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PUBH 3330- Modifying Health Behaviors

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Georgia Southern University
Jiann-Ping Hsu College of Public Health
PUBH 3330- Modifying Health Behaviors
Fall 2019

Instructor: James Thomas, MPH
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Phone: (912) 478-0713
E-Mail Address: jamesthomas@georgiasouthern.edu
Office Hours: Tuesday and Thursdays 1:00-4:00pm
Class Meets: Monday, Wednesday 2:30pm-3:45pm; Education Building, Room 1127

Course Catalog available at:
<http://em.georgiasouthern.edu/registrar/resources/catalogs/>
under Jiann-Ping Hsu College of Public Health Programs

Prerequisites: A minimum grade of "C" in PUBH 2131 (Introduction to Community and Public Health).

FOLIO Access: <https://my.georgiasouthern.edu/portal/portal.php>

Catalog Description

his course examines the major theoretical models used in public health practice for modifying health behavior. The efficacy of interventions in relation to current practices in public health, best practices and applications of theory-driven health behavior change are studied within the context of community-based settings. The focus of the class is to identify the critical factors necessary to create health behavior change in order to address the current Healthy People goals and objectives.

Required Textbook:

Hayden, J. (2014). Introduction to health behavior theory (3rd ed).
Burlington, MA: Jones & Bartlett.

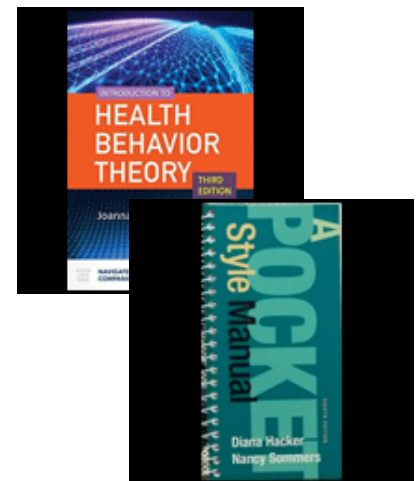
Hacker, D. & Sommers, N. (2018). A pocket style manual (8th ed).
Boston, MA: Macmillan Learning.

Folio readings: Additional readings are posted under each learning module.

Recommended Texts:

APA (2009). Publication manual of the American Psychological Association.
(6th ed). Washington, D.C.: American Psychological Association

Strunk, W. & White, E.B. (2000). Elements of style (4th ed). Essex, England: Pearson Education Limited.



National Cancer Institute. (2005). Theory at a glance: A guide to health promotion practice (2nd ed). available at

<https://www.sbccimplementationkits.org/demandrmnch/wp-content/uploads/2014/02/Theory-at-a-Glance-A-Guide-For-Health-Promotion-Practice.pdf>

BSPH Core Student Learning Outcomes (CORE)

1. Students will develop a health promotion program plan to assess needs and capacities that affect a selected community's health (Assessment: Needs Assessment portion of the program plan)
2. Students will apply public health evidence-based strategies to the development of health programs. (Assessment: program plan & executive summary; systematic literature review)
3. Students will demonstrate the ability to apply cultural competence strategies in public health practice and communication (Assessment: Health Education and Promotion press kit; Health promotion planning executive summary)
4. Students will create strategies for promoting health improvement and disease prevention (Assessment: Environment and your health project)

BSPH Competencies

1. Assess population needs, assets, and capacities that affect communities' health.
2. Apply cultural values and evidence-based practices to the design or implementation of public health programs.
3. Integrate cultural competence in public health practice and communication
4. Understand the organization and function of global and domestic health systems
5. Promote strategies for health improvement and disease prevention

CEPH Concentration Competencies

Public Health Communication

The ability to communicate public health information, in both oral and written forms, through a variety of media and to diverse audiences.

Information Literacy

The ability to locate, use, evaluate and synthesize public health information.

CEPH BSPH Competencies

Public Health Communication

The ability to communicate public health information, in both oral and written forms, through a variety of media and to diverse audiences.

Information Literacy

The ability to locate, use, evaluate and synthesize public health information.

