

To: Institutional Effectiveness, C&I Faculty Council, UK Undergraduate Council,
University Senate

From: Department of Communication (prepared by Kelly McAninch, Director of Undergraduate
Studies)

Date: August 31, 2016

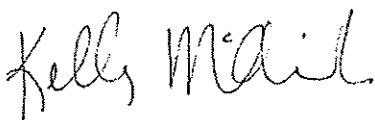
Re: Add CPH 201 as an option for the Public Health Core requirement for the Undergraduate
Health Communication Certificate

To Whom It May Concern:

We propose adding CPH 201 as an option for the Public Health Core requirement for the Undergraduate Health Communication Certificate. The Public Health Core requires students to pick one course from a selection of classes (currently CPH 202 and CPH 440), and we would like to add CPH 201 to that group of course options. We request this change for the following reasons: (a) CPH 201 maps onto the program's learning outcomes by offering a comprehensive overview of the public health discipline and functional knowledge of strategies for promoting public health, and (b) CPH 201 is offered regularly (nearly every semester), which would increase the likelihood for the class to fit with students' schedules and would serve students aiming for a December graduation. We have received support for this program change from the Communication Department faculty during a retreat on August 15, the Department of Health Behavior faculty in their meeting on August 18, and Health Behavior interim chair Mark Swanson on August 23 (please see attached letter and faculty meeting minutes).

Please do not hesitate to contact me with questions. We appreciate your consideration.

Sincerely,



Kelly McAninch, Ph.D.
Lecturer, Director of Undergraduate Studies
Department of Communication
College of Communication and Information
University of Kentucky
phone: 859-323-4334 FAX: 859-257-4103
e-mail: kelly.mcaninch@uky.edu



Department of Communication
University of Kentucky

CHANGE GRADUATE/UNDERGRADUATE CERTIFICATE

Fill out this form to change an existing certificate. This form should be used for both undergraduate certificates and graduate certificates.

Once approved at the college level, your college will send the proposal to the appropriate Senate academic council (HCCC and/or GC) for review and approval. Once approved at the academic council level, the academic council will send your proposal to the Senate Council office for additional review and then a 10-day posting online, during which senators review on their own and have an option to register an objection if they so desire. If no objection is raised to the Senate Council Office within ten days of the posting the proposal, then the graduate certificate change is approved. The Senate Council Office will report approvals to the Provost, Registrar and other appropriate entities, including the contact person.

For each change, you MUST enter the current language/requirement as well as the proposed change.

SUMMARY OF CHANGES			
Check all that apply.			
<input checked="" type="checkbox"/>	Courses	<input type="checkbox"/>	Certificate Name
<input type="checkbox"/>	Criteria for admissions/progression/termination	<input type="checkbox"/>	Total required credit hours
<input type="checkbox"/>	Other	<input type="checkbox"/>	Certificate review
1. General Information			
1a	Change is for:	<input checked="" type="checkbox"/> UNDERGRADUATE CERTIFICATE	OR <input type="checkbox"/> GRADUATE CERTIFICATE
1b	Date of contact with Institutional Effectiveness (IE) ¹ :	8/30/16	
	<input checked="" type="checkbox"/> Appended to the end of this form is a PDF of the reply from Institutional Effectiveness.		
1c	College ² :	Communication and Information	Department ² : Communication
1d	CIP code:	09.0905	
1e	Current certificate name:	Health Communication Certificate Program	Proposed certificate name: Health Communication Certificate Program
1f	Today's Date:	August 31, 2016	
1g	Requested effective date:	<input checked="" type="checkbox"/> Fall semester following approval.	OR <input type="checkbox"/> Specific Dates: Fall 2017
1h	Contact person name:	Dr. Kelly McAninch	Phone / Email: 323-4334 / kelly.mcaninch@uky.edu
2. Overview of Changes			
2a	Describe the rationale for the change(s), including (as appropriate) input from an advisory board, professional body, etc. (450 word limit)		

¹ You can reach Institutional Effectiveness by phone or email (257-2873 or institutionaleffectiveness@uky.edu).
² It is not possible to change the home academic unit of a certificate via this form. To change the home unit, visit <http://www.uky.edu/faculty/senate> and search for forms related to academic organizational structure.
³ No certificate changes will be effective until all approvals are received.

CHANGE GRADUATE/UNDERGRADUATE CERTIFICATE

See attached memorandum.

3a. Will the requested changes result in the use of courses from another unit? Yes No
 If "Yes," describe generally the courses and how they will used.
 We are requesting to add CPH 201 as an option for the Public Health Core courses. The current courses are CPH 202 and CPH 440, but with the addition of CPH 201, students will be able to choose from CPH 201, CPH 202, or CPH 440.
 If "Yes," two pieces of supporting documentation are required.
 Check to confirm that appended to the end of this form is a letter of support from the other units' chair/director⁴ from which individual courses will be used.
 Check to confirm that appended to the end of this form is verification that the chair/director of the other unit has consent from the faculty members of the unit. This typically takes the form of meeting minutes.

3. Non-Course Related Changes

3a Will the certificate's admissions and/or application procedures change? Yes No
 If "Yes," describe below. (150 word limit)
 Current: Proposed:

4. Course-Related Changes

4a Will the required courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 4b.) Yes No
 If "Yes," note the specific changes in the grid below.

