The Undergraduate Curriculum Committee recommends approval of the following:

1. New Courses

   **PHLT 314. Public Health Data Management and Assessment I. (2-0). Credit 2.** Familiarization with using the CDC software Epi-Info for managing, analyzing and assessing population health data; focus on using Epi-Info to produce descriptive data reports including tables and graphs. Prerequisite: Public health major; junior or senior classification; or approval of instructor.

   **PHLT 315. Public Health Data Management and Assessment II. (2-0). Credit 2.** Continuation of PHLT 314; familiarization with using the CDC software Epi-Info for managing, analyzing and assessing population health data; focus on using Epi-Info to generate inferential statistics such as confidence intervals and p-values. Prerequisite: Public health major; PHLT 314; or approval of instructor.

   **PHLT 333. Accident Investigation. (3-0). Credit 3.** Principles of accident investigation and how accidents happen in the workplace; integrates procedural, systematic, corrective and formative applications for the occupational health professional. Prerequisite: Public health major; junior or senior classification; or approval of instructor.

   **PHLT 334. Fire Safety and Workplace Hazards. (3-0). Credit 3.** Principles of fire safety and other workplace hazards such as electrical hazards, chemical hazards, respiratory hazards, falls, confined spaces, bloodborne pathogens, hearing loss, ergonomics and machine hazards. Prerequisite: Public health major; junior or senior classification; or approval of instructor.

   **PHLT 335. Hazardous Materials. (3-0). Credit 3.** Principles of managing materials in the workplace; role of the health and safety professional in hazardous material management and hazard communication. Prerequisite: Public health major; junior or senior classification; or approval of instructor.

   **PHLT 416. Public Health Leadership and Ethics. (3-0). Credit 3.** Overview of major leadership and ethical theories, current leadership and ethical issues and their impact on public health practice. Prerequisite: Public health major; junior or senior classification; or approval of instructor.

   **PHLT 441. Strategies for Population Health Improvement. (3-0). Credit 3.** The three core functions of public health and strategies for improving population health; case studies exploring multiple types of interventions; involves class discussion, break-out groups and group assignments. Prerequisite: PHLT 302, PHLT 411 or concurrent enrollment; public health major; junior or senior classification; or approval of instructor.

   **PHLT 445. Population Health Culminating Experience. (3-0). Credit 3.** Combines knowledge and skills related to public health experience and coursework to address public health issues; process of developing, implementing and evaluating public health interventions; role assignment and responsibilities in group assignments and presentations. Prerequisite: PHLT 441 or concurrent enrollment; public health major; junior or senior classification; or approval of instructor.
2. Change in Courses

**HISP 364. Diversity Lessons from Medieval Spain.**

Course number
- From: HISP 364.
- To: HISP 474.

**HISP 371. Hispanic Religions.**

Course number
- From: HISP 371.
- To: HISP 471.

**RELS 312. Contemplative Practices in the Modern World.**

Course title
- To: Contemplation in the Modern World.

**RELS 364. Diversity Lessons from Medieval Spain.**

Course number
- From: RELS 364.
- To: RELS 474.

**RELS 371. Hispanic Religions.**

Course number
- From: RELS 371.
- To: RELS 471.
NEW COURSES
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions

1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (ex., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)

3. Course prefix, number and complete title of course: PHLT 314 Public Health Data Management and Assessment I

4. Catalog course description (not to exceed 50 words): Familiarizes public health students with using the CDC software Epi-Info for managing, analyzing and assessing population health data; focuses on using Epi-Info to produce descriptive data reports including tables and graphs. Prerequisite: Public health major; junior or senior classification, or approval of instructor.

5. Prerequisite(s): Public health major; junior or senior classification; or approval of instructor

Cross-listed with: None

Stacked with: None

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☑ Yes ☐ No If yes, from _____ to _____

7. Is this a repeatable course? ☑ Yes ☐ No If yes, this course may be taken _____ times.

Will this course be repeated within the same semester? ☑ Yes ☐ No

8. Will this course be submitted to the Core Curriculum Council?

☐ Yes ☑ No

9. This course will be:

a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)

   Bachelor of Science in Public Health

b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

11. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix  

   Course #  

   Title (excluding punctuation)

   PHLT  

   314  

   PUB HLTH DATA MGT ASSMNT I

<table>
<thead>
<tr>
<th>Lect.</th>
<th>Lab</th>
<th>SCH</th>
<th>CIP and Fund Code</th>
<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>FICE Code</th>
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<td>1 2 0 1 0 1 4 2 1 4</td>
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</tbody>
</table>

Approval recommended by:

Gilbert Ramirez  
Department Head or Program Chair (Type Name & Sign) Date

Jay Maddock  
Dean of College Date

Submitted to Coordinating Board by:

Associate Director, Curricular Services Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu. Curricular Services – 04/14
Instructor Information

Course title and number  PHLT 314 Public Health Data Management and Assessment I
Term  Fall 2015
Meeting times and location  TBD
Instructor Name(s)
Teaching Assistant(s)
Telephone number
Email address
Office hours
Office location

Course Description
This 2-credit course is the first of a 2-course series that familiarizes public health students with using the CDC software Epi-Info (a free program developed and sustained by the US CDC for the use of public health professionals) for managing, analyzing and assessing population health data, focusing on the use of Epi-Info to produce descriptive data reports including tables and graphs. The course primarily consists of lectures and demonstrations.

Prerequisites
Public Health major; junior or senior classification; or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, through participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Identify quantitative and qualitative data and information (e.g., vital statistics, electronic health records, transportation patterns, unemployment rates, community input, health equity impact assessments) that can be used for assessing the health of a community. Use information technology in accessing, collecting, analyzing, using, maintaining, and disseminating data and information.</td>
</tr>
<tr>
<td>Apply cultural competencies to public health problems</td>
<td>Describe the diversity of individuals and populations in a community. Prepare comparative assessment reports characterizing the diversity of communities.</td>
</tr>
</tbody>
</table>
**Textbook and/or Resource Material**


**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>Course Introduction Overview of Public Health Data Analysis/Assessment Core Competency.</td>
<td>Blackboard slide sets and other materials. Gerstman Chapter 2</td>
</tr>
<tr>
<td>2</td>
<td>Measurement</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 1</td>
</tr>
<tr>
<td>3</td>
<td>Intro to Epi-Info and Microsoft Excel data entry/management</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>4</td>
<td>Frequency Distributions</td>
<td><strong>Quiz 1</strong> Blackboard slide sets and other materials Gerstman Chapter 3</td>
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<tr>
<td>5</td>
<td>Tables and Graphs</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 3</td>
</tr>
<tr>
<td>6</td>
<td>Using Epi-Info to produce descriptive reports (frequency tables and graphs)</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>7</td>
<td>Overview of Summarizing Data</td>
<td><strong>Quiz 2</strong> Blackboard slide sets and other materials Gerstman Chapter 4</td>
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<tr>
<td>8</td>
<td>Measures of Central Tendency</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 4</td>
</tr>
<tr>
<td>9</td>
<td>Measures of Variation</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 4</td>
</tr>
<tr>
<td>10</td>
<td>Using Epi-Info to produce measures of central tendency and variation</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>11</td>
<td>Epidemiological Cross-Tab Data</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 18</td>
</tr>
<tr>
<td>12</td>
<td>Using Epi-Info for epidemiological cross-tab data</td>
<td><strong>Quiz 3</strong> Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>13</td>
<td>Introduction to Clinical and Statistical Significance</td>
<td>Blackboard slide sets and other materials Gerstman Chapter 8</td>
</tr>
<tr>
<td>14</td>
<td>Integrative application of Epi-Info and Excel for describing and summarizing public health data</td>
<td><strong>In-class assignment</strong> Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>15</td>
<td>Final Exam Week</td>
<td>Final Exam Week</td>
</tr>
</tbody>
</table>
The graded assignments and the percentages of your grade they will constitute are the following:

- **Quizzes (3)**: 75%
- **In-class assignment**: 25%

The grading scale will be as follows:

- 90-100% = A
- 80-89% = B
- 70-79% = C
- 60-69% = D
- 0-59% = F

**Assignment Instructions:**

I. **Quizzes.** Three quizzes will be typically given during the semester on previous reading assignments and class presentations. Reading assigned chapters or papers and lecture are an important part of this course. Thus, quizzes on the readings comprise 75% of the final course grade. Quizzes will usually occur at the beginning of class and will be closed book, closed notes for lessons taught earlier. Students who arrive late to class and miss a quiz will earn a 0 for the missed quiz unless they provide university excused absence. Make-up for university-excused absence is discussed below.