Performance-Based Objectives Linked to Course Activities (Note: Assessment Activities Described in Next Section)

Course Objectives

As the result taking this course, each student should be able to accomplish the following objectives:

1. Describe various health behavior theories and discuss, in detail, the assumptions that underlie the model.
2. Given a particular set of circumstances regarding health behavior, the student can explain the behavior using a variety of theoretical models.
3. Discuss the relationships that exist between health attitudes and health behavior.
4. Predict health behavior given a set of circumstances regarding health knowledge and knowledge.
5. Given a particular health problem the student can identify and explain the most likely action be taken by a member of a designated group.
6. Identify and explain theoretical factors that should be considered when evaluation the potential usefulness of health behavior research findings.
7. Use theoretical concepts in health promotion programs to assist with needs assessments, program conceptualization, program implementation and program evaluation.

Assessment of Student Learning

Students will apply public health evidence-based strategies to the development of health programs. Learning outcomes will be assessed via the following:

Individual written assignments – For individual written assignments the student will demonstrate proficiency and effectiveness in the communication of core public health principles and practices, both oral and written. The student will utilize basic theories, concepts and models from a range of social and behavioral disciplines in public health research as well as demonstrate critical thinking through the integration of advanced public health knowledge and skills.

1. Systematic Literature Review (Assessment 1) - A scholarly, well-prepared review on the scientific literature will be completed by the end of the semester. The review will be in the form of a concept paper. The student will select a public health issue/health behavior to examine. The student will search for articles that highlight interventions used to address the public health issue and/or change the health behavior selected. The student will set inclusion and exclusion criteria for the review of literature. The student will review the articles and report on the common themes found regarding the interventions used to change the behavior. A rubric will be made available in folio. Please see rubric to identify grading criteria.

2. Paper Updates (Assessment 1) - The purpose of the project updates is to allow students the opportunity to receive feedback on progress towards the final submission of the systematic literature review.
3. In-class Activities (Assessment 2) - Students will complete in-class assignments and activities as assignments. These activities will vary throughout the semester. Students must be present and on-time to receive credit. Activities will include tasks such as reflections, critiques, in-class work, in-class brief presentations, etc.
4. Out of class Assignments (Assessment 2)- Project Updates should be completed outside of schedule class hours. The purpose of the project updates is to allow students the opportunity to receive feedback on progress towards the final submission of the systematic review and poster project.
5. Exams - Exams may include multiple choice, true/false, matching, short answer, and essay questions.

Individual Oral Assessments- For individual oral assessments the student will apply best-practices to communicate in a manner that best suits the needs of a diverse audience.

6. Oral Poster Presentation (Assessment 3) - The student will present a poster of their systematic literature review. The student will demonstrate their ability to communicate theoretical factors that should be considered when evaluating the potential of health behavior research findings.

Students may vary in their ability to achieve levels of competence in this course. Students can expect to achieve course competence only if they honor all course policies, attend classes regularly, complete all assigned work in good faith and on time, and meet all other course expectations of them as students.

“Education is not the learning of facts but training of the mind to think.” Albert Einstein

**Fall 2019 Course Outline:
Overview of Content to be Covered in the Semester**

Week/Dates	Day	Class Topics for Discussion	Assigned Readings	Assessments and Due Dates
Week 1 8/19-8/23	Monday	Introduction and Course Overview		*All Friday assignments due by 5pm.
	Wednesday	What is Health Behavior? [M1]		
Week 2 8/26-8/30	Monday	Introduction to Theory and Motivation to Behavior Change	Hayden: Chapter 1 (pp. 1-9)	8/30: Health Behavior
	Wednesday	Review Guidelines of Theory Research Poster Presentation		
Week 3 9/2-9/6	Monday	Labor Day: No Class	Hayden: Chapter 4 (pp.58-79)	9/6: APA Formatting
	Wednesday	Health Belief Model		
Week 4 9/9-9/13	Monday	Evidence Tables	Hayden: Chapter 3 (pp. 36-55)	
	Wednesday	Theory of Reasoned Action/Theory of Planned Behavior		
Week 5 9/16-9/20	Monday	Transtheoretical Model/Stages of Change	Hayden: Chapter 6 (pp. 111-140)	9/20: Project Update # 1- Evidence Tables
	Wednesday	Systematic Literature Reviews		
Week 6 9/23-9/27	Monday	Social Cognitive Theory	Hayden: Chapter 8 (pp. 169-188)	
	Wednesday	Peer Review Day: Introduction and Methods		
Week 7 9/30-10/4	Monday	Midterm Exam Review		
	Wednesday	IN-CLASS MIDTERM		
Week 8 10/7-10/11	Monday	Social Capital Theory and Community Organizing	Hayden: Chapter 11 (pp. 251-276)	10/11: Project Update #2- Intro & Methods