Current			Proposed			
Prefix & Nmbr	Credit Hrs	Title	Prefix & Nmbr	Credit Hrs	Title	Course Status
						Select one....
						Select one....
						Select one....
						Select one....
						Select one....

4b Provide the Bulletin language about required courses.

4b Will the elective courses for the certificate change? (If "Yes," indicate and note the changes in the area below. If "No," indicate and proceed to 5a.) Yes No
 If "Yes," note the specific changes in the grid below.

Prefix &	Credit	Title	Prefix	Credit	Title	Course Status ⁵
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⁴ A dean may submit a letter only when there is no educational unit below the college level, i.e. there is no department/school.
⁵ Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the course is an existing course that will not change ("no change").
⁶ Use the drop-down list to indicate if the course is a new course ("new"), an existing course that will change ("change"), or if the

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Nmbr	Hrs	& Nmbr	Hrs	
				Select one....
				Select one....
				Select one....
				Select one....
				Select one....
				Select one....

4c Provide the Bulletin language about elective courses.

5. Other Changes

5a Are there any other changes to the certificate? If "Yes," note below. (150 word limit) Yes No
 We are requesting to add CPH 201 as an option for the Public Health Core courses. The current courses are CPH 202 and CPH 440, but with the addition of CPH 201, students will be able to choose from CPH 201, CPH 202, or CPH 440.

6. Approvals/Reviews

Information below does not supersede the requirement for individual letters of support from educational unit administrators and verification of faculty support (typically takes the form of meeting minutes).

	Reviewing Group Name	Date Approved	Contact Person Name/Phone/Email
6a	(Within College)		
	Department of Communication Faculty	8/15/16	Dr. Kelly McAninch / 3-4334 / kelly.mcaninch@uky.edu
	Department of Communication Chair		Dr. Elisia Cohen / 7-4102 / elisia.cohen@uky.edu
	College of Commuincation and Information	4/14/17	Dr. Derek Lane / 7-9583 / derek.lane@uky.edu
			/ /

6b	(Collaborating and/or Affected Units)		
	College of Public Health, Dept. of Health Behavior	8/23/2016	Dr. Mark Swason / 218-2060 / mark.swanson@uky.edu
	Dept. of Health Behavior Faculty	8/18/2016	Dr. Sarah Cprek / 218-0196 / sarah.cprek@uky.edu
			/ /
			/ /
			/ /

6c	(Senate Academic Council)	Date Approved	Contact Person Name
	Health Care Colleges Council (if applicable)		
	Graduate Council		
	Undergraduate Council	5/9/17	Joanie Ett-Mims

course is an existing course that will not change ("no change").

GRADUATE PROGRAMS

The College of Communication and Information offers the following graduate degrees: (1) Master of Arts in Communication, (2) Ph.D. in Communication, and (3) Master of Science in Library Science. Additional information may be obtained from the Associate Dean for Graduate Studies for the College of Communication and Information and from *The Graduate School Bulletin*.

UNDERGRADUATE CERTIFICATES

The University of Kentucky grants the following undergraduate certificates in the College of Communication and Information:

- Health Communication
- Innovation and Entrepreneurial Thinking

Undergraduate Certificate in Health Communication

The Health Communication Undergraduate Certificate is a joint program of the Department of Communication, the College of Public Health, and the Department of Kinesiology and Health Promotion for undergraduate students.

The certificate is designed to give students an enhanced education in communication skills critical to health-related professions, beyond what would normally be received from the UK Core. Upon completion of the certificate students will be able to determine how communication impacts the major contributors for disease prevention and control as well as how to identify and analyze communication strategies that are most effective for health promotion and wellness.

The Certificate in Health Communication is feasibly combined with a broad array of majors across UK's colleges including the College of Public Health, the College of Education, the College of Arts and Sciences, but particularly the College of Communication and Information and the College of Health Sciences.

Health Communication Certificate Standards

In order to remain in good standing in the program, students must have a 2.0 overall GPA at the end of their first year, and a 2.0 in certificate classes to graduate from the certificate. Students are also required to take three core classes as requirements for the certificate program, as well as program electives.

- Courses taken within three years prior to admission to the certificate can be used in the certificate.
- Certificates will only be awarded to students who successfully complete a Bachelor's degree, or have completed a four-year degree.
- The certificate requires 15 hours and a

minimum of 12 credits of course work in the certificate must be taken for a letter grade.

- The certificate requires 9 core hours of credit (2 communication core and 1 public health core) courses be completed.
- No more than 9 credits taken for a certificate can be used to satisfy the requirements for the student's major or minor, or another certificate, exclusive of free or unrestricted electives.
- The Director approves the individual certificate curriculum for each student and informs the Registrar when the certificate is complete and may be awarded.
- The awarded certificate is to be posted on the student's official transcript.