II. **In-Class Assignment.** This will be an in-class assessment of data analysis/assessment skills and abilities. Students are expected to attend class and to complete all assignments.

**Attendance and Make-up Policies**

**Attendance:** Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

A university-excused absence is the **only** excuse acceptable for missing an assignment, quiz or examination. For information regarding what constitutes an excused absence, please see [http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07). For absences related to illness, confirmation of a visit to a health care professional will be required. For other university-excused absences, please see your advisor to ascertain the documents needed to confirm your absence.

Unexcused absences, quizzes and assignments will result in a grade of a 0, for missed participation or assignments.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details ([http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07)). The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or
document properly may result in an unexcused absence. Falsification of documentation is a violation of
the Honor Code.

Other absences may be excused at the discretion of the instructor with prior notification and proper
documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student
must provide notification by the end of the second working day after the absence, including an
explanation of why notice could not be sent prior to the class.

**Other Pertinent Course Information**

**Blackboard (Bb Statement)**

If this course uses Blackboard (Bb): Within the course Blackboard 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 https://tamhsc.blackboard.com or look for
Quick Links on the bottom of the School's homepage. If you have 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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have
trouble accessing the course web site please contact John Lingsweiler in the School's Office of Academic
Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at
lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in
an online course. All computing problems or other technical issues can be routed to the TAMHSC Help
Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 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 Blackboard E-Learning. 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.

**End of 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**

Our mission is to create and apply knowledge acquired from the disciplines of public health to the
education of public health leaders and practitioners through our research, practice, and service in the state
of Texas, nationally, and globally.
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, in Cain Hall, Room B118, or call 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.

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; it is not a contract between the student and the institution. It is subject to change. These changes will be 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.
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
Submit original form and attach a course syllabus.

Form Instructions:
1. Course request type: ☒ Undergraduate ☐ Graduate ☐ First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)
3. Course prefix, number and complete title of course: PHLT 315 Public Health Data Management and Assessment II
4. Catalog course description (not to exceed 50 words): Continuation of PHLT 314; familiarizes public health students with using the CDC's Epi-Info for managing, analyzing, and assessing population health data; focuses on using Epi-Info to generate inferential statistics such as confidence intervals and p-values. Prerequisites: Public health major, PHLT 314, or approval of instructor.

5. Prerequisite(s): Public health major; PHLT 314; or approval of instructor
Cross-listed with: None
Stacked with: None
Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes ☒ No

7. Is this a repeatable course? ☐ Yes ☒ No
Will this course be repeated within the same semester? ☐ Yes ☒ No If yes, this course may be taken _______ times.

8. Will this course be submitted to the Core Curriculum Council? ☐ Yes ☒ No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
      Bachelor of Science in Public Health
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with those departments. Attach approval letters.

11. ☒ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix | Course # | Title (excluding punctuation)
PHLT | 315 | PUB HLTH DATA MGT ASMNT II

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<th>Lect.</th>
<th>Lab</th>
<th>SCH</th>
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<th>Admin. Unit</th>
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<td>4</td>
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</table>

Approval recommended by:
Gilbert Ramirez
Department Head or Program Chair (Type Name & Sign) Date

Department Head or Program Chair (Type Name & Sign) Date
(if cross-listed course)

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu.
Curricular Services – 04/14

Chair, College Review Committee Date
Jay Maddock
Dean of College Date

Chair, GC or UCC Date

Effective Date
Instructor Information

Course title and number: PHLT 315 Public Health Data Management and Assessment II
Term: Spring 2016
Meeting times and location: TBD
Instructor Name(s): Gilbert Ramirez

Teaching Assistant(s):
Telephone number:
Email address:
Office hours:
Office location:

Course Description

This 2-credit course is the second of a 2-course series where public health students will have advanced exposure to using the CDC software Epi-Info (a free program developed and sustained by the US CDC for the use of public health professionals) for managing, analyzing and assessing population health data, focusing on the use of Epi-Info to analyze and assess data for decision making. The course focuses on hypotheses testing, correlation analyses and drawing inferences about population health data. The course primarily consists of lectures and demonstrations.

Prerequisites

Public Health major; PHLT 314 Public Health Data Management and Assessment I; junior or senior classification; or approval of instructor.

Learning Outcomes and Course Objectives

By completing the class assignments, through participation and by completing the readings, the student will be able to:

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<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
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<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Explain how community health assessments use information about health status, factors influencing health, and assets and resources</td>
</tr>
<tr>
<td></td>
<td>Identify strategies for assessing community health status and factors influencing health in a community (e.g., quality, availability, accessibility, and use of health services; access to affordable housing)</td>
</tr>
<tr>
<td>Integrate and apply knowledge, skills, and principles for health improvement</td>
<td>Prepare comparative assessment reports characterizing the health of communities.</td>
</tr>
<tr>
<td></td>
<td>Describe how evidence (e.g., data, findings reported in peer-reviewed literature) is used in decision making</td>
</tr>
</tbody>
</table>
**Textbook and/or Resource Material**

Basic Biostatistics – Statistics for Public Health Practice, 2\textsuperscript{nd} edition. B. Burt Gerstman, Jones and Bartlett Learning, 2015.


**Course Topics, Calendar of Activities, Major Assignment Dates**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Required Reading</th>
</tr>
</thead>
</table>
| 1    | Course Introduction  
Review of PHLT ### Public Health Data Management and Assessment I | Blackboard slide sets and other materials.  
Gerstman Chapters 1-4, 8 |
| 2    | Introduction to public health decisions using evidence | Blackboard slide sets and other materials  
Gerstman Chapter 5, 8 |
| 3    | Hypothesis testing using Epi-Info | Blackboard slide sets and other materials  
Gerstman Chapter 9 |
| 4    | Confidence Intervals, p-values, and effect sizes | **Quiz 1**  
Blackboard slide sets and other materials  
Gerstman Chapter 10 |
| 5    | Interpreting Epi-Info confidence intervals, p-values and effect sizes | Blackboard slide sets and other materials  
Gerstman Chapter 10 |
| 6    | Using Epi-Info to produce descriptive reports (frequency tables and graphs) | Blackboard slide sets and other materials |
| 7    | Using Epi-Info to make inferences about means | **Quiz 2**  
Blackboard slide sets and other materials  
Gerstman Chapter 11 |
| 8    | Using Epi-Info to make inferences about more than one mean | Blackboard slide sets and other materials  
Gerstman Chapter 12, 13 |
| 9    | Interpreting Epi-Info reports testing means | Blackboard slide sets and other materials  
Gerstman Chapter 11-13 |
| 10   | Association and Predicting | **Quiz 3**  
Blackboard slide sets and other materials  
Gerstman Chapter 14 |
| 11   | Using Ep-Info for correlation and regression analyses | Blackboard slide sets and other materials  
Gerstman Chapter 14 |
| 12   | Using Epi-Info to make inferences about proportions | Blackboard slide sets and other materials  
Gerstman Chapter 16-18 |
| 13   | Using Epi-Info to analyze stratified data | Blackboard slide sets and other materials  
Gerstman Chapter 19 |
| 14   | Integrative application of Epi-Info and Excel for making inferences about | **In-class assignment**  
Blackboard slide sets and other materials |
Grading Policies

The graded assignments and the percentages of your grade they will constitute are the following:

Quizzes (3) 75%
In-class assignment 25%

The grading scale will be as follows:
90-100% = A
80-89% = B
70-79% = C
60-69% = D
0-59% = F

Assignment Instructions:
I. Quizzes. Three quizzes will be typically given during the semester on previous reading assignments and class presentations. Reading assigned chapters or papers and lecture are an important part of this course. Thus, quizzes on the readings comprise 75% of the final course grade. Quizzes will usually occur at the beginning of class and will be closed book, closed notes for lessons taught earlier. Students who arrive late to class and miss a quiz will earn a 0 for the missed quiz unless they provide university excused absence. Make-up for university-excused absence is discussed below.

II. In-Class Assignment. This will either be an in-class assessment of data analysis/assessment skills and abilities. Students are expected to attend class and to complete all assignments.

Attendance and Make-up Policies

Attendance: Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

A university-excused absence is the only excuse acceptable for missing an assignment, quiz or examination. For information regarding what constitutes an excused absence, please see http://student-rules.tamu.edu/rule07. For absences related to illness, confirmation of a visit to a health care professional will be required. For other university-excused absences, please see your advisor to ascertain the documents needed to confirm your absence.

Unexcused absences, quizzes and assignments will result in a grade of a 0, for missed participation or assignments.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected
to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://student-rules.tamu.edu/rule07) The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

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Blackboard (Bb Statement)

If this course uses Blackboard (Bb): Within the course Blackboard 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 https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School's homepage. 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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School's Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 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!

