

## Syllabus

### Community Partnerships and Advocacy Course Prefix & Number (PHC 6120)

Summer 2008

- Dates:** May 12-June 20, 2008
- Location:** Blackboard: <http://my.usf.edu> > PHC6120.allA08
- Credit Hours:** 3
- Pre-Requisites:** CI
- Delivery Format:** web-based, including discussions, chats, web based readings and assignments
- Required Materials:** DSL/Cable internet connection, microphone and headset. All reading materials are web based or available on line from USF library

## Course Content and Delivery:

Purpose:	To examine components of effective community building.
Course Description :	Designed to familiarize students with key aspects of developing partnerships among private and public sector organizations for the purposes of assessing and improving the health of communities. Particular skills include coalition development, developing a constituency/partnership, advocacy, team building and leadership.
Objectives:	<ul style="list-style-type: none"><li>• Investigate community building evidence, concepts and principles</li><li>• Explain the need for broad-based community partnerships to improve the health of a community.</li><li>• Examine the leadership skills needed to facilitate partnerships among community based health care constituents.</li><li>• Apply the components and principles of community assessment, planning and evaluation in addressing the health of a community.</li><li>• Analyze the development and impact of grass roots advocacy upon public health.</li><li>• Discuss various methods for building constituencies eg conflict resolution and consensus building.</li><li>• Articulate a set of personal values that provide guidance for advocacy activities.</li></ul>
Format:	The course is structured into five 'modules' which contain units containing self-paced learning activities and some interactive activities (e.g. discussions, chats). On line course work will need to be completed by June 13 <sup>th</sup> and the last week of the semester will be for students to finish specific assignments. Students will primarily learn in work groups of 5-6 students.
Instructional Strategies:	Audio power point presentations, discussions, chat groups, work group assignments, individual assignments,

## Faculty, TA/GA and Technical Assistance Contact Information:

### Instructor Information:

Instructor Name: Elizabeth Gulitz, PhD  
Office/ mailing address: University of South Florida College of Public Health, CFH Dept

Phone: Cell (707) 362-0211  
Fax:  
Email address: [egulitz@health.usf.edu](mailto:egulitz@health.usf.edu)  
Preferred method of contact: Email or phone  
Reply policy: Will reply to email inquiries within 24 hours during normal business hours

### Instructor Information

1. Instructor Name Dee Jeffers, MPH  
Office address: University of South Florida College of Public Health, Chiles Center

Email address: [djeffers@health.usf.edu](mailto:djeffers@health.usf.edu)  
Preferred method of contact: Email  
Reply policy: Will reply to email inquiries within 24 hours during normal business hours. For urgent situations call (813)857-1102

**Assistance:**

Technical problems: (accessing course, course materials, links, videos, presentations, documents, assignment submission)	Use the 'Technical Problem Report Form' located under the 'Tech Assistance' button on the course website. Select any of the available options. Students will receive a reply WITHIN 24 hours via phone or email based on student preference.  During normal business days (M-F 8:30am-5:00pm) students can contact the Office of Educational Technology and Assessment at 1-888-USF-COPH (option #3)
During exams:	NA.
Course Content questions:	Email instructor
Synchronous sessions:	
Request Make-up exams:	NA
Confidential problems:	Preferred method to contact Instructor.

## Grading/Assessment/Criteria:

Grading System: There are points assigned to various activities each week. The course contains a total of 130 points

Grading Scale: Official USF Grading Scale:  
[http://publichealth.usf.edu/academicaaffairs/academic\\_procedures.html](http://publichealth.usf.edu/academicaaffairs/academic_procedures.html)

This course uses the + - grading system

Grade	Points Earned
A+	123-130
A	121-124
A-	116-120
B+	110-115
B	105-109
B-	100-104
C+	95-99
C	91-94
C-	86-90
D+	82-85
D	78-81
D-	73-77
F	72 and below

Types of assessments: There will be group discussion questions, individual and group assignments. There is one module per week and the accompanying assignments will need to be completed within the assigned week. Discussion responses are expected to be thoughtful and incorporate an understanding and application of the course content. Group work requires all group members to be timely and thorough with their contributions. All students are expected to complete the module before responding to the assignments.