Health Communication Curriculum Certificate Core Classes

Communication Core

COM 311 Taking Control of Your Health:	
Patient-Provider Communication	3
COM 471 Introduction to Health Communication	3

Public Health Core

Students must take at least one course from the following courses outside of Communication:

CPH 202 Public Health Through Popular Film	3
CPH 440 Foundations of Health Behavior	3

Electives

In addition to meeting the Communication and Public Health Core requirements, students must take two additional electives from:

COM 287 Persuasive Speaking	3
COM 482 Studies in Persuasion	3
COM 454 Honors Seminar in Communication (Subtitle required)	3
*COM 525 Advanced Issues in Organizational Communication (Subtitle required)	3
COM 535 Risk and Crisis Communication	3
COM 571 Interpersonal Communication in Health Contexts	3
COM 572 Health Communication Campaigns and Communities	3
CJT/LIS 629 Introduction to Medical Informatics	3
CPH 202 Public Health Through Popular Film	3
CPH 310 Disease Detectives: Epidemiology in Action	3
CPH 440 Foundations of Health Behavior	3
KHP 230 Human Health and Wellness	3

Total required hours: 15

**When offered with the subtitle Communication in Healthcare Organizations.*

For more information, contact Faculty Director Dr. Donald Helme at don.helme@uky.edu

Undergraduate Certificate in Innovation and Entrepreneurial Thinking

The certificate program in Innovation and Entrepreneurial Thinking is designed to provide a coherent, integrated approach to helping ambitious undergraduate students develop and docu-

ment the skills needed to become a successful innovator and entrepreneurial thinker. The certificate is multi-disciplinary but is hosted by the College of Communication and Information and includes four courses (12 credit hours) completed over a one- to two-year period. Courses include a mix of topics such as communication and leadership, two elective courses on innovation and entrepreneurial thinking from participating colleges, and a required capstone course (EXP 455) involving a project with the iNET entrepreneur-in-residence.

The undergraduate certificate also provides robust learning and teaching opportunities that will lead to enhanced employment and enterprise creation opportunities for University of Kentucky students. Additional outcomes include campus-wide college and department collaboration as well as potential revenue generation.

Innovation and Entrepreneurial Thinking Curriculum

The Certificate of Innovation and Entrepreneurial Thinking curricula are as follows:

- A minimum of 12 credits of course work taken for a letter grade.
- At least 12 credits must be 200 level or above, and a minimum of 6 credits must be at the 300-level or above.
- No more than 9 credits taken for a certificate can be used to satisfy the requirements for the student's bachelor's degree, a minor, or another certificate, exclusive of free or unrestricted electives.
- Certificates will only be awarded to students who successfully complete a degree, or have completed a four-year degree.
- The student must complete a three-credit breadth component. The breadth component requires that a student take courses in at least two disciplines, with a minimum of three credits to be completed in a second discipline.
- Student must earn a C or better in each required certificate course to receive the certificate.

Certificate Core Classes

Required:

COM 381 Communication, Leadership, and Entrepreneurship	3
EXP 455 Capstone Experience in Innovation and Entrepreneurship	3

plus two 200-level or above elective courses (6 hours) that focus on an innovation and entrepreneurial thinking with the approval of the iNET Academic Certificate Director. Current electives include:

AAD 310 Marketing for the Arts	3
*COM 591 Special Topics in Communication (Subtitle required)	3
*EDU 300 Special Course	3
JOU 430 Media Management and Entrepreneurship	3

**When offered under a subtitle relevant to Innovation and Entrepreneurial Thinking.*

Communication Department Retreat

Monday, August 15, 2016

Boone Center (8:00 a.m. – 4:00 p.m.)

8:00 – 8:30 a.m.	Coffee
8:30 – 9:00 a.m.	Welcome, Announcements from College Leadership Meeting and Overview for the Day
9:00 – 9:30 a.m.	UK Policy Updates/TCE issues
9:30 – 10:15am	Undergraduate Program Curriculum Mapping and Assessment Update (Kelly) – GCCR, 326, Honors concerns, Health Comm certificate
10:15 – 10:30 a.m.	Break
10:30 – 11:15 a.m.	Large Group Discussion: Research and Student Success Initiatives to Meet Unit Goals

Group 1 [Research]: Elisia, Don, Nancy, David, Andy, Marko, Jenn, Kevin, Alan, Derek, Sarah, JiYoun, Jeannette, Anthony, Allison

- NIH/NSF Proposal Development
- "Manuscript Mondays"
- Meta-analysis workshop (Seth?)
- SONA

Group 2 [Student Success]: Kelly, Shari, Cyndy, Traci, Kim, Don L., Jeff V, Doug, Alfred

New/Old Program Initiative Ideas:

- ProAm Day (III – Speaker, structure, other ideas?)
- Programs for undeclared students
- COM Student/Honors plans
- "Inclusive Communication" programming ideas for 2016?
- Identify classes to advertise debate watch/related events

11:15 – 11:45pm	Report back on plans to group
11:45pm – 12:45 p.m.	Lunch
12:45pm – 1:00 pm	Break

1:00 – 1:30 p.m.

COMRIT Update

Identify Enhancement/Needs

1:30pm – 2:00 p.m.

MS Program in Health Communication

2:00 – 2:15 p.m.

Break/Coffee & Cookies

2:15 – 2:45 p.m

Formal Meeting for Voting Items

1. MS in Health Communication
2. Vote on changes to GCCR (eliminating 252 as a GCCR requirement)
3. Vote on changes to Health Communication Certificate

2:45 p.m. – 3:45 p.m.

Resource and Strategic Planning Committee (joint meeting)

3:45 – 4:00 p.m.

