Course Change Request

Data Submitted: 11/09/17 4:54 pm

Viewing: PHEB 612 : Data Management / Computing

Last edit: 12/14/17 12:15 pm
Changes proposed by: jen.horney

Contact(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Horney</td>
<td><a href="mailto:horney@sph.tamhsc.edu">horney@sph.tamhsc.edu</a></td>
<td>979-436-9391</td>
</tr>
</tbody>
</table>

Rationale for Course

Edit

Other

taught as non-traditional - distance education

Course prefix PHEB Course number 612

Department Epidemiology & Biostatistics

College/School Public Health

Academic Level Graduate

Effective term 2018-2019

Complete Course Title Data Management / Computing

Abbreviated Course Title DATA MANAGEMENT/COMPUTING

Catalog course description

An introduction to the principles of data management, techniques in designing and implementing databases for large data systems, techniques for communicating between computing environments, and introduction to statistical software.

Prerequisites and Restrictions

Concurrent Enrollment No

Should catalog prerequisites / concurrent enrollment be enforced? No

Crosslistings No Crosslisted With

Stacked No Stacked with
 Semester: 3  
Credit Hour(s)  

<table>
<thead>
<tr>
<th>Contact Hour(s) (per week):</th>
<th>3</th>
<th>Lab: 0</th>
<th>Other: 0</th>
<th>Total: 3</th>
</tr>
</thead>
</table>

Repeatable for credit? No  
CIP/Fund Code 2611020002  
Default Grade Mode Letter Grade(G)  
Method of instruction Distance Education  
Lecture and Laboratory  
Will sections of this course be taught as non-traditional? (i.e., parts of term, distance education) Yes  

Learning Outcomes  

Does not meet traditional face-to-face learning outcomes.  

Describe how learning outcomes are met or provide justification why they are not met.  

NA. There is no current traditionally delivered version of the course for valid comparison.  

Hours  

Meets traditional face-to-face hours.  

Describe how hours are met or provide justification why they are not met.  

Documentation describes 45.5 hours of formalized instruction and 92 hours of homework.  

Will this course be taught as a distance education course? Yes No  
I verify that I have reviewed the FAQ for Export Control Basics for Distance Education. Yes No  
Is 100% of this course going to be taught in Texas? Yes  
Will classroom space be needed for this course? No  

This will be a required course or an elective course for the following programs:  

Required (select program)  

<table>
<thead>
<tr>
<th>Program(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(MPH-PHEP) Master of Public Health in Epidemiology</td>
</tr>
<tr>
<td>(MPH-PHEB) Master of Public Health in Biostatistics</td>
</tr>
</tbody>
</table>

Elective (select program)  

Course Syllabus  

Syllabus: Upload syllabus  

Upload syllabus [PHEB612_Data_Management_Syllabus_12122017.pdf](https://nextcatalog.tamu.edu/courseleaf/approve/)
<table>
<thead>
<tr>
<th>Letters of support or other documentation</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional information</td>
<td><strong>12/14/17: uploaded updated syllabus</strong></td>
</tr>
<tr>
<td>Reviewer Comments</td>
<td><strong>Szu-hsuan Lin (micheysz) (12/14/17 12:18 pm)</strong>: SPH CC approved for nontraditional delivery, per University Rule 11.03.99.M1.</td>
</tr>
</tbody>
</table>
Instructor Information

Course title and number: PHEB 612: Data Management and Statistical Computing
Term: Summer
Meeting times and location: On-line
Course materials will be made available every week through eCampus

Instructor Name(s): Maria Perez-Patron, PhD
Teaching Assistant(s): TBD
Telephone number: 979 - 436-9490
Email address: Perez-patron@sph.tamhsc.edu
Office location: 219 School of Public Health Administrative Building

Course Description

The course is an introduction to data management and computing techniques for Public Health professionals. It covers the principles of data organization and analysis as well as the basics of common software. By the end of this course, students should be able to manage and analyze public health data effectively. This is an applied course and will involve extensive use of Microsoft Access and SAS.