	Wednesday	Community-Based Participatory		
Week 9 10/14-10/18	Monday	Choosing a Theory/Gaps in the Literature	Hayden: Chapter 9 (pp. 191-222)	
	Wednesday	Diffusion of Innovations		
Week 10 10/21-10/25	Monday	Peer Review Day: Results and Discussion		10/25: Project Update #3- Results & Discussion
	Wednesday	Health Communication and Social Marketing		
Week 11 10/28-11/1	Monday	Ecological Models	Hayden: Chapter 10 (pp. 225-248)	
	Wednesday	Poster Development		
Week 12 11/4-11/8	Monday	Ecological Models: Power and Privilege		11/8: Project Update #4- Poster Draft
	Wednesday	Peer Review Day: Poster Development		
Week 13 11/11-11/15	Monday	School-Based Health Behavior		
	Wednesday	Behavior Change in Action		
Week 14 11/18-11/22	Monday	Presentation Activity		
	Wednesday	Final Exam Review		11/22: Final Poster, Systematic Literature Review
Week 15 11/25-11/29	Monday	Thanksgiving Week: No Class		
	Wednesday			
Week 16 12/2-12/6	Monday	Poster Presentations Group 1	No assigned readings	
	Wednesday	Poster Presentations Group 2		12/6: Reflections
Finals Week 12/9-12/13		IN-CLASS FINAL EXAM		

COURSE REQUIREMENTS:

1. Exams. All exams must be taken on scheduled dates according to the University policy. If a medical emergency should arise, please the instructor immediately. Exams may include multiple choice, true/false, matching, short answer, and essay questions. Unless documentation is provided, AND approval is received prior to the exam, you will be allowed no more than 70 minutes to complete an exam (except for the final).

Makeup Policy- Students are required to take exams as scheduled or announced in class. Makeup exams are rare and should not be expected. Make-up exams will be considered for the following: (1) an official GSU activity and (2) illness so severe that you were unable to take the exam as scheduled. In these rare instances, you must notify the instructor **PRIOR** to the scheduled examination. In addition, you present an official university excuse (prior to the exam) or written documentation from a physician to the instructor **NO LATER** than the class following the missed exam. If approved, the date and time for the makeup exam will be determined by the instructor. If you do not qualify for a makeup or if you miss the scheduled makeup exam, a zero (0) will be recorded for the exam grade.

Midterm Exam (100 maximum points)

The midterm exam will be given in-class. Make-up exams will not be allowed.

1. Comprehensive and written.
2. Questions will be based on ALL material covered in lectures, handouts, films, lab assignments, and assigned readings. It is important that you know the course content very well.

2. Final Exam (100 maximum points)

The final exam will be given during the University appointed time. Make-up exams will not be allowed.

3. Comprehensive and written.
4. Questions will be based on ALL material covered in lectures, handouts, films, lab assignments, and assigned readings. It is important that you know the course content very well.

3. Systematic Literature Review (100 maximum points):

A scholarly, well-prepared review on the scientific literature will be completed by the end of the semester. The review will be in the form of a 10-page paper. Each student will select a health behavior to examine. The student will search for articles that highlight interventions used change the health behavior selected. Each student will set inclusion and exclusion criteria for the review of literature. The student will review the articles and report on the common themes found regarding the interventions used to change the behavior. A rubric will be made available in folio. Please see rubric to identify grading criteria. **Please see the Systematic Literature Review information sheet for detailed grading information and requirements.**

4. Poster Project (100 maximum points):

A scholar poster will be prepared to display the systematic review of the literature. The presentation should be professional using APA format to reference sources (a minimum of 5 references is required for the poster). The font should be easily read (Arial or Times New Roman are recommended). The presentation layout should include the following major headings:

Introduction, Methodology, Exclusion Chart, Results, Discussion/Recommendations, References. A rubric will be made available in folio. Please see rubric to identify grading criteria. A poster template will be provided by the instructor. Please use this template to present the information. A student example will also be provided by the instructor. Students will present the poster in class.