Wrap up

**UNIVERSITY OF KENTUCKY
COLLEGE OF PUBLIC HEALTH**

**Course Syllabus
CPH 201-001 Introduction to Public Health
Fall 2016**

Location	Slone Research Building Room 303
Days and Time	Tuesdays and Thursdays 12:30pm – 1:45pm

Contact information

Instructor: Sarah E. Cprek, MPH
Director of Undergraduate Studies
111 Washington Avenue #120B

Telephone: 859-218-0196

E-mail: sarah.cprek@uky.edu (preferred method of contact)

Office Hours: Tuesday 9:30am-12pm or by appointment

Teaching Assistants:

LC #1 Brent Emerson

Email: brent.emerson@uky.edu

Office Hours: Tuesday 2-4pm, Bowman Hall, Room 442

LC #2 Neil Horsley

Email: neil.horsley@uky.edu

Office Hours: Monday 9:30-11:30am, Bowman Hall, Room 442

Course description

This course provides the student with basic knowledge about the discipline of public health. After receiving a philosophical and political orientation to public health, students will begin to acquire functional knowledge of the strategies most often applied in public health practice. Key content areas (such as HIV prevention, maternal and child health, reducing obesity rates, and reducing tobacco addiction) will become focal points for the investigation of these strategies.

Course rationale:

This general education course reflects a commitment by the College of Public Health at the University of Kentucky to help students recognize and understand how they, individually and collectively as informed citizens, can improve their own health and the health of entire populations. Because public health is largely about primary “upstream” prevention and advocacy for improved “population health,” it is essential that all students, particularly those hoping to be “clinically” oriented health professionals, understand the epidemiology, etiology, prevention, and treatment of prevalent public health problems. Because population health will be added as a component of the Medical College Admission Test (MCAT) in the near future, it is essential that future physicians gain a better understanding of population health.

Course prerequisites

None

Course Objectives/Student Learning Outcomes and related UKCPH Competencies (example below)

Program Outcomes	Course/Student Learning Outcomes
<ul style="list-style-type: none">BPH SLO (1): Demonstrate knowledge of public health from an interdisciplinary perspective	<ul style="list-style-type: none">Define public health and related roles/responsibilities of government, non-government agencies, and private organizationsDescribe risk factors and modes of transmission for infectious and chronic diseases and how these diseases affect both personal, and particularly, population healthList the leading causes of mortality, morbidity, and health disparities among local, regional, and global populationsDiscuss major local, national, and global health challengesOutline environmental hazards and control for promotion of public healthUsing epidemiology and surveillance principles, discuss how population health can be safeguardedRecognize the impact of policies, laws, and legislation on both individual and population healthChampion prevention in promoting a healthy community and lifestyle behaviors that promote individual and population health and well-being

Textbooks and Other Materials

Schneider, M.J. (2014). *Introduction to Public Health* (4th ed.). Boston, MA: Jones and Bartlett Publishers. (ISBN-978-1-4496-9736-5)

Additional readings may be required based on lecture/discussion topic(s).

Class meetings:

The first class meeting is Thursday, August 25th. Class will be held on Tuesdays and Thursdays from 12:30pm to 1:45pm. Tuesdays will primarily be reserved for formal lecture in the Slone Research Building, room 303. While some Thursdays will contain a traditional lecture or class meeting, many will instead consist of online breakout sessions to facilitate small-class learning and practical exercises. These online class days are clearly outlined during the class schedule portion of the syllabus.

Learning Communities, activities, and assignments:

The class will be subdivided by the instructor into Learning Communities (LC), with each LC being composed of approximately 1/2 of the class. Each LC group will work intimately with a Graduate Assistant. Learning Community activities will take place online utilizing Canvas.

Course requirements and learner evaluation

Course grades will be based upon evaluation of the following activities:

Examinations:

Course grades will be based upon evaluation of the following activities:

- **Class Entrance Exam:** Within the first two weeks of class you will be provided an online entrance exam on Canvas to gauge your general knowledge in the field of public health. Completion of this exam is worth 10 points.
- **Online Exams:** Students will have two (2) exams posted online to the course Canvas portal during the first and third quarter of the semester. These will be open book/open note exams and will be available for 24 hours as outlined on the course schedule below. Each exam can only be taken one time and once you begin you will have one hour and fifteen minutes to complete and submit the exam. Each is worth thirty (25) points, for a total of 50 points.
- **Midterm Exam:** Your midterm Exam will be a in-class exam covering major highlights/concepts learned throughout the first half of the course. The Midterm exam will be an in class, closed book exam. The midterm exam is worth 50 points.
- **Final Exam:** Your final exam will be a comprehensive in-class exam which will primarily focus on major highlights/concepts learned throughout the second half of the semester. These concepts will have been covered in detail in the textbook, lectures, videos, and guest lectures. 10-20% of the exam will include material from the first half of the semester which involve overarching concepts relevant to the field of public health. The final exam will be worth 50 points.