Prerequisites
None

Course Competencies and Objectives

<table>
<thead>
<tr>
<th>Competencies</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>D1.3. Explain the role of quantitative and qualitative methods and sciences in describing and assessing a population’s health</td>
<td>To develop appropriate data management plans</td>
</tr>
<tr>
<td>D1.4. List major causes and trends of morbidity and mortality in the US or other community relevant to the school or program</td>
<td>To identify different data types and how they impact data management</td>
</tr>
<tr>
<td>D2.2. Select quantitative and qualitative data collection methods appropriate for a given public health context</td>
<td>To apply basic informatics techniques with data from vital statistics records, census, national surveys, and public health records</td>
</tr>
<tr>
<td>D2.3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate</td>
<td>To design a data collection form to enhance data entry and data monitoring</td>
</tr>
<tr>
<td>D2.4. Interpret results of data analysis for public health research, policy or practice</td>
<td>To apply descriptive techniques commonly used to summarize public health and population data</td>
</tr>
<tr>
<td>D2.4. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate</td>
<td>To apply statistical methods for inference</td>
</tr>
<tr>
<td>D2.4. Interpret results of data analysis for public health research, policy or practice</td>
<td>To interpret results of statistical analyses found in public health studies</td>
</tr>
</tbody>
</table>

Textbook and/or Resource Material


Both textbooks are available online through the TAMU library at: http://library.tamu.edu/

Software
All students must have access to two software packages:
1. Microsoft Access 2016, and
2. SAS
   The SAS license is available free of charge to Texas A&M Students. You will need to fill out the Student SAS Order Form: https://sell.tamu.edu/Personal/Student_Software_List/SAS.Student.Software.License.php

The Virtual Open Access Lab allows you to access computer lab software off-campus, including MS Access and SAS. This can be a good option for MAC users: http://oal.tamu.edu/Virtual-OAL
For support regarding the VOAL please email helpdesk@tamu.edu or call Help Desk Central at 979-845-8300.

Note: It is the student responsibility to secure access to the software. The course instructor and TA will NOT provide support regarding software access, including the used of the VOAL.

Course Topics, Calendar of Activities, Major Assignment Dates

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Required Reading</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Introduction to Microsoft Access and Tables</td>
<td>Alexander &amp; Kusleika, 2016, Ch. 1-3 Assignment 1 (Due: June 5, 2018)</td>
</tr>
<tr>
<td>2</td>
<td>Creating a Database</td>
<td>Alexander &amp; Kusleika, 2016, Ch. 4-5, 9 Assignment 2 (Due: June 12, 2018)</td>
</tr>
<tr>
<td>3</td>
<td>Access Forms</td>
<td>Alexander &amp; Kusleika, 2016, Ch. 17-19 Assignment 3 (Due: June 19, 2018)</td>
</tr>
<tr>
<td>4</td>
<td>Access Reports</td>
<td>Alexander &amp; Kusleika, 2016, Ch. 20-21 Assignment 4 (Due: June 26, 2018)</td>
</tr>
<tr>
<td>5</td>
<td>Introduction to SAS</td>
<td>Delwiche and Slaughter, 2012, pp. viii-xiii, Ch. 1, 2 Assignment 5 (Due: July 3, 2018)</td>
</tr>
<tr>
<td>6</td>
<td>Managing Data in SAS</td>
<td>Delwiche and Slaughter, 2012, Ch. 3, 4 Assignment 6 (Due: July 10, 2018)</td>
</tr>
<tr>
<td>7</td>
<td>Using Basic Summary Procedures</td>
<td>SAS Survey Procedures documentation NHANES documentation Assignment 7 (Due: July 17, 2018)</td>
</tr>
<tr>
<td>8</td>
<td>Using Basic Statistical Procedures</td>
<td>Delwiche and Slaughter, 2012, Ch. 6 Assignment 8 (Due: July 24, 2018)</td>
</tr>
<tr>
<td>9</td>
<td>Data Visualization</td>
<td>Delwiche and Slaughter, 2012, Ch. 8 Assignment 9 (Due: July 31, 2018)</td>
</tr>
<tr>
<td>10</td>
<td>Data Management Plans</td>
<td>Delwiche and Slaughter, 2012, Ch. 10 DMP Tools: <a href="https://dmptool.org/">https://dmptool.org/</a></td>
</tr>
<tr>
<td>8/7/2018</td>
<td>Final Exam Review</td>
<td></td>
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Grading Policies