'Incomplete' policy: COPH policy: [http://publichealth.usf.edu/academicaaffairs/academic\\_procedures.html](http://publichealth.usf.edu/academicaaffairs/academic_procedures.html)

Assessment Schedule: Each module has a series of assignments in the assignment section and each assignment has a due date and time.

## Instructor Policies:

Grading Policies: Instructors will give timely feedback on discussions and assignments. Each assignment has points assigned and our grade is final.

Make-up Policy: none

Late Assignments/  
Incorrect method of submission: If there are **extenuating** circumstances and you cannot complete the current week's assignment, please contact the instructors ASAP to make individual arrangements. Contact after the week's assignments are due is not acceptable. Group assignments have to be handed in on time.

Extra Credit Policy:	NA
Plagiarism, dishonesty and cheating	We use safe assignment as needed and follow the university's policy on plagiarism, cheating and dishonesty (see links below)
Schedule change policy:	We will notify you as soon as possible if there are course changes
Field Trip Policy:	NA
Use of Public Computers:	It is your responsibility to have continuous access to this course
Netiquette:	Provide netiquette guidelines <a href="http://itt.usf.edu/publichealth/standards/syllabus/Online_Netiquette.pdf">http://itt.usf.edu/publichealth/standards/syllabus/Online_Netiquette.pdf</a>
Student Expectations:	As indicated previously, each student and group must complete its weekly work before moving to the next module
What to expect of the Instructor:	We will respond to assignments, inquiries and discussions in a timely manner-We believe that interaction on line is readily accomplished by students and instructors interacting to promote learning. We are more interested in how you integrate your own experiences working with communities, accessing relevant information, interacting with other students and course content than having you memorize details.
Permission to use lecture:	Please seek instructor permission to use information from presentations

#### **Institutional Policies:**

Link to Student Handbook	<a href="http://www.sa.usf.edu/handbook/">http://www.sa.usf.edu/handbook/</a>
Student Conduct:	USF Student Rights/Responsibilities: <a href="http://www.sa.usf.edu/handbook/rights/StudentRightsResponsibilities.htm">http://www.sa.usf.edu/handbook/rights/StudentRightsResponsibilities.htm</a> USF Student Code of Conduct: <a href="http://www.sa.usf.edu/handbook/rights/StudentCodeofConduct.htm">http://www.sa.usf.edu/handbook/rights/StudentCodeofConduct.htm</a>
Academic Dishonesty/Plagiarism:	Graduate courses <a href="http://catalog.grad.usf.edu/currentpdf/USF_Graduate_Catalog_2005_2006_section_6.pdf">http://catalog.grad.usf.edu/currentpdf/USF_Graduate_Catalog_2005_2006_section_6.pdf</a> Undergraduate courses <a href="http://www.sa.usf.edu/handbook/academics/ImportantAcademicPolicies.htm">http://www.sa.usf.edu/handbook/academics/ImportantAcademicPolicies.htm</a>
Special Accommodations:	<a href="http://www.asasd.usf.edu/index.htm">http://www.asasd.usf.edu/index.htm</a>
Holidays and Religious Observances:	<a href="http://www.sa.usf.edu/handbook/policies/ReligiousPracticesPolicy.htm">http://www.sa.usf.edu/handbook/policies/ReligiousPracticesPolicy.htm</a>

## Technology Requirements and Tools

Technology Checklist:	Link to basic technology requirements includes list of hardware and link to download required software: <a href="http://publichealth.usf.edu/eta/students_tech_requirements.htm">http://publichealth.usf.edu/eta/students_tech_requirements.htm</a>
Special Technology Requirements for this course:	Describe if applicable. Provide link if applicable for specifications and any tutorials
Pre-requisite skills:	Describe any technology skills required before taking this course.

