

HSW 470-03 Experiential Learning in Health Sciences – Population Health Fall 2023 Syllabus

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Course Description: Students engage in practical experience as a pre-professional in a community health promotion setting to utilize skills and knowledge acquired in previous courses. The instructor assists students with placement in a community agency and works with the student and practicum supervisor to design projects, establish goals and ensure that the student has a meaningful experience. This practicum is designed to further develop skills in program planning, implementation, promotion and evaluation, oral and written communication, collaboration and networking. The student submits weekly log sheets that include a description of work completed and the amount of time spent each week on practicum work. During scheduled meetings, students report on progress with programs and projects. 3 credits.

Course Materials and Canvas: Canvas is used as a course management tool in this class. Log sheets must be submitted in Canvas each week and the grade book is used to record points earned throughout the semester. Course materials and assignments are also posted in Canvas.

Learning Outcomes:

Upon completion of HSW 470, students will:

- Gain experience in a community health promotion setting to include most, but not necessarily all, of the following skills:
 - o effective program planning, implementation and evaluation
 - o marketing and promotion
 - o oral and written communication
 - o research
- Increase awareness of community resources and the importance of collaboration in community work.
- Demonstrate the ability to work as part of a team and be accountable for specific tasks.
- Explore potential career opportunities and various roles in community settings.
- Demonstrate awareness of diversity and inclusivity within the work setting and work respectfully with all people at all times

Professionalism: As students in the College of Professional Studies, you are earning a degree that prepares you to enter the workforce as a professional. The classroom can and should be a training ground for learning and practicing professional behaviors. The values and attitudes that make you a successful student transfer to the workplace and are highly valued by employers.

These values and attitudes include:

1. Commitment to excellence
2. Honesty and integrity
3. Respect
4. Accountability
5. Compassion

As a class, you will engage in an exercise that allows you to define specific classroom behaviors that you all agree to, that reflect these values and attitudes. We will adopt these values, attitudes and behaviors to develop a culture of professionalism in HPW 430.

Lecture materials and recordings

Lecture materials and recordings for HPW 430, Community Practicum, are protected intellectual property at UW-Stevens Point. Students in this course may use the materials recordings for their personal use related to participation in this class. Students may also take notes solely for their personal use. If a lecture is not already recorded, you are not authorized to record my lectures without my permission unless you are considered by the university to be a qualified student with a disability requiring accommodation. [Regent Policy Document 4-1] Students may not copy or share lecture materials and recordings outside of class, including posting on internet sites or selling to commercial entities. Students are also prohibited from providing or selling their personal notes to anyone else or being paid for taking notes by any person or commercial firm without the instructor's express written permission. Unauthorized use of these copyrighted lecture materials and recordings constitutes copyright infringement and may be addressed under the university's policies, UWS Chapters 14 and 17, governing student academic and non-academic misconduct.

Face Coverings:

- At all UW-Stevens Point campus locations, the wearing of face coverings is mandatory in all buildings, including classrooms, laboratories, studios, and other instructional spaces. Any student with a condition that impacts their use of a face covering should contact the Disability and Assistive Technology Center to discuss accommodations in classes. Please note that unless everyone is wearing a face covering, in-person classes cannot take place. This is university policy and not up to the discretion of individual instructors. Failure to adhere to this requirement could result in formal withdrawal from the course.

Other Guidance:

- Please monitor your own health each day using this screening tool. If you are not feeling well or believe you have been exposed to COVID-19, do not come to class; email your instructor and contact Student Health Service (715-346-4646).

- o As with any type of absence, students are expected to communicate their need to be absent and complete the course requirements as outlined in the syllabus.

- Maintain a minimum of 6 feet of physical distance from others whenever possible.
- Do not congregate in groups before or after class; stagger your arrival and departure from the classroom, lab, or meeting room.
- Wash your hands or use appropriate hand sanitizer regularly and avoid touching your face.
- Please maintain these same healthy practices outside the classroom.