Grading Scale

<table>
<thead>
<tr>
<th>Points</th>
<th>Grade</th>
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<tbody>
<tr>
<td>90 - 100</td>
<td>A</td>
</tr>
<tr>
<td>80 - 89</td>
<td>B</td>
</tr>
<tr>
<td>70 - 79</td>
<td>C</td>
</tr>
<tr>
<td>60 - 69</td>
<td>D</td>
</tr>
<tr>
<td>&lt; 60</td>
<td>F</td>
</tr>
</tbody>
</table>

Discussion Board Participation 5 Points
Weekly Exercises/Quizzes 60 Points
### Attendance and Make-up Policies

The University views class attendance as the responsibility of an individual student. Attendance is essential to complete the course successfully. University rules related to excused and unexcused absences are located on-line at [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07).

### Other Pertinent Course Information

Every effort will be made to ensure that power point lecture files, notes, articles and assignments are available online in a timely manner. Written assignments will be delivered thru the Blackboard course website. Handouts, changes in assignments or the schedule of class modules will be announced on the Bb course webpage. E-mail contact will be initiated with all students the first week of class. If you do not have access to your assigned TAMHSC e-mail account, it is your responsibility to make the instructor aware of that fact so that other arrangements may be made. You are expected to use Blackboard e-mail address for all official correspondence.

### eCampus (Blackboard)

If this course uses eCampus: Within the course’s eCampus site you will access the learning materials, tutorials, and syllabus; discuss issues; submit assignments; take quizzes; email other students and the instructor; participate in online activities; and display your projects.

In order to access the course material you will need to go to login into Howdy and then click the eCampus button on the top right or look for Quick Links on the bottom of the School’s homepage or go to [http://ecampus.tamu.edu](http://ecampus.tamu.edu). Please do not contact your instructor with technical problems. If you are having a technical problem with the course, review the Blackboard Learn Tutorials (at the top-right of School’s Office of Academic Assessment and Instructional Technology website). For login issues (password not working), please contact TAMU Help Desk at helpdesk@tamu.edu via E-mail, or phone to (979) 845-8300. **Your eCampus login is the same as your Howdy login (NetID).**

### Computer Requirements for Online Courses

For this and all online courses we recommend the minimum technical requirements outlined on our “SPH Computer Requirements for Online Courses” web page, located at [http://www.sph.tamhsc.edu/assessment-instructional/com-requirement.html](http://www.sph.tamhsc.edu/assessment-instructional/com-requirement.html)

All computing problems or other technical issues **not related to eCampus**, please contact:

- TAMHSC related account: helpdesk@tamhsc.edu via E-mail, or phone to (979) 862-8029
- TAMU related account: helpdesk@tamu.edu via E-mail, or phone to (979) 845-8300

**Important!!!** Save your work as you go along. Nothing is more discouraging than to lose an assignment due to a computer hang ups! You may want to also make hard copies of your work to have “proof” and save yourself time and trouble!

### Plagiarism Virtual Course

Plagiarism is the leading form of academic dishonesty that the School of Public Health has to address. As a SPH student, you are responsible for knowing what plagiarism is and how to avoid it. All SPH students are automatically enrolled in Plagiarism Virtual Course on eCampus. This virtual course provides you with information and examples related to plagiarism in an effort to reduce the number of reported incidents. Please find a tutorial and resources under “Content.” In addition, please find Turnitin, a software package that allows you to check whether you may have plagiarized your document. Please see Phuong Huynh: phuong@sph.tamhsc.edu for additional information.
Course Evaluation

Constructive feedback from students on course evaluations is taken very seriously at the School of Public Health. I am asking for your assistance in helping the School in its assessment of courses and faculty through your participation in the evaluation of your courses. As public health professionals you will one day have the responsibility to evaluate colleagues and health initiatives. The School views providing feedback on the School’s courses as part of your professional responsibility.

