Instructor Name: Denise Nelson-Hurwitz, PhD
Phone: (808) 956-3089 (office) or 754-5288 (cellular)
Email: denisene@hawaii.edu
Office Location: BioMed D-203
Office Hours: By appointment only

Course Description
This course is designed to allow students to execute an independent, supervised, applied learning project, which is part of the public health undergraduate capstone experience. Based on an applied learning project proposal, developed through the PH 480 (Application of Public Health Principles in Research & Practice) course, students will be involved in independent research projects under the supervision of both the course instructor and an appropriate, approved, identified project mentor or advisor. All Applied Learning Experiences should be conducted for 100 – 120 hours of project time.

Student Learning Objectives for the Course
1. Integrate theory with practice and application of knowledge
2. Provide a place outside the classroom for clarifying values/beliefs and testing methods, skills, tools, and techniques
3. Address “real world” problems through research, problem solving, and service
4. Identify potential public health problems and issues
5. Assist in defining and solving health problems by using existing data or collecting new information

Required Text: There are no required texts.

Course Schedule
There is no formal course schedule. Students will be involved in working independently under the supervision of both the course instructor and an identified, approved mentor/advisor.

Course Policies
Do the assignments on-time. All students are expected to complete all course assignments at undergraduate-level proficiency. It is the student’s professional responsibility to be aware of the assignment deadlines and make the instructor aware of any reasons why you may not be able to meet them before the deadline passes. Your grade for the course can, and will, be affected by late work. Points will be deducted for late assignments, especially if no communication has been made before the deadline passes.

Grades. Final grades are based on completed assignments and assessed assignment quality. All assignments must be completed for a passing grade. There will be no extra credit assignments. Submit mentor agreement form with required signatures in hard copy to the instructor’s departmental mailbox in BioMed D-204, or through the drop box system in Laulima system at https://laulima.hawaii.edu/portal. Points will be deducted for late assignments. Grades can and will be affected by late work.

Conduct Code—Do original work. Plagiarism is unacceptable and will result in a failing grade for the assignment and possibly for the course, depending on the extent of the violation. Please be familiar with the University of Hawai‘i Student Conduct Code, available online, at the Office of Student Affairs at the Student Services.

Appointments with instructor. Students are required to meet with the course instructor twice during the semester to discuss individual projects. In addition to this, students are welcomed and encouraged to meet with the course instructor to review their progress, or clarify course assignments and expectations. Please use the Appointy online scheduling system, or contact the instructor by email, or by phone to set up appointments.

Human Studies, IRB, & Original data collection. With any research activities, the student also must obtain approval from the University’s Committee on Human Studies through the Institutional Review Board (IRB) (applications available at www.hawaii.edu/irb). Students completing original quantitative data collection studies must also schedule an initial
consultation meeting with, or be directly supervised by epidemiology faculty: Dr. Andy Grandinetti, Dr. Eric Hurwitz, Dr. Al Katz, or Dr. Yan Yan Wu.

**Demonstration of Professionalism.** Students are expected to conduct themselves with a high level of professionalism throughout the course and execution of applied learning projects.

**Description of Course Assignments:**

**Two Mandatory Meetings with Course Instructor:** The first required meeting should be scheduled between the student and instructor, with identified mentor/advisor if available, within the first month of the semester (May/mid-June). This meeting will discuss project objectives and provide guidance for execution as appropriate. The second meeting should be scheduled within the final month of the semester (August), and will discuss how project objectives were met or revised. In addition to mandatory meetings, students are welcome and encouraged to meet with the course instructor as needed to assist in progress and development of their projects.

**Submission of Signed Mentor/Advisor Agreement Form:** Using the provided form, students will obtain agreement from an identified project mentor or advisor. Mentor/advisors may be University of Hawai’i faculty members, University of Hawai’i graduate students, or Community Members as appropriate to the specific project. These individuals will be responsible for providing guidance and supervision for the student throughout the applied learning experience, as well as assessing student professional performance at the conclusion of the course. Students are encouraged to draft project objectives and deliverables for instructor review prior to collecting signatures. Signed agreement forms must be submitted to course instructor either hard copy or electronically (with signatures) within the first month of the semester.

**Paid Liability Insurance:** Liability insurance is required of all students completing their Applied Learning Experience. Submit payment of the $15.00 liability insurance premium at Office of Public Health Student Academic Services (OPHSAS) located in Biomed D-204. Only checks or money order are accepted; make payable to “University of Hawai‘i” and add the student’s name to the memo section of the check. Liability insurance premium must be paid within the first month of the semester.

**Monthly Blogs:** Students will be required to write monthly blogs on the course Laulima site, through the “Clogs” section. **Blogs are due by 12 am (midnight) on the first working day of each month.** These blogs should address project progress made throughout the month, specifically discussing any challenges encountered and steps taken to overcome them. There should also be linkages made between project implementation and public health methods, skills, tools, and/or techniques.

