight, students will post their completed homework in a new thread on the Moodle discussion board.
2. A workshop format will be used with the Moodle discussion forum. Each week by Friday at 3 pm, students will have reviewed and commented on each of the threads posted by their classmates; and students will have developed consensus on answers to the homework questions.
3. A project will be the capstone to each of the three units. The instructor will provide suggested questions to guide the projects. Students may propose changes to these questions toward making their projects maximally relevant to their personal efforts and interests. A project paper will be due at midnight on Friday during weeks 5, 10, and 15. The paper should be no more than 10 pages in length, single-spaced, Times New Roman 11 Font. There will be no additional homework or workshop during project weeks.

Clock:

For the on-line clock, the week starts on Sunday, 12:01 a.m. and ends on Saturday at midnight.

NEEDED TOOLS

References:

Students will conduct their own literature searches.

Humphries K, Molgaard C, Golbeck A, Stevens J, Buckner A, and Lockman JR. Master of Public Health Accreditation Self-Study. University of Montana School of Public and Community Health Sciences, 163 pages, 2011.

Other MPH self-study documents, to be posted.

Computer:

Access to a desktop computer, for accessing Moodle and Internet resources, and for word processing.

Software:

Internet browser
Microsoft Word

ASSESSMENT

This course will use the traditional letter grade option with the use of pluses or minuses.

1. 36% Homeworks [3% for each of weeks 1-4 of each unit]
2. 36% Workshops [3% for each of weeks 1-4 of each unit]

3. 27% Projects [9% for each unit]

COMMUNICATION

Announcements:

Class announcements will be posted in Moodle by the instructor.
Moodle system administrators will sometimes post announcements about the Moodle system.

Discussion forum:

A discussion forum in Moodle is appropriate for questions or discussions that would normally occur in the classroom. Remember that the discussion forum is public and your classmates can read what you post there.

e-mail:

E-mail should be used for “private” communication with the instructor or other students. Any questions regarding grades or communication about more personal issues should be handled via email. Important: Please put “WORKSHOP” in the subject line for e-mail communication with the instructor. This helps the instructor in organizing and responding to e-mail communication.

WARNINGS

Failure to Follow Instructions:

Work submitted by a method other than specified in this syllabus will not receive points.

Late Work:

Late work will not receive points unless there are very serious and verifiable extenuating circumstances. If you wish to request permission to submit a work product late, you must contact Dr. Golbeck well before the assignment deadline.

ADDENDUMS

For the **University of Montana Mission Statement**, the **School of Public and Community Health Science’s Mission Statement**, and information about **tutorials, accessibility, and plagiarism** see:

<http://www.health.umt.edu/schools/pch/documents/UMPublicHealthCourseSyllabusAddendums.pdf>

ACADEMIC CALENDAR

Spring Semester 2012

Tuesday, January 17	International Student Orientation Begins
Thursday-Friday, January 19-20	New Student Orientation
Monday, January 23	Classes Begin
Monday, February 20	Presidents Day – No Classes, Offices Closed
Monday-Friday, April 2-6	Spring Vacation*
April 9-20	Autumn 2012 Registration Begins
Friday, May 4	Last Day of Regular Classes
Monday-Friday, May 7-11	Final Exams
Saturday, May 12	Commencement

Unit 1: Program Organization

Topic	Week	
Mission	1	Jan 23
Goals and Objectives	2	Jan 30
Evaluation and Planning	3	Feb 6
Governance	4	Feb 13
<i>Project for Unit 1</i>	5	Feb 20

Unit 2: Program Plan

Topic	Week	
Competencies	6	Feb 27
Competencies Assessment	7	Mar 5
Practical Skills and Culminating Experience	8	Mar 12
Workforce Development	9	Mar 19
<i>Project for Unit 2</i>	10	Mar 26

Break

Topic	Week	
Spring Break	-	Apr 2

Unit 3: Program Participants and Resources

Topic	Week	
Staff Diversity	11	Apr 9
Participant Recruitment and Enrollment	12	Apr 16
Participant Diversity	13	Apr 23
Overall Resources	14	Apr 30
<i>Project for Unit 3</i>	15	May 7