SPH Mission

The Texas A&M School of Public Health is committed to transforming health through interdisciplinary inquiry, innovative solutions, and development of leaders through the Aggie tradition of service to engage diverse communities worldwide.

Americans with Disabilities Act (ADA)

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services, currently located in the Disability Services building at the Student Services at White Creek complex on west campus or call 979-845-1637. For additional information, visit http://disability.tamu.edu.

Academic Integrity

Academic integrity is the pursuit of scholarly activity free from fraud and deception and is an educational objective of this institution. Students are expected to adhere to all TAMUS, TAMU, HSC, and School policies regarding academic integrity and classroom conduct. Academic dishonesty includes, but is not limited to, cheating, plagiarizing, fabricating information or citations, facilitating acts of academic dishonesty by others, having unauthorized possession of examinations, submitting work of another person or work previously used, or tampering with the academic work of another student. Individuals found guilty of academic dishonesty may be dismissed from the degree program, and at a minimum will receive an F for the course. It is the student’s responsibility to have a clear understanding of how to reference other individuals’ work, as well as having a clear understanding in general as to the various aspects of academic dishonesty. A tutorial on this issue is available at: http://SPH.tamhsc.edu/academic-affairs/academic-integrity.html. A plagiarism tutorial can be found in Blackboard. Information on the Aggie Honor Code can be found at http://aggiehonor.tamu.edu.

Remember:
“An Aggie does not lie, cheat, or steal, or tolerate those who do.”

Copyright Statement

The materials used in this course are copyrighted. These materials include but are not limited to syllabi, quizzes, exams, lab problems, in-class materials, review sheets, and additional problem sets. Because these materials are copyrighted, you do not have the right to copy the handouts, unless permission is expressly granted by the instructor.

FERPA

The Federal Education Rights & Privacy Act requires that we advise students that by registering for this course, their HSC assigned e-mail address will be revealed to classmates and the instructor. By continuing your enrollment in the course you acknowledge your understanding of this policy. By enrolling in this course you agree to the following statement: “I understand that as a result of
registering for this course, my HSC/Blackboard assigned e-mail address will be revealed to classmates and the instructor.

**Equal Opportunity Statement**

The Texas A&M Health Science Center is an Equal Opportunity/ Affirmative Action employer. Inquiries regarding nondiscrimination policies may be directed to the Human Resources Officer by phone at (979) 436-9208, email hr@tamhsc.edu, or by mail at 200 Technology Way, College Station, TX 77845.

**DISCLAIMER**

This syllabus is representative of materials that will be covered in this class; the schedule and topics list are subject to change. These changes will be discussed in class and subsequently communicated via email or posted as announcements. If you have any problems related to this course, please feel free to discuss them with the instructor.

**Title IX**

Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Texas A&M University and the Texas A&M Health Science Center are committed to maintaining a learning environment that is free from discriminatory conduct based on gender. As required by Title IX, the University does not discriminate on the basis of sex in its education programs and activities, and it encourages any student or non-student who thinks that he or she has been subjected to sex discrimination, sexual harassment (including sexual violence) or sexual misconduct by another student, member of the faculty or staff, or campus visitor or contractor, to immediately report the incident to any of the individuals persons or offices listed below.

**WHERE TO REPORT:**
James Nachlinger,
Executive Director, Payroll and HR Services
Title IX Coordinator
979-436-9207
nachlinger@tamhsc.edu

The University encourages students to immediately consult with or report incidents of sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to the TAMHSC Title IX Coordinator. Students may also report incidents of sex discrimination, sexual harassment (including sexual violence) or sexual misconduct to any School of Public Health administrator, university administrator, official or unit supervisor, who is then responsible for promptly notifying any of the above Title IX coordinators of the reported incident.
APPENDIX A: CEPH COMPETENCIES