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SPH Mission

Our mission is to create and apply knowledge acquired from the disciplines of public health to the education of public health leaders and practitioners through our research, practice, and service in the state of Texas, nationally, and globally.

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, in Cain Hall, Room B118, or call 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.”

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**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.
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions

1. Course request type:  □ Undergraduate  □ Graduate  □ First Professional (e.g., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)

3. Course prefix, number and complete title of course: PHLT 333 Accident Investigation

4. Catalog course description (not to exceed 50 words): Covers principles of accident investigation and how accidents happen in the workplace; integrates procedural, systematic, corrective and formative applications for the occupational health professional. Prerequisites: Public Health major, junior or senior classification, or approval of instructor.

5. Prerequisite(s): Public health major, junior or senior classification, or approval of instructor

Cross-listed with: None  Stacked with: None

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? □ Yes  □ No  If yes, from _____ to _____

7. Is this a repeatable course? □ Yes  □ No  If yes, this course may be taken _____ times.
Will this course be repeated within the same semester? □ Yes  □ No

8. Will this course be submitted to the Core Curriculum Council? □ Yes  □ No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)

   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   Bachelor of Science in Public Health

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments.
    Attach approval letters.

11. □ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls-export-controls-basics-for-distance-education).

12. Prefix  Course #  Title (excluding punctuation)

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<th>Admin. Unit</th>
<th>Acid. Year</th>
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</table>

Level 3

Approval recommended by:

Gilbert Ramirez

Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date

Jay Maddock

Dean of College Date

Submitted to Coordinating Board by:

Associate Director, Curricular Services

Chair, GC or UCC Date

Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Instructor Information

Course title and number: PHLT 333 ACCIDENT INVESTIGATION
Term: Fall 2016
Meeting times and location: TBD

Instructor Name(s)

Teaching Assistant(s)

Telephone number

Email address

Office hours

Office location

Course Description

This course covers principles of accident investigation and how accidents happen in the workplace. This course integrates procedural, systematic, corrective and formative applications for the occupational health professional. The course will combine lectures, reading discussions, case studies, and in-class presentations.

Prerequisites

Public Health major, junior or senior classification, or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, though participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Discuss regulatory issues involving physical hazards.</td>
</tr>
<tr>
<td>Apply multidisciplinary strategies and interventions in addressing public health issues</td>
<td>Describe the &quot;event and causal factors analysis&quot; and other common accident analysis techniques.</td>
</tr>
<tr>
<td></td>
<td>Discuss the principles of Root Cause Analysis theory.</td>
</tr>
<tr>
<td>Apply concepts of planning and management in public health programs</td>
<td>Discuss the importance of accident investigation to the safety manager.</td>
</tr>
<tr>
<td></td>
<td>Explain how systems for safety management affect worker safety and accidents.</td>
</tr>
<tr>
<td></td>
<td>Describe tree analysis techniques as they apply to hazard prevention and accident analysis.</td>
</tr>
<tr>
<td>Integrate and apply knowledge,</td>
<td>Identify investigative techniques.</td>
</tr>
</tbody>
</table>
| skills, and principles for health improvement | Discuss data gathering in accident investigation.  
  Discuss how accident analysis leads to corrective actions.  
  Describe the necessity of follow-up to the implementation of corrective action.  
  Apply the techniques of accident investigation to evaluate different accident scenarios. |

**Textbook and/or Resource Material**

**ISBN-10:** 1885581629

**Course Topics, Calendar of Activities, Major Assignment Dates**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Reading/Major Assignment</th>
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<tbody>
<tr>
<td>1</td>
<td>Course Introduction, overview of Accident Investigation</td>
<td>Oakley Chapter 1</td>
</tr>
</tbody>
</table>
| 2    | Management systems in accident investigation | Oakley Chapter 2  
  Quiz 1 |
| 3    | Data gathering in accident investigation | Oakley Chapter 3  
  Homework 1 |
| 4    | Planning for accident investigations | Oakley Chapter 4  
  Quiz 2 |
| 5    | Event and causal Factor analysis | Oakley Chapter 5  
  Homework 2 |
| 6    | Analytical processes in accident investigation | Oakley Chapter 6 |
| 7    | Exam Review and Exam 1 | Examination review  
  Exam 1 |
| 8    | Tree analysis techniques | Oakley Chapter 7 |
| 9    | Hazard prevention analysis | Oakley Chapter 8  
  Homework 3 |
| 10   | Generating corrective actions | Oakley Chapter 9  
  Quiz 3 |
| 11   | The importance of follow-up | Oakley Chapter 10 |
| 12   | Overview of fundamentals of accident investigation  
  Case studies | Blackboard slide sets and other materials  
  Homework 4  
  Blackboard slide sets and other materials |
| 13   | **Exam review and Exam 2** | Blackboard slide sets and other materials  
  Exam 2 |
Student presentations

In-class student presentations
Blackboard slide sets and other materials

Final Exam Week

Final Exam Week

Grading Policies

The graded assignments and the percentages of the student's grade they will constitute are the following:
Quizzes (3) 15%
Homework (4) 10%
Examinations (2) 50%
Student Presentations 25%

The grading scale will be as follows:
90-100% = A
80-89% = B
70-79% = C
60-69% = D
0-59% = F

Assignment instructions:
I. **Quizzes**: Three quizzes will be given in class during the semester on reading assignments, class lectures, and discussions. Make-up for university-excused absences is discussed below.

II. **Homeworks**: Three homework assignments will be assigned during this course. Each assignment is due at the beginning of class (before presentations or discussions) on the assigned due date. These assignments will be short answer case study analyses.

III. **Examinations**: Exams will be multiple choice questions. Questions will be similar to quiz questions.

IV. **Student Presentations**: Students will work in groups to investigate and analyze a case. The group will apply course material to determine factor involved in the accident, how to respond to the accident, and how to prevent further incidents. The results of their investigation and plan will be presented to the class on the assigned date.

Attendance and Make-up Policies

**Attendance**: Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

Unexcused absences or missed homework, quizzes, examinations, and presentations will result in a grade of a 0.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://student-rules.tamu.edu/rule07). The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.
• The student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence. Among the reasons absences are considered excused by the university are the following: (Muster)
  - Participation in an activity appearing on the university authorized activity list. (see List of Authorized and Sponsored Activities)
  - Death or major illness in a student’s immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse’s child, spouse’s parents, spouse’s grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by faculty member or student’s academic Dean or designee.
  - Illness of a dependent family member.
  - Participation in legal proceedings or administrative procedures that require a student’s presence.
  - Religious holy day. (See Appendix IV.)
  - Injury or Illness that is too severe or contagious for the student to attend class. 
  - Injury or Illness of three or more days. For injury or illness that requires a student to be absent from classes for three or more business days (to include classes on Saturday), the student should obtain a medical confirmation note from his or her medical provider. The Student Health Center or an off-campus medical professional can provide a medical confirmation note only if medical professionals are involved in the medical care of the student. The medical confirmation note must contain the date and time of the illness and medical professional’s confirmation of needed absence.
  - Injury or Illness less than three days. Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
    o Confirmation of visit to a health care professional affirming date and time of visit.
  - An absence for a non acute medical service does not constitute an excused absence.
  - Required participation in military duties.
  - Mandatory admission interviews for professional or graduate school which cannot be rescheduled.
  - Mandatory participation as a student-athlete in NCAA-sanctioned competition.
  - In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX Coordinator.

Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.

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Executive Director, Payroll and HR Services
Title IX Coordinator
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Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
Submit original form and attach a course syllabus.

Form Instructions
1. Course request type: [ ] Undergraduate [ ] Graduate [ ] First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)
3. Course prefix, number and complete title of course: PHLT 334 Fire Safety and Workplace Hazards
4. Catalog course description (not to exceed 50 words): Principles of fire safety, and other workplace hazards, such as electrical hazards, chemical hazards, respiratory hazards, falls, confined spaces, bloodborne pathogens, hearing loss, ergonomics, and machine hazards. Prerequisites: Public Health major, junior or senior classification, or approval of instructor.