- Poster (75 points)
- Presentation (25 points)

5. Project Updates (4; 80 maximum points):

The purpose of the project updates is to allow students the opportunity to receive feedback on progress towards the final submission of the systematic review and poster project. It is highly recommended that each student uses the updates to their benefit (4 @ 20 pts = 80pts). **See course schedule for project update due dates.**

6. Attendance (50 maximum points):

Attendance will be taken randomly throughout the semester. Each day is worth 5 points.

7. Class Participation/In-Class Activities and Assignments (50 maximum points)

Students will complete in-class assignments and activities as assigned (10). These activities will vary throughout the semester. Students must be present and on-time to receive credit. No make-up activities will be provided. Activities will include things such as reflections, critiques, in-class work (individual/group), in-class brief presentations, etc. Each activity will have specific instructions and criteria, so please read before completion.

Poor classroom engagement behavior includes sleeping with eyes open or closed, texting, earphones in, chatting, checking Facebook, Instagram, or other social media sites, emailing etc. These behaviors are not considered “participating.”

8. Additional Assignments (20 maximum points)

Additional course assignments include an APA formatting activity and a course reflection. Each assignment is worth 10pts. The instructor will provide instructions and criteria for each assignment. See course schedule for due dates.

Requirements for Written Work

1. Papers must be typed. Papers will be unacceptable if the text is difficult to read. Please use 12-point font (Calibri or Times New Roman). Set all margins to 1in, and double. **Check the paragraph box that indicates, “DO NOT ADD SPACE BETWEEN PARAGRAPHS.”**

2. Correct all errors neatly. Written work is expected to be free from errors that would be detected in a careful proofreading, i.e., a word omitted, a word inserted twice, or out of place, a typographical error, omission of the “s” from a plural word, etc. Do not rely on the spell-checking utility of your word processing program to detect all spelling errors. The program cannot detect the inappropriate use of correctly spelled words.
3. Grammar, spelling, and punctuation are expected to meet the same standard as are required in English classes. There is never any excuse for spelling errors. Use a dictionary. If you have the slightest doubt about the use of grammar, punctuation, or capital letters consult a good reference book.
4. Written work is expected to be organized to read smoothly and fluently without skipping from point to point and back. The use of appropriate introductory and concluding statements or paragraphs is a necessary part of this organization.
5. You are expected to be able to use terms encountered in class or in our readings in appropriate contexts, thus demonstrating that you understand them. If you are using other highly specific terms, explain or define them the first time you use them, and after that, use them in the proper way.
6. Use non-sexist language in all papers. Consult APA Publication Manual (6th edition) for guidance in the use of non-sexist language.
7. Use quotation marks when quoting directly from written works of others. Use reference notes when you discuss information or ideas that have been expressed by others. Plagiarism is unethical and illegal. Any form of plagiarism will result in a grade of “0” for the assignment and may result in a failure for the course. If it is a group assignment the same applies for the entire group. Refer to Georgia Southern’s Student Handbook for information about Academic Dishonesty.

Instructional Methods

Class meetings will be a combination of lecture, class discussion, and active participation. Computer-generated presentations will be used in the lecture portion of this course. Prior to each lecture, the student is encouraged to complete the recommended readings and actively participate in class discussions. In this way, it is hoped that the learner will be better prepared to successfully accomplish the learning objective of each lecture experience.

Course Grading Scale

Exams	200 points
Systematic Literature Review	100 points
Poster Project	100 points
Project Updates	80 points
Class Activities and Assignments	50 points
Attendance	50 points
APA Assignment	10 points
Course Reflection	10 points

TOTAL:

600 points

Grades:

540-600pts.	90-100%	A
480-539pts.	80-89%	B
420-479pts.	70-79%	C
360-419 pts.	60-69%	D
0-359pts.	0-59%	F

Grading policies: In this course, students do not compete against each other for grades. Each student's grade will be based on the number of points earned during the semester.

A grade of "I" (incomplete) will not be given unless very unusual circumstances are present, such as hospitalization of the student. University regulations do not permit the use of a grade of "I" to avoid a low or failing grade. The rules of the University Committee on Absence will govern any dispute.

One-Week Rule: Grades are always the ultimate responsibility of the student. After any grade has been posted to the Folio grade book, there is a one-week (7 days) time limit to make any grade appeals in person and via Folio to the professor. After the one-week period, the grade becomes permanent and indisputable.