**Final Assessment of Advisor or Mentor:** Using the provided online assessment form, the advisor/mentor will be asked to assess the student’s professional performance throughout the applied learning experience. Assessment will include meeting project objectives in a timely and appropriate manner, demonstration of professionalism through the experience, and overall assessment of project quality. Final assessments will be sent directly to the advisor/mentor at the completion of the student’s 100 project/experience hours by the instructor, (students will not receive the final assessments themselves). It is the responsibility of the student to inform the instructor of project completion.

**Grading Scale for Class Assignments:**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Total Points</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meet the objectives and deliverables of project as presented in two Mandated Meetings with Instructor (5 points per mtg)</td>
<td>10</td>
<td>10%</td>
</tr>
<tr>
<td>Submission of Signed Mentor/Advisor Agreement Form</td>
<td>5</td>
<td>5%</td>
</tr>
<tr>
<td>Paid Liability Insurance</td>
<td>5</td>
<td>5%</td>
</tr>
<tr>
<td>Monthly Blogs (5 points per blog)</td>
<td>20</td>
<td>20%</td>
</tr>
<tr>
<td>Final Evaluation of project completion as documented through online evaluation from Advisor/Mentor</td>
<td>60</td>
<td>60%</td>
</tr>
</tbody>
</table>

**Grading Scale:** This course will use the “+ / -” grading system

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = 90-100</td>
<td>Excellent, distinctive work. Demonstrates sophisticated understanding: Nuanced and insightful account, powerful and effective application of concepts, frameworks and theories discussed in class and articulated in written work.</td>
</tr>
<tr>
<td>B = 80-89</td>
<td>Above average work. Demonstrates accomplished understanding: Thorough, well-documented account; adequate and apt application of concepts, frameworks and theories discussed in class and articulated in written work.</td>
</tr>
</tbody>
</table>
### University Policies for Opportunity and Accommodation:

#### Equal Opportunity and Affirmative Policy
The University of Hawai‘i is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, citizenship, disability, genetic information, marital status, breastfeeding, income assignment for child support, arrest and court record (except as permissible under State law), sexual orientation, national guard absence, status as a covered veteran, pregnancy, and domestic or sexual violence victim status. This policy covers admission and access to and participation, treatment, and employment in the University’s programs and activities.

For more information on equal opportunity and affirmative action policies and complaint procedures for the UH Mānoa Campus, contact:

Students: Lori Ideta, Assistant Vice Chancellor & Dean of Students, EEO/AA, Title IX & ADA Coordinator Ph.-956-3290 (V/T);
Email ideta@hawaii.edu

Employees: Mie Watanabe, EEO/AA Director, Title IX & ADA Coordinator Ph. 956-7077; Email -eeo@hawaii.edu

Students with Disabilities: Ann Ito, KOKUA Program Director Ph. 956-7511 (V/T); Email kokua@hawaii.edu

#### Accommodations
A student who may need an accommodation based on the impact of a disability is invited to contact me privately within the first weeks of the course. I would be happy to work with you and the KOKUA Program (Office for Students with Disabilities) to ensure reasonable accommodations in my course. KOKUA can be reached at 808-956-7511 or 808-956-7612 (voice/text) in room 013 of the Queen Liliuokalani Center for Student Services.

For counseling-related services, please contact the UHM Counseling Center at 808-956-7927, or visit their website: [http://manoa.hawaii.edu/counseling/](http://manoa.hawaii.edu/counseling/)

### B.A. Public Health Competencies Addressed

#### Role and Importance of Data in Public Health
3. Review fundamental statistical concepts and apply them in elementary research analyses.

#### Project Implementation
1. Explore the fundamental concepts and features of a public health-related project.
2. Use information literacy skills such as locating and evaluating pertinent public health information
3. Generate research questions, analyze and present data, and interpret and discuss findings.
4. Exhibit critical thinking and analytical abilities, including the capacities to engage in inductive and deductive thinking, quantitative reason, and to construct sound arguments

#### UH Mānoa Institutional Learning Objectives for Undergraduate Students
1. Know – Breadth and Depth of Knowledge
   1b. Specialized study in an academic field (Public Health)
   1c. Understand Hawaiian culture and history

2. Do – Intellectual and Practical Skills
   2a. Think critically and creatively
      • Solving challenging & complex problems
• Applying questioning and reasoning
• Generating and exploring new questions
• Being information literate

2c. Communicate & Report
• Written and oral communication
• Working cooperatively and collaboratively
• Technology/computer-based communication
• Listening

3. Value – Personal and Social Responsibility
   3a. Continuous learning and personal growth
       • Self-assessment/ reflection/ discipline
       • Ethical behaviors and judgments
       • Intellectual curiosity
       • Habits of scholarly inquiry
   3b. Respect for people and cultures, in particular Hawaiian culture
       • Respect for differences in cultural and personal identity
       • Social justice
       • Cultural awareness
   3c. Stewardship of the natural environment
       • Respect for natural resources
       • Sustainability