5. Prerequisite(s): Public health major; junior or senior classification; or approval of instructor

Cross-listed with: None
Stacked with: None

Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? [ ] Yes [ ] No If yes, from ______ to ______

7. Is this a repeatable course? [ ] Yes [ ] No If yes, this course may be taken ______ times.
Will this course be repeated within the same semester? [ ] Yes [ ] No

8. Will this course be submitted to the Core Curriculum Council? [ ] Yes [ ] No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   Bachelor of Science in Public Health

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

11. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix Course # Title (excluding punctuation)

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</table>

Approval recommended by:
Gilbert Ramirez
Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee Date
Jay Maddock
Dean of College Date

Submitted to Coordinating Board by:
Associate Director, Curricular Services Date
Curricular Services – 04/14

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra.williams@tamu.edu
Instructor Information

Course title and number: PHLT 334 FIRE SAFETY AND WORKPLACE HAZARDS
Term: Fall 2015
Meeting times and location: TBD

Instructor Name(s)

Teaching Assistant(s)

Tele: 
Telephone number
Email address
Office hours
Office location

Course Description

This course covers the principles of fire safety, workplace emergencies, and physical hazards in the workplace. In addition to the hazards of fire and explosions, this course will cover, other hazards, such as, electrical hazards, chemical hazards, respiratory hazards, falls, confined spaces, bloodborne pathogens, hearing loss prevention, ergonomics, and machine hazards. The content will focus on the role of the health professional in mitigating these hazards, and regulatory issues involving these hazards. The course will combine lectures, reading discussions, student presentations.

Prerequisites

Public Health major, junior or senior classification or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, though participation and by completing the readings, the student will be able to:

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<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Describe fire issues in a national context.</td>
</tr>
<tr>
<td></td>
<td>Explain the need for bloodborne pathogen protection.</td>
</tr>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Discuss regulatory issues involving physical hazards.</td>
</tr>
<tr>
<td>Apply multidisciplinary strategies and interventions in addressing public health issues</td>
<td>Apply methods to address fire problems in the workplace.</td>
</tr>
<tr>
<td></td>
<td>Describe how to determine exposure to a bloodborne pathogen.</td>
</tr>
<tr>
<td></td>
<td>Describe various measures that can be used to protect workers from exposure to bloodborne pathogens.</td>
</tr>
<tr>
<td>Apply concepts of planning and</td>
<td>Apply methods to plan for disasters and emergencies.</td>
</tr>
</tbody>
</table>
### Course Topics, Calendar of Activities, Major Assignment Dates

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Reading/Major Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction, regulatory issues involving physical hazards</td>
<td>Collins, Schneid, &amp; English  Chapter 1</td>
</tr>
<tr>
<td>2</td>
<td>Ergonomic hazard prevention and control</td>
<td>Collins, Schneid, &amp; English  Chapter 2</td>
</tr>
<tr>
<td></td>
<td>Quiz 1</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Respiratory hazards and respirators</td>
<td>Collins, Schneid, &amp; English  Chapter 3</td>
</tr>
<tr>
<td>4</td>
<td>The who, what, when, where, and why of fires</td>
<td>Collins, Schneid, &amp; English  Chapter 4</td>
</tr>
<tr>
<td></td>
<td>Quiz 2</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Hazards in confined spaces</td>
<td>Collins, Schneid, &amp; English  Chapter 5</td>
</tr>
<tr>
<td></td>
<td>Homework 1</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Electrical safety and equipment</td>
<td>Collins, Schneid, &amp; English  Chapter 6</td>
</tr>
<tr>
<td></td>
<td>Quiz 3</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td><strong>Review and Examination 1</strong></td>
<td>Blackboard slides, and materials exam review</td>
</tr>
<tr>
<td></td>
<td><strong>Examination 1</strong></td>
<td>Examination 1</td>
</tr>
<tr>
<td>8</td>
<td>Machine hazards, Fall hazards, and protection</td>
<td>Collins, Schneid, &amp; English  Chapter 7 &amp; 8</td>
</tr>
<tr>
<td>9</td>
<td>Hearing loss prevention</td>
<td>Collins, Schneid, &amp; English  Chapter 9</td>
</tr>
<tr>
<td></td>
<td>Quiz 4</td>
<td></td>
</tr>
</tbody>
</table>
10 Exposure to bloodborne pathogens, and preventing exposure \[\text{Homework 2}\] Collins, Schneid, & English  Chapter 10

11 Emergency preparedness and workplace violence \[\text{Collins, Schneid, & English Chapter 11 & 13}\]

12 Chemical Hazards and right-to-know \[\text{Collins, Schneid, & English Chapter 12 Quiz 5}\]

13 \textbf{Review and Exam 2} Blackboard slides, and materials \[\text{Examination 2}\]

14 \textbf{Student Group Presentations} Blackboard slides, and materials

15 \textbf{Final Exam Week} Final Exam Week

---

**Grading Policies**

The graded assignments and the percentages of the student’s grade they will constitute are the following:

- **Homework (2)** 10 %
- **Examinations (2)** 50 %
- **Quizzes (5)** 10 %
- **Student presentations** 30 %

The grading scale will be as follows:

- 90-100% = A
- 80-89% = B
- 70-79% = C
- 60-69% = D
- 0-59% = F

Assignment instructions:

I. **Quizzes:** Five quizzes will be given in class during the semester on reading assignments, class lectures, and discussions. Make-up for university-excused absences is discussed below.

II. **Homework:** Two homework assignments will be assigned during this course. Each assignment is due at the beginning of class (before presentations or discussions) on the assigned due date.

III. **Examinations:** Exams will be multiple choice questions. Questions will be similar to quiz questions.

IV. **Student Presentations:** Each student or student group will present an analysis of prevention of a specific assigned workplace hazard. The results will be presented to the class on the assigned date.

---

**Attendance and Make-up Policies**

**Attendance:** Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

Unexcused absences or missed homework, quizzes, examinations, and presentations will result in a grade of a 0.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a
timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons
absences are considered excused by the university are listed below. See Student Rule 7 for details
(http://student-rules.tamu.edu/rule07) The fact that these are university-excused absences does not
relieve the student of responsibility for prior notification and documentation. Failure to notify and/or
document properly may result in an unexcused absence. Falsification of documentation is a violation of
the Honor Code.

- The student is responsible for providing satisfactory evidence to the instructor to substantiate
  the reason for absence. Among the reasons absences are considered excused by the university
  are the following: (Muster)
- Participation in an activity appearing on the university authorized activity list. (see List of
  Authorized and Sponsored Activities)
- Death or major illness in a student’s immediate family. Immediate family may include: mother,
  father, sister, brother, grandparents, spouse, child, spouse’s child, spouse’s parents, spouse’s
  grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild,
  step-grandchild, legal guardian, and others as deemed appropriate by faculty member or
  student’s academic Dean or designee.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student’s
  presence.
- Religious holy day. (See Appendix IV.)
- Injury or Illness that is too severe or contagious for the student to attend class.
  **Injury or illness of three or more days.** For injury or illness that requires a student to be
  absent from classes for three or more business days (to include classes on Saturday), the
  student should obtain a medical confirmation note from his or her medical provider. The Student
  Health Center or an off-campus medical professional can provide a medical confirmation note
  only if medical professionals are involved in the medical care of the student. The medical
  confirmation note must contain the date and time of the illness and medical professional’s
  confirmation of needed absence.
- **Injury or illness less than three days.** Faculty members may require confirmation of student
  injury or illness that is serious enough for a student to be absent from class for a period less
  than three business days (to include classes on Saturday). At the discretion of the faculty
  member and/or academic department standard, as outlined in the course syllabus, illness
  confirmation may be obtained by one or both of the following methods:
  - Texas A&M University Explanatory Statement for Absence from Class form available at
  - Confirmation of visit to a health care professional affirming date and time of visit.
- An absence for a non acute medical service does not constitute an excused absence.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be
  rescheduled.
- Mandatory participation as a student-athlete in NCAA-sanctioned competition.
- In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall
  treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom)
  and related conditions as a justification for an excused absence for so long a period of time as is
  deemed medically necessary by the student’s physician. Requests for excused absence related
to pregnancy should be directed to the instructor; questions about Title IX should be directed to
  the University Title IX Coordinator.

Other absences may be excused at the discretion of the instructor with prior notification and proper
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In order to access the course material you will need to go to https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School’s homepage. **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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School’s Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 **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!

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**End of 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**

Our mission is to create and apply knowledge acquired from the disciplines of public health to the education of public health leaders and practitioners through our research, practice, and service in the state of Texas, nationally, and globally.

**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, in Cain Hall, Room B118, or call 845-1637. For additional information visit [http://disability.tamu.edu](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.

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; it is not a contract between the student and the institution. It is subject to change. These changes will be 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.
Texas A&M University
Departmental Request for a New Course
Undergraduate ♦ Graduate ♦ Professional
♦ Submit original form and attach a course syllabus.

Form Instructions

1. Course request type: ☑ Undergraduate  ☐ Graduate  ☐ First Professional (e.g., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)

3. Course prefix, number and complete title of course: PHLT 335 Hazardous Materials

4. Catalog course description (not to exceed 50 words): Cover the principles of managing hazardous materials in the workplace; role of the health and safety professional in hazardous material management and hazard communication. Prerequisites: Public Health major, junior or senior classification, or approval of instructor.