General Expectations

1. For every one-credit hour, you should expect to work roughly two hours outside the classroom each week. For example, for a three-credit hour course, during a regular fifteen-week semester, you should expect approximately ninety hours of work outside of class.
2. Students are expected to keep up with the class, to read the required material, and to submit assignments and activities by due dates and times.
3. Students are expected to independently complete all activities, exercises, assignments, and assessments including exams.
4. Students are expected to produce quality work. Typos and grammar errors should be kept to a minimum. The format and readability of submissions will be taken into consideration when assigning a grade.
5. Remember to check when assignments are due. It is recommended that you stay ahead of schedule on the assignments, so if an emergency happens, your assignment will be completed and ready to submit within the designated time frame. It is your responsibility to keep track of the due dates for each assignment.

Response Times

During a normal work week (i.e., Monday 9:00 AM through Friday 5:00 PM) students can expect responses as follows:

- Email: within 48 hours
- Discussion posts: within 72 hours
- Assignment grades: within 72 hours of submission date.

Exceptions: I may not check FOLIO or GSU email over the weekends. If you send me an email after 5:00 PM on Friday, please do not expect a response until the following Monday.

All assignments will be graded promptly so that students may accurately calculate their grades at any point in time during the semester. There are times when extraordinary circumstances occur (e.g., serious illness, death in the family, etc.). In such circumstances, and/or if you need additional time to satisfactorily complete any course requirement, please consult with the instructor within a reasonable amount of time. Extensions are not guaranteed and will be granted solely at the discretion of the instructor.

Course Expectations and Policies:

1. Students are to be in class on time. After 5 minutes the door will be closed, if you are late please do not enter. You are responsible for all notes, classroom discussion, oral announcements, etc. of what was covered on the day of your absence. **IF you miss exams, quizzes or other assignments because of a missed class, then you will receive a “0”.**

2. There will be no make-up exams given. Exams are the property of the professor, any exams removed from the classroom by students will result in the score of a “0” be assigned for that exam, and an “F” for the entire course. You must notify the professor IN ADVANCE if you have a university excused absence or a make-up test will not be offered. Any person not showing up for an exam without prior notification automatically receives an “F”.

No make-up tests are given except for **a university excused absence with full documentation**. If you are excused from missing a test, you have one week to make the exam up. If it is not made up **within one week**, you will receive 0 points for the exam. **You have 24 hours** after a test is taken by the class to contact me via email to schedule your make-up exam.

3. The final exam is mandatory (cumulative) and will be given during finals week. Early final exams will not be given. If this scheduled time is a problem, please consider dropping this course.

4. Late work assignments are not accepted. Most assignments will be submitted through Folio (a day and time will be posted), but some will be turned in during class time. For assignments turned in during class, please place on the front desk as you walk in. These assignments are due within the first five minutes of class, after that they are considered late and will not be accepted.

5. All assignments must be given to the professor directly, unless otherwise directed. Assignments should not be given to the Office secretary, slipped under my office door, left in my mailbox, etc.

6. Please consult the STUDENT CONDUCT CODE 2019-2020 for course policy concerning issues related to academic dishonesty. Anyone caught violating any of these regulations will be immediately reported to GSU's Judicial Board, and be assigned an "F" for the course.
7. Last day to withdraw from class without academic penalty is **October 14th, 2019**. Students who stop attending class without officially withdrawing from the class will receive a final grade of "F".
8. Samples of your work may or may not be reproduced for research purposes and/or inclusion in the professor's teaching portfolio. You have a right to review anything selected for use, and subsequently ask for its removal.
9. This syllabus, my lectures, and all materials distributed and presented by me during this course are protected by copyright law. You are authorized to take notes in this class but that authorization extends only to making one set of notes for your personal use and no other use. You are not authorized to sell, license, commercially publish, distribute, transmit, display, or record notes from this class unless you have my written consent to do so.
10. If you are receiving services from the Student Disability Resource Center (SDRC), please come and see me, as soon as possible, to schedule an appointment and to present me with an official accommodation letter.
11. This course is on Folio. You are responsible for downloading notes BEFORE you come into class. Please regularly check Folio for any messages that I might have for you.
12. When you need to contact me, please do so through Folio mail messages. I will do my best to respond within 48 hours (with the exception of weekends and holidays).
13. Cell Phone Policy: Cell phones are expected to be OFF (or on silent) and OFF your desk (in your purse or bookbag) at all times during all classes. If your cell phone goes off during class, you are using the phone (i.e. texting) or cell phone is on your desk/ person at any time during any lecture you will be asked to leave the class. If completing an in-class activity and you are asked to leave you will not receive credit for participation. In case of an emergency, please notify me prior to class.
14. Please do not email the last week of classes asking to round up your grade. You have the entire semester to earn your grade and extra credit opportunities will not be given the last week of class or finals week.