LC Discussion Board Assignments: Throughout the semester there will be four assignments held via the Canvas Discussion page. The dates for these online discussions are outlined in the schedule below. Learning Community (LC) Discussion Boards will be open for 24 hours, 12AM-11:59PM, on the day of the class discussion event. During that time students will log on to their specific LC discussion link and post an original contribution to the topic (minimum two paragraphs). The students will also comment (minimum of three sentences each) on FIVE additional postings within their group. Each class discussion day is worth 10 points for a total of 40 points possible over the four discussion board class periods. While group work and student collaboration are not a grade *per se*, active participation in these ways helps ensure that maximum learning is taking place and may influence grades within a point of the next letter grade.

LC Activities: There will be 5 Learning Community (LC) activities during the course of the semester. These 5 assignments will be related to the areas of public health being covered during the lectures as well as to the topics selected for the research papers. LC Activities will be open for 24 hours, 12AM-11:59PM, on the day of the activity, which are outlined in the course schedule below. Each Learning Community Activity is worth 10 points, for a total of 50 points.

Research Project: As with all UK Core Classes, Introduction to Public Health requires an archive item to be submitted by the end of the semester. For this course, that is a 4-5 page epidemiological research paper. This paper will be a course long project broken into four distinct assignments, each worth 25 points, resulting in the project being worth a combined 100 points. You will choose ONE of four public health topics on which to complete your paper. Your topic options are **tuberculosis, physical inactivity, foodborne illness, and teen pregnancy.**

All project submissions should double-spaced, (12 point Times New Roman font) and written in excellent English, conforming to APA style. As a research paper, no submission should include any personal opinion or reflection.

- Part 1, History: Provide a brief overview of the public health related history of your chosen topic, 1 to 1.5 pages in length. (1) Include information on when/how/why the topic became a public health concern, and (2) what has been done in the United States in order to combat its negative health impact.
- Part 2, Epidemiological Information: Provide a detailed summary of the key epidemiological statistics associated with your topic (1 to 1.5 pages in length). Required components include (1) an overall incidence and/or prevalence rate, and the mortality rate for the United States, and (2) the incidence and/or prevalence rate, and the mortality rate for a population subgroup which has an unequal burden of disease (varies by topic but possible subgroups include race, geography, gender, SES, etc.). Statistics for each category within the group are required in order to earn full credit.
- Part 3, Public Health Impact: Provide a description of the key (1) risk factors, (2) health disparities, and (3) negative health outcomes associated with your public health topic (1 to 1.5 pages in length).
- Final Research Paper: Combine your three previous submissions into a final epidemiological paper. Be sure to make all recommended changes provided to you after each earlier submission. Add in transitional sentences and a conclusion in order to present a well-rounded final product. (4-5 pages in length)

Class attendance: Attendance in the class is extremely important for class cohesion and to maximize learning. The TA or Instructor will take attendance during every class meeting. Arriving late or leaving early will result in no credit for attendance purposes for that day unless a university approved excuse is provided concerning the inability to attend the entire class. Each unexcused absence will result in a two-point deduction of your final point total.

General grading criteria based on assignments and attendance

350-314=	A
313-279=	B
278-244=	C
243-209=	D
208 & lower=	E

Instructor expectations

1. I expect you to attend every class session. The components are highly interrelated; missing a class will detract from the learning potential of subsequent sessions.
2. I expect you to be in the classroom and prepared to begin work at the scheduled starting time for each session.
3. I expect you to be attentive to each class. This means silencing mobile phones and suspending web surfing, e-mail, texting, and phone calling during class. Should a true emergency arise that you must address, please attend to it quietly and return to class as quickly as possible.
4. I expect you to actively participate in the discussions. This is not the type of class where you can "sit back and listen."
5. I expect you to be respectful of the answers and opinions of others. A signal joy of the university is that it represents a thoughtful community of learners. I strive to have a class respectful and reflective of this learning community.
6. I expect you to submit papers using proper English grammar, syntax, and spelling. You are encouraged to use spell check and grammar check prior to submitting your written work. The Writing Laboratory is available to anyone who may need

assistance, and we will advise you to go there, particularly if your writing is not at the level it should be for success in this course and others.

7. I expect (and encourage) you to provide honest and timely feedback regarding the content and process of this course throughout the semester.
8. I expect you to share in the responsibility for making this course a profoundly enjoyable and beneficial learning experience.
9. Wikipedia *cannot* be used as a cited reference, as noted by a co-founder of Wikipedia! You may use Wikipedia to identify appropriate source material. Remember, Wikipedia is *not* peer reviewed!
10. I require that each learner will utilize the *APA Publication Manual* as a guide for writing papers for this course, and the grading rubric will be based on its precepts.

Academic Policies

It is the student's responsibility to be informed concerning all regulations and procedures required by the program of study, College or the University. Students should become familiar with the Undergraduate Bulletin or the Graduate School Bulletin as appropriate. Academic disputes will be evaluated against these policies. This serves as formal notification of academic policies.

Students and faculty can locate the College of Public Health and University policies at: <http://www.uky.edu/publichealth/student-resources/academic-policies>

Policies that are available include:

- Academic Integrity
- Accommodations Due to Disability
- Religious Observances
- Inclement Weather
- Excused Absences Policy
- Verification of Absences
- Student Resources

A hard copy of the policies will be provided by the Office of Academic Affairs upon request by the student.