5. Prerequisite(s): Public health major; junior or senior classification; or approval of instructor

6. Cross-listed with: None  Stacked with: None

7. Is this a variable credit course? ☐ Yes  ☑ No

8. Is this a repeatable course? ☐ Yes  ☑ No

9. Will this course be submitted to the Core Curriculum Council? ☐ Yes  ☑ No

10. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)

   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

   Bachelor of Science in Public Health

11. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

12. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

---

Approval recommended by:

Gilbert Ramirez
Department Head or Program Chair (Type Name & Sign) Date

Chair, College Review Committee

Jay Maddock
Dean of College

Submitted to Coordinating Board by:

Chair, GC or UCC

Date

Associate Director, Curricular Services

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Instructor Information

Course title and number: PHLT 335 HAZARDOUS MATERIALS
Term: Fall 2015
Meeting times and location: TBD

Instructor Name(s)
Teaching Assistant(s)
Telephone number
Email address
Office hours
Office location

Course Description

This course covers the principles of managing hazardous materials in the workplace. Course emphasis is on the role of the health and safety professional in hazardous material management and hazard communication. The course will combine lectures, reading discussions, design homework, and in-class presentations.

Prerequisites

Public Health major, junior or senior classification or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, though participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Identify hazardous workplace materials. Identify and describe methods for mitigating exposures to hazardous materials in the workplace.</td>
</tr>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Identify and describe the various regulations and standards of hazardous materials from the federal and state level.</td>
</tr>
<tr>
<td>Discuss lifestyle behaviors that promote individual and population health and well-being</td>
<td>Discuss hazard communication and hazard communication training.</td>
</tr>
<tr>
<td>Apply multidisciplinary strategies and interventions in addressing public health issues</td>
<td>Discuss cultural and literacy issues with hazard communication</td>
</tr>
<tr>
<td>Apply concepts of planning and management in public health programs</td>
<td>Evaluate the effectiveness of hazardous materials programs Design and implement a hazardous materials spill plan.</td>
</tr>
</tbody>
</table>
Integrate and apply knowledge, skills, and principles for health improvement

Discuss best practices in handling hazardous materials and wastes.

Identify and apply language and symbols relevant to labeling of hazardous materials.

Describe hazardous waste transportation and DOT.

**Textbook and/or Resource Material**

ISBN-10: 1885581718

**Course Topics, Calendar of Activities, Major Assignment Dates**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Reading/Major Assignment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction, introduction to hazardous materials</td>
<td>Haight Chapter 1</td>
</tr>
<tr>
<td>2</td>
<td>Overview of occupational diseases related to workplace exposures</td>
<td>Blackboard slides, and materials</td>
</tr>
<tr>
<td>3</td>
<td>Federal regulations for hazardous materials</td>
<td>Haight Chapter 2</td>
</tr>
<tr>
<td>4</td>
<td>Other hazardous materials regulations and resources</td>
<td>Haight Chapter 3</td>
</tr>
<tr>
<td>5</td>
<td>Hazardous materials labeling and communication standards</td>
<td>Haight Chapters 4 &amp; 7</td>
</tr>
<tr>
<td>6</td>
<td>Transportation of hazardous materials and wastes.</td>
<td>Haight Chapter 5</td>
</tr>
<tr>
<td>7</td>
<td>Review and Examination 1</td>
<td>Review and Exam1</td>
</tr>
<tr>
<td>8</td>
<td>DOT, EPA, and RCRA</td>
<td>Haight Chapter 6</td>
</tr>
<tr>
<td>9</td>
<td>Developing training programs</td>
<td>Haight Chapter 8</td>
</tr>
<tr>
<td>10</td>
<td>Developing plans for spills and other incidents</td>
<td>Haight Chapter 9</td>
</tr>
<tr>
<td>11</td>
<td>Application of best practices</td>
<td>Haight Chapter 10</td>
</tr>
<tr>
<td>12</td>
<td>Evaluating the effectiveness of a program</td>
<td>Haight Chapter 11</td>
</tr>
<tr>
<td>13</td>
<td>Review and Examination 2</td>
<td>Review and Exam1</td>
</tr>
<tr>
<td>14</td>
<td>Student Presentations</td>
<td>Blackboard slides, and materials</td>
</tr>
<tr>
<td>15</td>
<td>Final exam Week</td>
<td>Final Exam Week</td>
</tr>
</tbody>
</table>
Grading Policies

The graded assignments and the percentages of the student's grade they will constitute are the following:

- **Homework (3)**: 15%
- **Quizzes (4)**: 10%
- **Examinations (2)**: 50%
- **Student Presentations**: 25%

The grading scale will be as follows:

- 90-100% = A
- 80-89% = B
- 70-79% = C
- 60-69% = D
- 0-59% = F

Assignment instructions:

I. **Homework**: Three homework assignments will be assigned during this course. Each assignment is due at the beginning of class (before presentations or discussions) on the assigned due date.

II. **Quizzes**: Four quizzes will be given in class during the semester on reading assignments, class lectures, and discussions. Make-up for university-excused absences is discussed below.

III. **Examinations**: Exams will be multiple choice questions. Questions will be similar to quiz questions.

IV. **Student Presentations**: Student groups will present how to safely manage a specific assigned hazardous material, and the importance of mitigating this hazard, to the class on the assigned date.

Attendance and Make-up Policies

**Attendance**: Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

Unexcused absences or missed homework, quizzes, examinations, and presentations will result in a grade of a 0.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://student-rules.tamu.edu/rule07) The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

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  - Participation in an activity appearing on the university authorized activity list. (see List of Authorized and Sponsored Activities)
  - Death or major illness in a student's immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse's child, spouse's parents, spouse's grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by faculty member or
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**Injury or illness less than three days.** Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
  - Texas A&M University Explanatory Statement for Absence from Class form available at [http://attendance.tamu.edu](http://attendance.tamu.edu).
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- In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX Coordinator.

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

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Texas A&M University  
Departmental Request for a New Course  
Undergraduate • Graduate • Professional  
• Submit original form and attach a course syllabus. •

Form Instructions:
1. Course request type: [ ] Undergraduate [ ] Graduate [ ] First Professional (e.g., DVM, JD, MD, etc.)
2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)
3. Course prefix, number and complete title of course: PHLT 416 Public Health Leadership and Ethics
4. Catalog course description (not to exceed 50 words): Provides students with an overview of major leadership and ethical theories, current leadership and ethical issues and their impact on public health practice.

5. Prerequisite(s): Public health major; junior or senior classification; or approval of instructor
Cross-listed with: None
Stacked with: None
Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? [ ] Yes [x] No
If yes, from _______ to _______

7. Is this a repeatable course? [ ] Yes [x] No
If yes, this course may be taken _______ times.
Will this course be repeated within the same semester? [ ] Yes [ ] No

8. Will this course be submitted to the Core Curriculum Council? [ ] Yes [x] No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)

   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

11. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix | Course # | Title (excluding punctuation)  
PHLT | 416 | PUB HLTH LEADERSHIP & ETHICS  

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<th>Lab</th>
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<th>Admin. Unit</th>
<th>Acad. Year</th>
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</table>

Approval recommended by:  
Gilbert Ramirez Date
Department Head or Program Chair (Type Name & Sign)  

Chair, College Review Committee Date
Jay Maddock  
Dean of College

Date
Submitted to Coordinating Board by:  
Chair, GC or UCC

Date
Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Instructor Information

Course title and number: PHLT 416 Public Health Leadership and Ethics
Term: Fall 2015
Meeting times and location: TBD
Instructor Name(s): Stephanie A. Kodatt, Ph.D., MBA
Telephone number: 979.436.9491
Email address: Kodatt@sph.tamhsc.edu
Office hours: TBD
Office location: SPHCLS 269

Course Description

This course provides students with an overview of major leadership and ethical theories, current leadership and ethical issues and their impact on public health practice.

Prerequisites

Public Health major; junior or senior classification; or approval of instructor

Learning Outcomes and Course Objectives

By completing the class assignments, through participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Describing how to improve the health of each person in the community; identify ways to strengthen infrastructure by utilizing the core functions and essential services of public health</td>
</tr>
<tr>
<td></td>
<td>Describe the principle of utility and its applications in public health, including the distinction between social utility and health utility</td>
</tr>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Identify several moral norms applicable to public health</td>
</tr>
<tr>
<td></td>
<td>Coordinate knowledge and performance management activities</td>
</tr>
<tr>
<td>Apply cultural competencies to public health problems</td>
<td>Discuss the role of gender, race, ethnicity, and other evolving demographics in affecting population health; work with leaders from diverse backgrounds</td>
</tr>
<tr>
<td></td>
<td>Discuss ethical issues in public health</td>
</tr>
<tr>
<td>Integrate and apply knowledge, skills, and principles for health improvement</td>
<td>Assess the source and quality of health information and data, as related to individual and community health</td>
</tr>
<tr>
<td></td>
<td>Apply strong ethical standards for the jurisdiction and the country as a whole</td>
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</tbody>
</table>
## Textbook and/or Resource Material

There is no required textbook for this course.