My Commitment to You:

As a student in my class, you are important to me. I am committed to your continued learning and college experience. You are never an interruption of my work. You are the purpose of it. Students are the most important people at Georgia Southern University. I am honored that you entrust your education to me. I encourage all of you to stop by during my office hours or make an appointment to discuss your progress, review your exams or assignments or discuss your career choices. Furthermore, I believe that the collegiate learning experience must involve collaboration. Students and the professor have reciprocal obligations to each other that must be fulfilled, if the learning process is to be mutually beneficial and successful. Please feel free to visit my office, or e-mail me at any time.

Open Door/ Closed Door Office Policy: Most of the time, when I am in my office, my door is open. Please feel free to come in and visit any time when the door is open. When my office door is closed, it means that I am not there or I am working on something and can't be disturbed. Please respect this and don't knock unless it is a dire emergency or you have scheduled an appointment.

Attendance

Georgia Southern believes that significant student learning occurs in the classroom and recognizes the importance of in-class experiences, and if missed by a student even for legitimate reasons, cannot be fully recovered. Attendance is highly recommended; however, if the student is unable to attend class please contact the instructor via email prior to class. The student is also responsible for the work missed during the day of absence. The instructor will be willing to meet with the student if clarification of missed material is needed; however, lecture will not be repeated. In-class assignments missed by the student will receive a grade of zero. If a medical/family emergency occurs on the day of a scheduled assignment or exam the student must contact the instructor immediately (see make-up exam policy).

Class Attendance and Participation Policy

Federal regulations require attendance be verified prior to distribution of financial aid allotments. Regular attendance is expected. Your attendance will be verified at the first regular class session.

It is the policy of the University to permit students, faculty, and staff to observe those holidays set aside by their chosen religious faith. The faculty should be sensitive to the observance of these holidays so that students who choose to observe these holidays are not seriously disadvantaged. It is the responsibility of those who wish to be absent to make arrangements in advance with their instructors.

Students participating in authorized activities as an official representative of the University (i.e., athletic events, delegate to regional or national meetings or conferences, participation in university-sponsored performances, and **JPHCOPH funded**) will not receive academic penalties and, in consultation with the instructor of record, will be given reasonable opportunities to complete assignments and exams or given compensatory assignment(s) if needed. The student must provide written confirmation from a faculty or staff advisor to the course instructor(s) at least 10 days prior to the date for which the student will be absent from the class. The student is responsible for all material presented in class and for all announcements and assignments. When possible, students are expected to complete these assignments before their absences. In the event of a disagreement regarding this policy, an appeal may be made by either the student or the instructor of record to the corresponding college dean. (*University Undergraduate & Graduate Catalog*).

Academic Misconduct

As a student registered at this University, it is expected that you will adhere to only the strictest standards of conduct. It is recommended that you review the latest edition of the Student Conduct Code book, as well as the latest Undergraduate & Graduate Catalog to familiarize yourself with the University's policies in this regard. Your continued enrollment in this course is

an implied contract between you and the instructor on this issue; from this point forward, it is assumed that you will conduct yourself appropriately.

Plagiarism:

According to the Academic Dishonesty Policy of Georgia Southern University, Plagiarism includes (but is not limited to):

- A. Directly quoting the words of others without using quotation marks or indented format to identify them.
- B. Using published or unpublished sources of information without identifying them.
- C. Paraphrasing material or ideas without identifying the source.
- D. Unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material.

If you are accused of plagiarism by a JPHCOPH, the following policy, as per the Judicial Affairs website: (<http://students.georgiasouthern.edu/judicial/faculty.htm>) will be enforced:

PROCEDURES FOR ADJUDICATING ACADEMIC DISHONESTY CASES

First Offense - In Violation Plea

1. If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, the professor should contact the Office of Judicial Affairs to determine if this is a first violation of academic dishonesty. The incident will be reported via the following website: <http://students.georgiasouthern.edu/judicial/faculty.htm>
2. If it is a first violation, the professor should talk with the student about the violation. **If the student accepts responsibility in writing and the professor decides to adjudicate the case, the following procedures will be followed:**
 - a. The student will be placed on disciplinary probation for a minimum of one semester by the Office of Judicial Affairs.
 - b. The student will be subject to any academic sanctions imposed by the professor (from receiving a 0 on the assignment to receiving a failing grade in the class).
 - c. A copy of all the material involved in the case (Academic Dishonesty Report Form and the Request for Instructor to Adjudicate Form) and a brief statement from the professor concerning the facts of the case and the course syllabus should be mailed to the Office of Judicial Affairs for inclusion in the student's discipline record.