Late work policy

Students that have missed an exam or assignment due to an excused absence will be given the opportunity to complete that exam or assignment for full credit within three days of their return to class. Students that have missed any assignment without an excused absence and failed to notify the instructor of their intent to be absent a day prior to the due date of the assignment will be allowed to complete make up work with a 10% penalty applied for each day the assignment is late. Work later than three days will not be accepted. Missed exams will be administered in the Instructor's office suite during designated office hours or by scheduled appointment. **It is the responsibility of the student to work with the instructor to make arrangements regarding make up work** (i.e. the instructor will not email students that have missed assignments and ask if they are interested in completing the assignment to prevent a grade of 0.) All excused make up assignments should be **completed within three days** of the student's return unless otherwise stated by the instructor.

Your research project will have multiple due dates throughout the semester. You will receive specific directions for preparation of the paper well in advance of the due date. **Any component of the project received after the deadline will receive a 10% deduction for each day it is late, with a zero being assigned to after three days.**

All research project submissions are due via Canvas by **midnight** of the day that papers are due. Papers not submitted through SafeAssign may receive a grade penalty.

Make-up opportunity

When there is an excused absence, students are given the opportunity to make up missed work and/or exams through arrangement with the instructor. It is the student's responsibility to inform the instructor of the absence, preferably in advance, but no later than one week after it. Absences must be made up no more than three days following the last day of the absence for make-up work to be allowed unless extended time is given by the instructor. Students must make up tests during office hours if possible, and by scheduled appointment if not.

Tentative course schedule and topics

DAY	TOPIC	READING & OTHER ASSIGNMENTS
Thursday August 25	Introductions, Distribution of Syllabus, Expectations, and Begin Chapter 1	Course Entrance Exam
Tuesday August 30	Public Health: Science, Politics, Prevention	Chapter 1
Thursday September 1	Discussion of Public Health Research Project <i>Rob Shapiro Lecture- Effective Strategies for online research</i>	
Tuesday September 6	Why is Public Health Controversial? Power and Responsibilities of Government	Chapter 2,3
Thursday September 8	ONLINE DISCUSSION BOARD ASSIGNMENT 1 AVAILABLE FROM 12AM-11:59PM	DB#1
Tuesday September 13	Epidemiology: The Basic Science of Public Health	Chapter 4
Thursday September 15	LEARNING COMMUNITY ACTIVITY 1 AVAILABLE FROM 12AM-11:59PM	LC #1 Research Project Part #1
Tuesday September 20	Epidemiologic Principles and Methods Problems and Limits of Epidemiology	Chapters 5-6
Thursday September 22	No Class meeting- Online Exam available on Canvas 12am-11:59 PM CHAPTERS 1-6	ONLINE EXAM 1

Tuesday September 27	The Role of Data in Public Health Making Sense of Uncertainty	Chapter 7,8
Thursday September 29	LEARNING COMMUNITY ACTIVITY 2 AVAILABLE FROM 12AM-11:59PM	LC #2
Tuesday October 4	The "Conquest" of Infectious Diseases The Resurgence of Infectious Diseases	Chapter 9,10
Thursday October 6	LEARNING COMMUNITY ACTIVITY 3 AVAILABLE FROM 12AM-11:59PM	LC #3 Research Project Part 2
Tuesday October 11	Do People Choose Their Own Health? <i>How Psychosocial Factors Affect Health Behavior</i>	Chapter 13, 14
Thursday October 13	ONLINE DISCUSSION BOARD ASSIGNMENT 2 AVAILABLE FROM 12AM-11:59PM	DB #2
Tuesday October 18	Public Enemy #1: Tobacco Midterm Review	Chapter 15
Thursday October 20	MIDTERM EXAM- In class cumulative exam Chapters 1-5, 7-10, 13-14	IN CLASS MIDTERM EXAM
Tuesday October 25	Injuries are Not Accidents	Chapter 17
Thursday October 27	LEARNING COMMUNITY ACTIVITY 4 AVAILABLE FROM 12AM-11:59PM	LC #4
Tuesday November 1	Maternal and Child Health	Chapter 18
Thursday November 3	LEARNING COMMUNITY ACTIVITY 5 AVAILABLE FROM 12AM-11:59PM	LC #5 Research Project Part 3
Tuesday November 8	ELECTION DAY: NO CLASS	
Thursday November 10	ONLINE DISCUSSION BOARD ASSIGNMENT 3 AVAILABLE FROM 12AM-11:59PM	DB #3

Tuesday November 15	Public Health Threat Number Two and Growing: Poor Diet and Physical Inactivity <i>Guest Lecture: Brent Emerson</i>	Chapter 16
Thursday November 17	No Class meeting- Online Exam available on Canvas 12AM-11:59PM Chapters 15-18	ONLINE EXAM 2
Tuesday November 22	A Clean Environment: The Basis of Public Health Population: The Ultimate Environmental Health Issue	Chapter 20 Chapter 25
Thursday November 24	THANKSGIVING BREAK	
Tuesday November 29	Emergency Preparedness	Chapter 30 Final Research Paper Due
Thursday December 1	ONLINE DISCUSSION BOARD ASSIGNMENT 4 AVAILABLE FROM 12AM-11:59PM	DB #4
Tuesday December 6	Global Health <i>Guest Lecture: Moaz Abdelwadoud</i>	Readings TBD
Thursday December 8	<i>IN CLASS Semester wrap up and Final Exam Review</i>	
FINAL EXAM December 15 @ 10:30am	<i>Final Exam Comprehensive</i>	