## Course Topics, Calendar of Activities, Major Assignment Dates

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Required Reading</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Course Introduction</td>
<td>Blackboard slide sets and other</td>
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<tr>
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<td>materials</td>
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<tr>
<td>2</td>
<td>Introduction to Public Health Leadership</td>
<td>Blackboard slide sets and other</td>
</tr>
<tr>
<td></td>
<td></td>
<td>materials</td>
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<tr>
<td>3</td>
<td>Leadership Styles, Management and Leadership</td>
<td>Blackboard slide sets and other</td>
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<td>Comparisons Assignment 1</td>
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<td>4</td>
<td>Values and Organizational Culture Assignment 2</td>
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<td></td>
<td></td>
<td>materials</td>
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<td>5</td>
<td><strong>Exam 1</strong></td>
<td>Blackboard slide sets and other</td>
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<td></td>
<td></td>
<td>materials</td>
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<td>6</td>
<td>Public Health Law and Ethics</td>
<td>Blackboard slide sets and other</td>
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<td></td>
<td></td>
<td>materials</td>
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<td>7</td>
<td>Moral Considerations: Bases and Limits for</td>
<td>Blackboard slide sets and other</td>
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<td>Public Health Interventions Assignment 3</td>
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<td>Public Health and the Environment</td>
<td>Blackboard slide sets and other</td>
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<td>Crisis Leadership Assignment 4</td>
<td>Blackboard slide sets and other</td>
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<td></td>
<td>materials</td>
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<tr>
<td>10</td>
<td><strong>Exam 2</strong></td>
<td>Blackboard slide sets and other</td>
</tr>
<tr>
<td></td>
<td></td>
<td>materials</td>
</tr>
<tr>
<td>11</td>
<td>Planning and Decision-Making</td>
<td>Blackboard slide sets and other</td>
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<td></td>
<td></td>
<td>materials</td>
</tr>
<tr>
<td>12</td>
<td>Surveillance and Public Health Data Assignment 5</td>
<td>Blackboard slide sets and other</td>
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<td></td>
<td></td>
<td>materials</td>
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<tr>
<td>13</td>
<td>Leadership Challenges Assignment 6</td>
<td>Blackboard slide sets and other</td>
</tr>
<tr>
<td></td>
<td></td>
<td>materials</td>
</tr>
<tr>
<td>14</td>
<td><strong>Exam 3</strong></td>
<td>Blackboard slide sets and other</td>
</tr>
<tr>
<td></td>
<td></td>
<td>materials</td>
</tr>
<tr>
<td>15</td>
<td>Final Exam Week</td>
<td>Final Exam Week</td>
</tr>
</tbody>
</table>
Grading Policies

The graded assignments and the percentages of your grade they will constitute are the following:
Exams (3) 75%
Assignments 25%

The grading scale will be as follows:
90-100% = A
80-89% = B
70-79% = C
60-69% = D
0-59% = F

Assignment Instructions:

I. Assignments: This will be an in-class assignment

II. Examinations. will either be a take-home examination or in-class examination.

Attendance and Make-up Policies

Attendance: Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

A university-excused absence is the only excuse acceptable for missing an assignment, quiz, examination or participation credit. For information regarding what constitutes an excused absence, please see http://student-rules.tamu.edu/rule07. For absences related to illness, confirmation of a visit to a health care professional will be required. For other university-excused absences, please see your advisor to ascertain the documents needed to confirm your absence.

Unexcused absences, quizzes and assignments will result in a grade of a 0, for missed participation or assignments.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://student-rules.tamu.edu/rule07) The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

- The student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence. Among the reasons absences are considered excused by the university are the following: (Muster)
- Participation in an activity appearing on the university authorized activity list. (see List of Authorized and Sponsored Activities)
• Death or major illness in a student’s immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse’s child, spouse’s parents, spouse’s grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by faculty member or student’s academic Dean or designee.
• Illness of a dependent family member.
• Participation in legal proceedings or administrative procedures that require a student’s presence.
• Religious holy day. (See Appendix IV.)
• Injury or Illness that is too severe or contagious for the student to attend class.
• **Injury or Illness of three or more days.** For injury or illness that requires a student to be absent from classes for three or more business days (to include classes on Saturday), the student should obtain a medical confirmation note from his or her medical provider. The Student Health Center or an off-campus medical professional can provide a medical confirmation note only if medical professionals are involved in the medical care of the student. The medical confirmation note must contain the date and time of the illness and medical professional’s confirmation of needed absence.
• **Injury or Illness less than three days.** Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
  o Texas A&M University Explanatory Statement for Absence from Class form available at [http://attendance.tamu.edu](http://attendance.tamu.edu).
  o Confirmation of visit to a health care professional affirming date and time of visit.
• An absence for a non acute medical service does not constitute an excused absence.
• Required participation in military duties.
• Mandatory admission interviews for professional or graduate school which cannot be rescheduled.
• Mandatory participation as a student-athlete in NCAA-sanctioned competition.

In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX Coordinator. Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.

**Other Pertinent Course Information**

**Electronic Devices:** Handwritten notes are more effective than type written notes. Additionally screens can be distracting to you and others. Please do not use laptops, tablets, smartphones, or other electronic devices in the classroom unless it is explicitly stated that you do so. Having cell phones or other electronic devices out while taking exams or quizzes will be seen as cheating. You may print your notes and write on them as necessary.

**Blackboard (Bb Statement)**

If this course uses Blackboard (Bb): Within the course Blackboard 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 https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School's homepage. **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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School's Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 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 Blackboard E-Learning. 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.

**End of 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.

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Executive Director, Payroll and HR Services
Title IX Coordinator
979-436-9207
nachlinger@tamhsc.edu
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Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions

1. Course request type: ☑ Undergraduate ☐ Graduate ☐ First Professional (e.g., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name): Department of Public Health Studies (School of Public Health)

3. Course prefix, number and complete title of course: PHLT 441 Strategies for Population Health Improvement

4. Catalog course description (not to exceed 50 words): Case study based course covering the three core functions of public health and strategies for improving population health; focus on case studies exploring multiple types of interventions; involves class discussion, breakout groups, and group assignments.

5. Prerequisite(s): PHLT 302, prior or concurrent enrollment in PHLT 441: Public health major; junior or senior classification; or approval of instructor

Cross-listed with: None
Stacked with: None
Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course? ☐ Yes ☑ No If yes, from ________ to ________

7. Is this a repeatable course? ☐ Yes ☑ No If yes, this course may be taken ________ times.
Will this course be repeated within the same semester? ☑ Yes ☐ No

8. Will this course be submitted to the Core Curriculum Council? ☑ Yes ☐ No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in History)
      Bachelor of Science in Public Health
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in Geography)

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments. Attach approval letters.

11. ☑ I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix Course # Title (excluding punctuation)
    PHLT 441 STRAT POP HEALTH IMPROVMT

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</table>

Approval recommended by:
Gilbert Ramirez (Department Head or Program Chair (Type Name & Sign)) Date

Department Head or Program Chair (Type Name & Sign) Date (if cross-listed course)

Submitted to Coordinating Board by:
Associate Director, Curricular Services

Chair, College Review Committee Date
Dean of College Date
Chair, GC or UCC Date
Effective Date

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Instructor Information

Course title and number: PHLT 441 Strategies for Population Health Improvement
Term: Spring 2016
Meeting times and location: TBD

Instructor Name(s)
Teaching Assistant(s)
Telephone number
Email address
Office hours
Office location

Course Description
This course is a case study based course covering the three core functions of public health and strategies for improving population health. This course will focus on case studies exploring multiple types of interventions. The course will involve class discussion, break-out groups, and group assignments.

Prerequisites
PHLT 302 Foundations of Public Health, prior or concurrent enrollment in PHLT 411 Project management in Public Health; junior or senior classification; public health major; or approval of instructor.