First Offense - Not in Violation Plea (student does not admit the violation)

If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, the professor should contact the Office of Judicial Affairs to determine if this is the first or second violation of academic dishonesty. The student will be charged with academic dishonesty and the University Judicial Board or a University Hearing Officer would hear the case. If the student is found responsible, the following penalty will normally be imposed:

- a. The student will be placed on Disciplinary Probation for a minimum of one semester by the Office of Judicial Affairs.
- b. The student will be subject to any academic sanctions imposed by the professor.

Second Violation of Academic Dishonesty

If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, and if it is determined this is the second violation, the student will be charged with academic dishonesty and the University Judicial Board or a University Hearing Officer would hear the case.

If the student is found responsible, the following penalty will normally be imposed:

- a. Suspension for a minimum of one semester or expulsion.
- b. The student will be subject to any academic sanctions imposed by the professor.

NOT RESPONSIBLE FINDING

When a student is found not responsible of academic dishonesty, the work in question (assignment, paper, test, etc.) would be forwarded to the Department Chair. It is the responsibility of the Chair to ensure that the work is evaluated by a faculty member other than the individual who brought the charge and, if necessary, submit a final grade to the Registrar. For the protection of the faculty member and the student, the work in question should not be referred back to the faculty member who charged the student with academic dishonesty.

In the case of a Department Chair bringing charges against a student, an administrator at the Dean's level will ensure that the student's work is evaluated in an appropriate manner.

CONFIDENTIALITY

In accordance with provisions of the Family Educational Rights and Privacy Act of 1974 and the Georgia Open Records Act, any information related to a violation of academic dishonesty or the outcome of a judicial hearing regarding academic dishonesty, is prohibited and must be treated as confidential by members of the faculty."

Disability-related Accommodations

Georgia Southern University is committed to providing reasonable accommodations to students with documented disabilities as required under federal law. Disabilities may include ADD or AD/HD, autism spectrum disorder, brain injury, chronic medical conditions, communication disorders, hearing loss, learning disabilities, mobility impairment, psychological disorders, visual impairment or temporary injuries. The purpose of disability accommodation is to provide equal access to the academic material and equal access to demonstrate mastery of the material. If you have a disability and need accommodations, please contact the Student Accessibility Resource Center (SARC). You will need to meet with a SARC staff member who can help you gather documentation of your disability or refer you to an appropriate resource for assessment. Once documentation of the disability is approved, SARC staff will provide you with an accommodation letter detailing the approved accommodations which you should present to me so we can discuss and implement your accommodations. Disability accommodations work best starting at the beginning of the semester, but can be approved and started at any point in the semester. Accommodations start at the time the accommodation letter is presented to faculty within reasonable timelines; accommodations are not given retroactively. SARC on the Statesboro campus is located on the second floor of Cone Hall and the phone number is (912) 478-1566. SARC for Savannah and Liberty campuses is located on the second floor of Memorial College Center and the phone number is (912) 344-2572.

University Calendar for the Semester

The University Calendar is located with the semester schedule, and can be found at:
<http://em.georgiasouthern.edu/registrar/resources/calendars/>

Portfolio Inclusion

Samples of your work may be reproduced for search purposes and/or inclusion in the professor's teaching portfolio. You have the right to review anything selected for use, and subsequently ask for its removal.

Professional Dispositions:

BSPH are expected to graduate the program with competent professional skills. Professional skills and dispositions are also expected while completing the internship experience. As a student in this course, you are expected to exhibit professionalism at all times. The following is a list of skills BSPH majors are expected to demonstrate:

- Written communication skills: Student uses appropriate professional title, grammar, structure, punctuation, spelling, tone, etc.
 - Email and other media communication: Student uses appropriate professional title, grammar, structure, punctuation, tone, etc. To write a professional email, please include the following:
 - a salutation,
 - identify who you are,
 - what the contact is in reference to (i.e. PUBH4330 and section), and
 - what you would like me to do.
 - please do not use emoji's or other characters often used in text messages to communicate with me.