College of Public Health

Health, Behavior & Society Faculty Meeting Minutes

August 18, 2016

1:00p-3:00p

Bowman Hall Room 332

Attendees: Cardarelli, Kathryn; Carman, Angela; Cprek, Sarah; Eddens, Kate; Stone, Ramona (by phone); Studts, Tina; Swanson, Mark; Vanderpool, Robin; Williams, Corrine; Brown, Courtney; Tumlin, Kimberly (joined at 2pm)

Absent: Crosby, Richard

1. Approval of Minutes (Swanson)
2. New Student Reception (Brown) Food has been ordered. Invites were sent to 14 students and 10 faculty with info and request for a fun fact about themselves for the "Get to Know You" game. Food is being provided by Good Foods coop. The Boone Center orientation is tomorrow. Mark and Courtney will attend. Corrine and Katie will also be in attendance. We will show a brief PP presentation to introduce the other faculty and brief overview of MPH curriculum.
3. Review of Transcripts: (All)
 - a. Transcripts for each 2nd year MPH-HB student were distributed amongst the faculty with advising forms. Each faculty member were asked to review the transcript to ensure each student had fulfilled the Curriculum requirements and were registered for the correct courses in the Fall 2016 semester.
 - b. Robin volunteered to advise the Pharmacy students (5).
 - c. Mark informed the faculty that Kate Eddens is taking over advising in the Spring semester after her BIRWCH obligations are completed and she has more time. After audit of each student's transcripts were conducted, Kate collected the advising forms and will manage them for the department.
4. Capstone Deadlines (Williams)
 - a. Corrine distributed a 2 page informative graph detailing the due dates for the Capstone process.
 - b. Discussion about giving points to the students for meeting the required deadlines versus giving a grade each time. The faculty will be asked to provide feedback without a grade. If the student does not make changes, it was agreed upon to not give feedback. Timeline was for the entire academic year. Faculty suggestions were to not include the Spring semester deadline due dates on the student version.
 - c. Capstone topics were reviewed for each student and Capstone Committee Chairs were selected. Mark suggested involving the students with the CCTS research day as way for them to present their Capstones in poster form and get comfortable presenting their research in front of an audience.



5. Health Communications Certificate update (Sarah Cprek)
 - a. The certificate requires students to choose from CPH 202 or CPH 440 as their public health course.
 - b. They reached out to Sarah and asked if CPH 201 could be added to the list of courses to choose from. Sarah and Dr. Cardarelli agreed that CPH 201 would be a good class for their certificate students to attend. The faculty vote was unanimous to add CPH 201.

6. Affiliate Faculty (Swanson)
 - a. Discussion of utilizing the adjunct/joint/affiliate faculty to serve as a resource to students in their area of expertise. We would like to improve their engagement with our students in encouraging them to provide feedback/review Capstone drafts, talking to students with similar research interests, and participating in the monthly research talks.
 - b. The faculty voted to add Elisia Cohen to the HBS list of affiliate, joint faculty. Mark will contact Dr. Cohen and Faculty affairs to make this addition.

7. HBS Research update Schedule (Swanson)
 - a. Discussion of research talks- aka "brown bag" seminar to be held on the 3rd Fridays of the month at noon immediately following the monthly faculty meeting. It would be a 20-30 minute talk to let students know about what research projects the faculty are currently involved in.
 - b. A sign- up sheet was distributed to faculty to determine what months they were presenting their research to students. Mark will fill in the other months with the adjunct/affiliate/voluntary faculty. He will promote these seminars at tomorrow's new student orientation.

8. Competency mapping (Eddens)
 - a. Faculty reviewed a grid for each HB course and indicated if the course "introduced, reinforced, or applied" each competency requirement.

9. Electives and certificates (Swanson)
 - a. Discussion of the lack of electives for our students to choose from
 - b. Swanson suggested the advisor consult with the department Chair before registering the student for the elective if the course is not in the CPH. The course must be HB related.

10. Chair Search (Tumlin)
 - a. Each Faculty was given copy of Chair Search Committee Guidelines, Regular Title Series position description, Regular Title Series-Full Professor/Chair.



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- b. Tumlin provided details of the current search for Department Chair. She instructed faculty to revise the job description.
ACTION ITEM: All items highlighted on the current HBS Chair job description, needs to be updated and submitted to Faculty Affairs.
ACTION ITEM: The department needs to create a "department information sheet" for the search. This needs to include information about the faculty, description of their research, departmental goals, what the department is best known for, and any other pertinent info you would want a potential Chair to know.

- 11. Next meeting- Friday, September 18, 2016 from 10-11:30am. Research Lunch
Talk same day from 12-1pm

- 12. Adjournment



UNIVERSITY
OF KENTUCKY

College of Public Health

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Tuesday, August 23, 2016

Kelly McAninch, PhD
Director of Undergraduate Studies
Department of Communication
226 Grehan Building
University of Kentucky

Dear Dr. McAninch,

I am writing to express the support of the Department of Health, Behavior & Society for adding our course CPH201: Introduction to Public Health as an elective for students pursuing the Health Communication Certificate. Our faculty approved this unanimously at our faculty meeting on August 18.