Learning Outcomes and Course Objectives
By completing the class assignments, though participation and by completing the readings, the student will be able to:

<table>
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<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
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<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Identify and describe approaches to community needs assessment.</td>
</tr>
<tr>
<td></td>
<td>Apply knowledge of population health interventions to current community health topics.</td>
</tr>
<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Identify and describe population health interventions.</td>
</tr>
<tr>
<td>Discuss lifestyle behaviors that promote individual and population health and well-being</td>
<td>Identify and describe various interventions on lifestyle behaviors.</td>
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<tr>
<td>Apply multidisciplinary strategies and interventions in addressing public health issues</td>
<td>Identify and describe methods to plan and implement population health interventions.</td>
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<tr>
<td></td>
<td>Describe qualitative and quantitative data collection and management methods.</td>
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<td>Identify and describe methods to evaluate population health interventions.</td>
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<tr>
<td>Apply cultural competencies to public health problems</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>Identify and describe ways that cultural norms and community structures influence implementation of population health interventions</td>
<td>Hunting and Gleason chapter 1</td>
</tr>
<tr>
<td>Apply concepts of planning and management in public health programs</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>Identify and describe methods to plan and implement population health interventions</td>
<td>Hunting and Gleason chapter 2&amp;3</td>
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<tr>
<td>Discuss funding and sustainability of population health interventions</td>
<td>In-class assignment 1</td>
</tr>
<tr>
<td>Integrate and apply knowledge, skills, and principles for health improvement</td>
<td>Blackboard slide sets and other materials</td>
</tr>
<tr>
<td>Apply knowledge of population health interventions to past cases studies and Describe how population health interventions may change with the future.</td>
<td>Hunting and Gleason chapter 4</td>
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</tbody>
</table>

**Textbook and/or Resource Material**

**ISBN-13:** 9780763761318

**Course Topics, Calendar of Activities, Major Assignment Dates**

<table>
<thead>
<tr>
<th>Week</th>
<th>Topic</th>
<th>Reading/Major Assignment</th>
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<tbody>
<tr>
<td>1</td>
<td>Course introduction</td>
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<td>Assessment: feasibility and evidence-based public health</td>
<td>Blackboard slide sets and other materials</td>
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<td></td>
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<td>Hunting and Gleason chapter 2&amp;3</td>
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<tr>
<td>3</td>
<td>Assessment: evidence-based public health</td>
<td>Blackboard slide sets and other materials</td>
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<td>continued and research synthesis</td>
<td>Hunting and Gleason chapter 4</td>
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<td>In-class assignment 2</td>
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<td>4</td>
<td>Policy development: risk communication</td>
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<td></td>
<td></td>
<td>Hunting and Gleason chapter 5&amp;6</td>
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<tr>
<td></td>
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<td>Quiz 1</td>
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<td>Policy development: implementation strategies</td>
<td>Blackboard slide sets and other materials</td>
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<td></td>
<td></td>
<td>Hunting and Gleason chapter 7</td>
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<td>6</td>
<td>Policy development: strategies for building trust and using strengths</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 8&amp;9</td>
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<td>In-class assignment 3</td>
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<td>Policy development: strategies for building coalitions</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 10</td>
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<td>Quiz 2</td>
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<tr>
<td>8</td>
<td>Policy development: handling controversial public health topics and interventions</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 11&amp;12</td>
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<td>In-class assignment 4</td>
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<tr>
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<td>Policy development: race, ethnicity, and gender in interventions</td>
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<td>Hunting and Gleason chapter 13</td>
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<tr>
<td>10</td>
<td>Policy development: disaster and intervention</td>
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<td>Hunting and Gleason chapter 14</td>
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<td>Opportunities</td>
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<tr>
<td>11</td>
<td>Assurance: evaluation and assessment</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 16</td>
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<td>Quiz 3</td>
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<tr>
<td>12</td>
<td>Assurance: perspectives and marketing</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 17&amp;18</td>
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<td>In-class assignment 6</td>
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<tr>
<td>13</td>
<td>Assurance: evaluation and assessment</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 19&amp;21</td>
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<td>In-class assignment 7</td>
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<tr>
<td>14</td>
<td>Assurance: privacy issues and other controversies</td>
<td>Blackboard slide sets and other materials</td>
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<td>Hunting and Gleason chapter 20</td>
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<td>Quiz 4</td>
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<tr>
<td>15</td>
<td>Final Exam Week</td>
<td>Final Exam Week</td>
</tr>
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</table>

**Grading Policies**

The graded assignments and the percentages of the student’s grade they will constitute are the following:

<table>
<thead>
<tr>
<th>Assignments</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>In-Class Assignments (7)</td>
<td>70 %</td>
</tr>
<tr>
<td>Quizzes (4)</td>
<td>20 %</td>
</tr>
<tr>
<td>Homework (2)</td>
<td>10 %</td>
</tr>
</tbody>
</table>

The grading scale will be as follows:

- 90-100% = A
- 80-89% = B
- 70-79% = C
- 60-69% = D
- 0-59% = F

Assignment instructions:

I. **Quizzes**: Four quizzes will be given in class during the semester on reading assignments, class lectures, and discussions. Make-up for university-excused absences is discussed below.

II. **Homework**: Two homework assignments will be assigned during this course. Each assignment is due at the beginning of class (before presentations or discussions) on the assigned due date. These assignments will be short answer case study analyses.

III. **In-Class Assignments**: Communication and group work is essential in public health work. Students will work in groups to respond to an aspect of case studies in these assignments. Assignment focus and reporting will vary depending on the weekly topic. Each student will have a role to play in their group’s work that week. Roles will be switched for each assignment.

**Attendance and Make-up Policies**

**Attendance**: Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

Unexcused absences or missed homework, quizzes, examinations, and presentations will result in a grade of a 0.
If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details (http://student-rules.tamu.edu/rule07) The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

- The student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence. Among the reasons absences are considered excused by the university are the following: *(Muster)*
- Participation in an activity appearing on the university authorized activity list. (see List of Authorized and Sponsored Activities)
- Death or major illness in a student’s immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse’s child, spouse’s parents, spouse’s grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by faculty member or student’s academic Dean or designee.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student’s presence.
- Religious holy day. (See Appendix IV.)
- Injury or Illness that is too severe or contagious for the student to attend class.

**Injury or illness of three or more days.** For injury or illness that requires a student to be absent from classes for three or more business days (to include classes on Saturday), the student should obtain a medical confirmation note from his or her medical provider. The Student Health Center or an off-campus medical professional can provide a medical confirmation note only if medical professionals are involved in the medical care of the student. The medical confirmation note must contain the date and time of the illness and medical professional’s confirmation of needed absence.

**Injury or illness less than three days.** Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
- Confirmation of visit to a health care professional affirming date and time of visit.
- An absence for a non acute medical service does not constitute an excused absence.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be rescheduled.
- Mandatory participation as a student-athlete in NCAA-sanctioned competition.

In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX Coordinator.

Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.
Other Pertinent Course Information

Blackboard (Bb Statement)

If this course uses Blackboard (Bb): Within the course’s Blackboard 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 https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School's homepage. **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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School's Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 **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 Blackboard E-Learning. 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.

End of 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

Our mission is to create and apply knowledge acquired from the disciplines of public health to the education of public health leaders and practitioners through our research, practice, and service in the state of Texas, nationally, and globally.

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, in Cain Hall, Room B118, or call 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.

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; it is not a contract between the student and the institution. It is subject to change. These changes will be 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.
Texas A&M University
Departmental Request for a New Course
Undergraduate • Graduate • Professional
• Submit original form and attach a course syllabus.

Form Instructions:

1. Course request type:
   - Undergraduate
   - Graduate
   - First Professional (e.g., DVM, JD, MD, etc.)

2. Request submitted by (Department or Program Name):
   - Department of Public Health Studies (School of Public Health)

3. Course prefix, number and complete title of course:
   - PHLT 445 Population Health Culminating Experience

4. Catalog course description (not to exceed 50 words):
   Designed to combine students’ knowledge and skills related to public health experience and coursework to address public health issues; student groups will work through the process of developing, implementing, and evaluating public health interventions; each student will have an assigned role and responsibilities in the group assignments and presentation.

5. Prerequisite(s):
   - Prior or concurrent enrollment in PHLT 441; Public health major, junior or senior classification; or approval of instructor
   - Cross-listed with: None
   - Stacked with: None
   - Cross-listed courses require the signature of both department heads.

6. Is this a variable credit course?
   - Yes
   - No
   - If yes, from _______ to _______

7. Is this a repeatable course?
   - Yes
   - No
   - If yes, this course may be taken _______ times.
   - Will this course be repeated within the same semester?
   - Yes
   - No

8. Will this course be submitted to the Core Curriculum Council?
   - Yes
   - No

9. This course will be:
   a. required for students enrolled in the following degree program(s) (e.g., B.A. in history)
      - Bachelor of Science in Public Health
   b. an elective for students enrolled in the following degree program(s) (e.g., M.S., Ph.D. in geography)

10. If other departments are teaching or are responsible for related subject matter, the course must be coordinated with these departments.
    Attach approval letters.