At the bottom of the email, please type out your name.

- Oral and non-verbal communication skills:
 - In interpersonal communication, student uses or maintains appropriate tone, language, attitude, interpersonal space, etc.
 - In public speaking, student uses or displays appropriate volume, speed, enunciation, eye contact, structure, etc.
- Organization: Student keeps track of assignments and materials, is prepared for presentations, etc.
- Initiative: Student can begin tasks and work independently, initiate tasks/projects, etc.
- Reliability: Student is punctual, completes assignments, meets deadlines, and is prepared for class etc.
- Collegiality: Student exhibits appropriate, positive, helpful interactions with others
- Collaboration: Student collaborates with others on tasks or projects accepts others' suggestions and criticisms, participates in and provides constructive inputs to discussion and debate, etc.
- Judgment: Student considers options and their implications when making decisions, does not act impulsively, etc.
- Respectful: Student respects confidentiality, treats others with respect, etc.
- Self-Presentation: Student is well groomed, dressed appropriately, well rested, etc.
- Interpersonal interactions: Students will practice civility when interacting with faculty and fellow students; in cases of disagreement or conflict, students will make every effort to resolve such matters in a respectful manner with a goal towards mutual resolution.

****If a student fails to comply with the list of professional skills, the faculty will provide the student with a warning for the first offense. If failure to improved behavior or to make progress**

in the relevant skills, the faculty member will immediately report the student to the University Student Conduct Board for violating the Student Code of Conduct.

One Final Note

The contents of this syllabus are as complete and accurate as possible. The instructor reserves the right to make any changes necessary to the syllabus and course material to ensure better student learning. The instructor will announce any such changes in class. It is the responsibility of the student to know what changes have been made in order to successfully complete the requirements of the course.

This syllabus, my lecture notes, and all materials distributed and presented during this course are protected by copyright law. You are authorized to take notes in this class but that authorization extends to only making one set of notes for your personal use and no other use. You are not authorized to sell, license, commercially publish, distribute, transmit, display, or record notes from this class unless you have my written consent to do so.

STUDENT CONDUCT CODE

The Student Conduct Code is the official University publication governing student conduct and behavior. It is the responsibility of each student to become familiar with the rules and regulations governing student life. Student conduct procedures, appeal procedures, and disciplinary sanctions are found in the Student Conduct Code at <http://students.georgiasouthern.edu/conduct>. I acknowledge that I have read and understand this statement referencing the Student Conduct Code.

ACADEMIC DISHONESTY

The University goal is to foster an intellectual atmosphere that produces educated, literate people. Because cheating and plagiarism are at odds with that goal, they shall not be tolerated in any form. Students are expected to adhere to the rules and regulations as set forth in the Student Conduct Code. Therefore, all work submitted by a student must represent that student's own ideas and effort; when the work does not, the student has engaged in academic dishonesty.

Plagiarism occurs when a person passes in another person's work as his or her own, borrows directly from another person's work without proper documentation, and resubmits his or her own work that has been previously submitted without explicit approval from the instructor. For example, academic dishonesty occurs whenever a student participates in any of the following: Cheating submitting material that is not yours as part of your course performance; using information or devices that are not allowed by the faculty; obtaining and/or using unauthorized materials; fabricating information, research, and/or results; violating procedures prescribed to protect the integrity of an assignment, test, or other evaluation; collaborating with others on assignments without the faculty's consent; cooperating with and/or helping another student to cheat; demonstrating any other forms of dishonest behavior. Plagiarism directly quoting the words of others without using quotation marks or indented format to identify them; using sources of information (published or unpublished) without identifying them; paraphrasing materials or ideas without identifying the source; self-plagiarism - resubmitting work previously submitted without explicit approval from the instructor; unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material.

NOTICE: The list above is intended only to provide general guidelines for recognizing and avoiding common types of academic dishonesty. It is in no way an exhaustive or comprehensive list of all the types of academic dishonesty. For more information about academic honesty, see the Student Conduct Code at <http://students.georgiasouthern.edu/conduct>. I acknowledge that I have read and understand the Academic Dishonesty Policy.

I have read the syllabus and understand the contents and course requirements.

Student Name (print)

Student Signature

Date