As you know, this will be the third course in our department to be included as electives for the certificate, joining CPH 203 and CPH 440. We appreciate the perspectives your students bring to our courses and look forward to working with you on curricular and other issues in the future.

Sincerely,

Mark Swanson, PhD
Interim Chair, Department of Health, Behavior & Society

Institutional Effectiveness

Reply

Today 2:10 PM

McAninch, Kelly G;

Institutional Effectiveness

Dear Dr. McAninch,

Thank you for your email regarding the proposed program change(s) to the **Undergraduate Certificate in Health Communication (09.0905)**.

My email will serve 2 purposes: 1.) next steps for SACSCOC, and 2.) verification and notification that you have contacted PIE—a Senate requirement for proposal approval.

1. **Next steps for SACSCOC:** Non required
2. **Verification that PIE has reviewed the proposal:** The proposed program change(s) may move forward in accordance with college and university-level approval processes. Based on the program change documentation presented and completed Substantive Change Checklist, the proposed program changes (refer to list below) are not substantive changes as defined by SACSCOC, the university's regional accreditor.

List of Proposed Change(s):

- Adding CPH 201 to course options for the Public Health requirement

Should you have questions or concerns about UK's substantive change policy and its procedures, please do not hesitate contacting me.

Regards,
Mia

Mia Alexander-Snow, PhD

Director, Planning and Institutional Effectiveness

Phone: 859-257-2873

Fax: 859-323-8688

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The University of Kentucky



College of Public Health

Undergraduate Committee Meeting
Minutes
August 18, 2016
10:00am
CPH Room 202

Attendees: Cardarelli, Kathryn; Christian, Jay; Cprek, Sarah; Daddysman, Jennifer; Johnson, Nancy; Tumlin, Kimberly; Underwood, Marilyn; Wackerbarth, Sarah; Watkins, John

Absent: None

1. Approval of Agenda (John Watkins)
2. Select Undergraduate Committee Chair (John Watkins)
 - a. Dr. Cardarelli nominated Dr. Watkins with a second by Dr. Christian.
 - b. Dr. Watkins was voted in as committee chair for the AY 2016-2017
3. Update on undergraduate infrastructure in CPH and at UK (Katie Cardarelli)
 - a. Dr. Tumlin created and shared growth charts for the BPH program from Fall 2014 – Fall 2106
 - b. The President is reorganizing undergraduate education within the University and will be pushing undergraduate students out to the colleges.
 - c. They are currently searching for an Associate Provost for Student Academic Life
 - d. Advisor needs with the Colleges has been under review over the past few months. A recommendation to the Provost has been made to add 1 full-time advisor to the college.
 - e. Two new lecturers are on board now, Sarah Cprek and Christy Brady with part of their time to include advising.
4. BPH electives analysis (Sarah Cprek)
 - a. Sarah passed out two handouts that outlined current electives and how many are needed to fulfill the student need.
 - b. Sarah is requesting that everyone talk within their departments about increasing the caps in current elective courses and create new electives for the program.
 - c. Sarah discussed the CPH 395 course option with her plan to roll it out to the students in the future.
5. Health Communications Certificate update (Sarah Cprek)
 - a. The certificate requires students to choose from CPH 202 or CPH 440 as their public health course.
 - b. They reached out to Sarah and asked if CPH 201 could be added to the list of courses to choose from. Sarah and Dr. Cardarelli agreed that CPH 201 would be a good class for their certificate students to attend.
6. Curricular priorities for AY2016-17 (Katie Cardarelli)
 - a. Dr. Cardarelli listed some priorities that the committee should work on over the next academic year
 - i. 4+1 curriculum would be a BPH with an MPH in each concentration

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1. Dr. Johnson is concerned that the BPH would not prepare students to go into an MPH with a concentration in Environmental Health. The department would like to evaluate the students' transcripts and backgrounds to determine if they have the proper science requirements to continue on for the MPH ENV degree.
 2. Dr. Cardarelli is concerned that there aren't any advertised requirements for the MPH in Environmental Health currently, so if they are considered for the 4+1 requirements, then those same requirements should be added to the MPH.
 - ii. Concentrations within the BPH (Environmental Health; Global Health)
 1. Dr. Cardarelli is currently working with Dr. Johnson and Dr. Holsinger on creating concentrations within the BPH program.
 - iii. Public Health scholars
 1. Dr. Cardarelli is working with Dr. Scutchfield and Dr. Holsinger to prepare a proposal for a scholar's program.
 - iv. Other 4+1 options?
 1. Transy
 2. A&S
 3. Others?
 - v. Dr. Cardarelli asked the committee if they are ready to proceed with a 4+1 proposal. Dr. Johnson stated that the Environmental Health department still hasn't approved the proposal and will require more discussion.
7. BPH assessment plan (Sarah Cprek and Kimberly)
 - a. The papers from CPH 440 need to be reviewed by the Undergraduate Committee for the assessment plan. Sarah passed out folders for everyone with the papers and rubrics included and asked the committee to score the papers and return their results by September 2nd.
 8. New/Future business
 9. Next Meeting
 - a. Andrea will send out a doodle poll for the meeting pattern for the group.
 10. Adjournment