11. I verify that I have reviewed the FAQ for Export Control Basics for Distance Education (http://vpr.tamu.edu/resources/export-controls/export-controls-basics-for-distance-education).

12. Prefix: PHLT
    Course #: 445
    Title (excluding punctuation): POP HEALTH CULMINATING

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<th>Lab</th>
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<th>Admin. Unit</th>
<th>Acad. Year</th>
<th>FICE Code</th>
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<table>
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<tr>
<th>Approval recommended by:</th>
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<tbody>
<tr>
<td>Gilbert Ramirez</td>
</tr>
<tr>
<td>Department Head or Program Chair (Type Name &amp; Sign) Date</td>
</tr>
<tr>
<td>Jay Maddock</td>
</tr>
<tr>
<td>Dean of College Date</td>
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<table>
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<tr>
<th>Submitted to Coordinating Board by:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Director, Curricular Services Date</td>
</tr>
</tbody>
</table>

Questions regarding this form should be directed to Sandra Williams at 845-8201 or sandra-williams@tamu.edu.
Curricular Services – 04/14
Course title and number: PHLT 445 Public Health Culminating Experience
Term: Spring 2016
Meeting times and location: TBD

Instructor Name(s)
Teaching Assistant(s)
Telephone number
Email address
Office hours
Office location

Course Description
This course is designed to combine students’ knowledge and skills related to public health experience and coursework to address public health issues. Students will work through the process of developing, implementing, and evaluating public health interventions in groups. The ability to work in and lead groups is essential for public health careers, thus students will have the opportunity to fill different roles in their groups throughout the semester.

Prerequisites
PHLT 302 Foundations of Public Health, prior or concurrent enrollment in PHLT 441 Strategies for Population Health Improvement; junior or senior classification; public health major; or approval of instructor.

Learning Outcomes and Course Objectives
By completing the class assignments, though participation and by completing the readings, the student will be able to:

<table>
<thead>
<tr>
<th>BSPH Learning Outcomes</th>
<th>Course Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recognize major public health issues for populations on a social, community, and global scale</td>
<td>Describe and apply approaches to community needs assessment.</td>
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<td></td>
<td>Apply knowledge of population health interventions to current community health topics.</td>
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<tr>
<td></td>
<td>Analyze and develop community assessments</td>
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<tr>
<td>Describe multidisciplinary and ecological public health issues and concerns</td>
<td>Compare and contrast population health interventions.</td>
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<td>Discuss lifestyle behaviors that promote individual and population health and well-being</td>
<td>Describe various interventions on lifestyle behaviors.</td>
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<td>Apply multidisciplinary strategies and interventions in addressing public health issues</td>
<td>Identify and describe methods to plan and implement population health interventions.</td>
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<td>Develop methods to plan and implement population health interventions. Develop funding and sustainability strategies for population health interventions</td>
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<td>Apply knowledge of population health interventions to past cases studies and Describe how population health interventions may change with the future.</td>
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**Textbook and/or Resource Material**

**Required:** none


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<td>Policy development: risk communication</td>
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70-79% = C
60-69% = D
0-59% = F

Assignment instructions:
I. Quizzes: Four quizzes will be given in class during the semester on reading assignments, class lectures, and discussions. Make-up for university-excused absences is discussed below.

II. Homework: Two homework assignments will be assigned during this course. Each assignment is due at the beginning of class (before presentations or discussions) on the assigned due date. These assignments will be short answer case study analyses.

III. In-Class Assignments: Communication and group work is essential in public health work. Students will work in groups to respond to an aspect of case studies in these assignments. Assignment focus and reporting will vary depending on the weekly topic. Each student will have a role to play in their group’s work that week. Roles will be switched for each assignment.

Attendance and Make-up Policies
**Attendance:** Attendance is required in this class. All students are expected to arrive on time and be ready to actively participate in lecture every day.

Unexcused absences or missed homework, quizzes, examinations, and presentations will result in a grade of a 0.

If an absence is excused, the instructor will either provide the student an opportunity to make up any work that contributes to the final grade or provide a satisfactory alternative by a date agreed upon by the student and instructor. If the instructor has a regularly scheduled make up exam, students are expected to attend unless they have a university approved excuse. The make-up work must be completed in a timeframe not to exceed 30 calendar days from the last day of the initial absence. The reasons absences are considered excused by the university are listed below. See Student Rule 7 for details ([http://student-rules.tamu.edu/rule07](http://student-rules.tamu.edu/rule07)). The fact that these are university-excused absences does not relieve the student of responsibility for prior notification and documentation. Failure to notify and/or document properly may result in an unexcused absence. Falsification of documentation is a violation of the Honor Code.

- The student is responsible for providing satisfactory evidence to the instructor to substantiate the reason for absence. Among the reasons absences are considered excused by the university are the following: (2) Muster
- Participation in an activity appearing on the university authorized activity list. ([see List of Authorized and Sponsored Activities](http://student-rules.tamu.edu/rule07))
- Death or major illness in a student’s immediate family. Immediate family may include: mother, father, sister, brother, grandparents, spouse, child, spouse’s child, spouse’s parents, spouse’s grandparents, stepmother, step-father, step-sister, step-brother, step-grandparents, grandchild, step-grandchild, legal guardian, and others as deemed appropriate by faculty member or student’s academic Dean or designee.
- Illness of a dependent family member.
- Participation in legal proceedings or administrative procedures that require a student’s presence.
- Religious holy day. (See Appendix IV.)
- Injury or Illness that is too severe or contagious for the student to attend class.
- **Injury or illness of three or more days.** For injury or illness that requires a student to be absent from classes for three or more business days (to include classes on Saturday), the student should obtain a medical confirmation note from his or her medical provider. The Student Health Center or an off-campus medical professional can provide a medical confirmation note only if medical professionals are involved in the medical care of the student. The medical confirmation note must contain the date and time of the illness and medical professional’s confirmation of needed absence.
- **Injury or illness less than three days.** Faculty members may require confirmation of student injury or illness that is serious enough for a student to be absent from class for a period less than three business days (to include classes on Saturday). At the discretion of the faculty member and/or academic department standard, as outlined in the course syllabus, illness confirmation may be obtained by one or both of the following methods:
  o Texas A&M University Explanatory Statement for Absence from Class form available at [http://attendance.tamu.edu](http://attendance.tamu.edu).
  o Confirmation of visit to a health care professional affirming date and time of visit.
- An absence for a non acute medical service does not constitute an excused absence.
- Required participation in military duties.
- Mandatory admission interviews for professional or graduate school which cannot be rescheduled.
- Mandatory participation as a student-athlete in NCAA-sanctioned competition.

In accordance with Title IX of the Educational Amendments of 1972, Texas A&M University shall treat pregnancy (childbirth, false pregnancy, termination of pregnancy and recovery therefrom) and related conditions as a justification for an excused absence for so long a period of time as is deemed medically necessary by the student’s physician. Requests for excused absence related to pregnancy should be directed to the instructor; questions about Title IX should be directed to the University Title IX
Coordinator. Other absences may be excused at the discretion of the instructor with prior notification and proper documentation. In cases where prior notification is not feasible (e.g., accident or emergency) the student must provide notification by the end of the second working day after the absence, including an explanation of why notice could not be sent prior to the class.

**Other Pertinent Course Information**

**Blackboard (Bb Statement)**

If this course uses Blackboard (Bb): Within the course’s Blackboard 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 https://tamhsc.blackboard.com or look for Quick Links on the bottom of the School's homepage. **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). Please note that the Blackboard emails and the SPH emails are the same. If you continue to have trouble accessing the course web site please contact John Lingsweiler in the School’s Office of Academic Assessment and Instructional Technology. John may be reached at (979) 458-3032 or at lingsweiler@tamhsc.edu. You will need to possess the required computing technology to be successful in an online course. All computing problems or other technical issues can be routed to the TAMHSC Help Desk at helpdesk@tamhsc.edu via E-mail, or phoned to 979-862-8029 or 1-800-799-7472 **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 Blackboard E-Learning. 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.

**End of 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**

Our mission is to create and apply knowledge acquired from the disciplines of public health to the education of public health leaders and practitioners through our research, practice, and service in the state of Texas, nationally, and globally.

**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, in Cain Hall, Room B118, or call 845-1637. For additional information visit [http://disability.tamu.edu](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](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](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.

**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; it is not a contract between the student and the institution. It is subject to change. These changes will be 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.