D1. MPH & DrPH Foundational Public Health Knowledge

Profession & Science of Public Health
D1.1. Explain public health history, philosophy and values
D1.2. Identify the core functions of public health and the 10 Essential Services
D1.3. Explain the role of quantitative and qualitative methods and sciences in describing and assessing a population’s health
D1.4. List major causes and trends of morbidity and mortality in the US or other community relevant to the school or program
D1.5. Discuss the science of primary, secondary and tertiary prevention in population health, including health promotion, screening, etc.
D1.6. Explain the critical importance of evidence in advancing public health knowledge

Factors Related to Human Health
D1.7. Explain effects of environmental factors on a population’s health
D1.8. Explain biological and genetic factors that affect a population’s health
D1.9. Explain behavioral and psychological factors that affect a population’s health
D1.10. Describe the social, political and economic determinants of health and how they contribute to population health and health inequities
D1.11. Explain how globalization affects global burdens of disease
D1.12. Explain an ecological perspective on the connections among human health, animal health and ecosystem health (e.g., One Health)

D2. MPH Foundational Competencies

Evidence-based Approaches to Public Health
D2.1. Apply epidemiological methods to the breadth of settings and situations in public health practice
D2.2. Select quantitative and qualitative data collection methods appropriate for a given public health context
D2.3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate
D2.4. Interpret results of data analysis for public health research, policy or practice

Public Health & Health Care Systems
D2.5. Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings
D2.6. Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels

Planning & Management to Promote Health
D2.7. Assess population needs, assets and capacities that affect communities’ health
D2.8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs
D2.9. Design a population-based policy, program, project or intervention
D2.10. Explain basic principles and tools of budget and resource management
D2.11. Select methods to evaluate public health programs

Policy in Public Health
D2.12. Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence
D2.13. Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes
D2.14. Advocate for political, social or economic policies and programs that will improve health in diverse populations
D2.15. Evaluate policies for their impact on public health and health equity

Updated 10/12/2017
Leadership
D2.16. Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making
D2.17. Apply negotiation and mediation skills to address organizational or community challenges

Communication
D2.18. Select communication strategies for different audiences and sectors
D2.19. Communicate audience-appropriate public health content, both in writing and through oral presentation
D2.20. Describe the importance of cultural competence in communicating public health content

Interprofessional Practice
D2.21. Perform effectively on interprofessional teams

Systems Thinking
D2.22. Apply systems thinking tools to a public health issue

**EHC. MPH in Epidemiology Concentration Competencies**

EPI.C.1. Select epidemiologic methods that are appropriate to address epidemiologic content areas.
EPI.C.2. Analyze strengths and limitations of study designs for providing evidence for causal associations.
EPI.C.3. Apply appropriate advanced data analysis methods and data management techniques to epidemiologic data.
EPI.C.4. Assess and compare different reporting formats to communicate epidemiologic data to a variety of audiences.
EPI.C.5. Demonstrate the role of epidemiology in developing, implementing, and evaluating health policy.

**BIO.C. MPH in Biostatistics Concentration Competencies**

BIO.C.1. Translate research questions or aims into testable hypotheses and propose appropriate statistical methods to test those hypotheses.
BIO.C.2. Apply statistical methods that assure a study is adequately powered for achieving scientific aims or testing a specific research hypothesis.
BIO.C.3. Evaluate and recommend study designs based on identified strengths and weaknesses and desired study goals.
BIO.C.4. Analyze and interpret data using a variety of advanced analytical tools.
BIO.C.5. Communicate commonly used statistical ideas and methods to collaborators in non-technical terms.

**Dr.PH in Epidemiology and Environmental Health Competencies**

DRHC.1. Evaluate epidemiologic and environmental health evidence pertaining to the scope and magnitude of environmental threats to public health.
DRHC.2. Plan, implement, and evaluate interventions designed to respond to environmental hazards that threaten individual, community and population health.
DRHC.3. Explain the theoretical foundations and change strategies for addressing critical public health issues.
DRHC.4. Translate epidemiology and environmental health issues to interdisciplinary research.
DRHC.5. Influence relevant state-of-the-art practice and prepare reports and scholarly presentations and participate in conference presentations.