## Resources for online learners

USF ID, NetID, Emails:	<a href="http://publichealth.usf.edu/eta/pdf/Accessing%20Online%20Courses%20within%20MYUSF.pdf">http://publichealth.usf.edu/eta/pdf/Accessing%20Online%20Courses%20within%20MYUSF.pdf</a>
Library Resources:	'How to Find a Journal Article': <a href="http://itt.usf.edu/publichealth/library/tutorial/index.html">http://itt.usf.edu/publichealth/library/tutorial/index.html</a> USF Library Resources and services: <a href="http://www.lib.usf.edu/">http://www.lib.usf.edu/</a>
How to Navigate in Blackboard:	<a href="http://www.cte.usf.edu/rdpres/bbsim/bb3studentnav1.htm">http://www.cte.usf.edu/rdpres/bbsim/bb3studentnav1.htm</a>
Plagiarism:	Tutorial on Plagiarism for Students: <a href="http://www.cte.usf.edu/plagiarism/plag.html">http://www.cte.usf.edu/plagiarism/plag.html</a> Instructions to submit an assignment using safe assignment: <a href="http://itt.usf.edu/technology/plagiarism/studentman.pdf">http://itt.usf.edu/technology/plagiarism/studentman.pdf</a>
How to Use the Assignment Submission Tool:	<a href="http://itt.usf.edu/technology/Assignmenttoollarge.html">http://itt.usf.edu/technology/Assignmenttoollarge.html</a>
How to use the Journal Tool:	<a href="http://itt.usf.edu/technology/Teams%20LX/JournalUsersGuide.pdf">http://itt.usf.edu/technology/Teams%20LX/JournalUsersGuide.pdf</a>
How to Use the Teams Site Tool:	<a href="http://itt.usf.edu/technology/Teams%20LX/teamsUserGuide.pdf">http://itt.usf.edu/technology/Teams%20LX/teamsUserGuide.pdf</a>
How to Create a Citation:	<a href="http://owl.english.purdue.edu/handouts/research/r_apa.html#General%20Format">http://owl.english.purdue.edu/handouts/research/r_apa.html#General%20Format</a>
APA Style:	<a href="http://www.isr.bucknell.edu/img/assets/6535/apa.pdf">http://www.isr.bucknell.edu/img/assets/6535/apa.pdf</a> Using APA style to cite internet sources: <a href="http://www.bedfordstmartins.com/online/cite6.html">http://www.bedfordstmartins.com/online/cite6.html</a>

## Course Schedule

<b>Schedule (Subject to Change)</b>			
<b>Dates</b>			<b>Topics</b>
May 12-18	Module 1		Principles and Concepts of Community Engagement
		Unit 1	Images of Public Health
			Social Capital, Health Promotion, Community Diversity and Cultural Competency
		Unit 2	Health and Health Care Disparities
May 19-25	Module 2		Coalitions and Engaging the Community
		Unit 1	Principles of Coalition Building
		Unit 2	Indicators of Successful Coalitions
		Unit 3	Leadership Skills for Working with Communities
May 26-June 1	Module 3		Developing and Evaluating Programs
		Unit 1	Introduction to Community Based Planning and Evaluation
			Evidence Based Practice
		Unit 2	Planning Tools
			Strategic Planning Principles
		Unit 3	Evaluating Community Based Programs
June 2-8	Module 4		Advocacy
		Unit 1	Advocacy Principles
		Unit 2	Advocates and Values
		Unit 3	Developing an Advocacy Plan
		Unit 4	Useful Advocacy Tools
June 9-15	Module 5		Tools for Successful Community Organizations
		Unit 1	Non-Profits and Boards
		Unit 2	Conflict Resolution
		Unit 3	Effective Meetings
June 16-20	Wrap up		Groups Complete their Advocacy Plan