Care Team

The University of Wisconsin-Stevens Point is committed to the safety and success of all students. The Office of the Dean of Students supports the campus community by reaching out and providing resources in areas where a student may be struggling or experiencing barriers to their success. Faculty and staff are asked to be proactive, supportive, and involved in facilitating the success of our students through early detection, reporting, and intervention. As your instructor, I may contact the Office of the Dean of Students if I sense you are in need of additional support which I may not be able to provide. You may also share a concern if you or another member of our campus community needs support, is distressed, or exhibits concerning behavior that is interfering with the academic or personal success or the safety of others, by reporting here: <https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx>.

Title IX

UW-Stevens Point is committed to fostering a safe, productive learning environment. Title IX and institutional policy prohibit discrimination on the basis of sex, which includes harassment, domestic and dating violence, sexual assault, and stalking. In the event that you choose to disclose information about having survived sexual violence, including harassment, rape, sexual assault, dating violence, domestic violence, or stalking, and specify that this violence occurred while a student at UWSP, federal and state laws mandate that I, as your instructor, notify the Title IX Coordinator/Office of the Dean of Students.

Please see the information on the Dean of Students webpage for information on making confidential reports of misconduct or interpersonal violence, as well as campus and community resources available to students. Dean of Students: <https://www.uwsp.edu/DOS/sexualassault>
Title IX page: <https://www.uwsp.edu/hr/Pages/Affirmative%20Action/Title-IX.aspx>

Disability and Accommodations

In accordance with federal law and UW System policies, UWSP strives to make all learning experiences as accessible as possible. If you need accommodations for a disability (including mental health, chronic or temporary medical conditions), please visit with the Disability and Assistive Technology Center to determine reasonable accommodations and notify faculty. After notification, please discuss your accommodations with me so that they may be implemented in a timely fashion. DATC contact info: datctr@uwsp.edu; 715/346-3365; 609 Albertson Hall, 900 Reserve Street

FERPA

The Family Educational Rights and Privacy Act (FERPA) provides students with a right to protect, review, and correct their student records. Staff of the university with a clear educational need

to know may also have to access to certain student records. Exceptions to the law include parental notification in cases of alcohol or drug use, and in case of a health or safety concern. FERPA also permits a school to disclose personally identifiable information from a student's education records, without consent, to another school in which the student seeks or intends to enroll.

Academic Integrity

Academic Integrity is an expectation of each UW-Stevens Point student. Campus community members are responsible for fostering and upholding an environment in which student learning is fair, just, and honest. Through your studies as a student, it is essential to exhibit the highest level of personal honesty and respect for the intellectual property of others. Academic misconduct is unacceptable. It compromises and disrespects the integrity of our university and those who study here. To maintain academic integrity, a student must only claim work which is the authentic work solely of their own, providing correct citations and credit to others as needed. Cheating, fabrication, plagiarism, unauthorized collaboration, and/or helping others commit these acts are examples of academic misconduct, which can result in disciplinary action. Failure to understand what constitutes academic misconduct does not exempt responsibility from engaging in it. For more information on UWS chapter 14 visit: <https://www.uwsp.edu/dos/Pages/Student-Conduct.aspx>

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act. Each year students violate these laws and campus policies, putting themselves at risk of federal prosecution. For more information about what to expect if you are caught, or to take preventive measures to keep your computing device clean, visit our copyright page.

Reporting Incidents of Bias/Hate

It is my intent that students from all diverse backgrounds and perspectives be well-served by this course, that students' learning needs be addressed both in and out of class, and that the diversity that students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender identity, sexuality, disability, age, socioeconomic status, ethnicity, race, nationality, religion, and culture. Your suggestions are encouraged and appreciated.

Please let me know ways to improve the effectiveness of the course for you personally, or for other students or student groups. If you have experienced a bias incident (an act of conduct, speech, or expression to which a bias motive is evident as a contributing factor regardless of whether the act is criminal) at UWSP, you have the right to report it:

[https://www.uwsp.edu/dos/Pages/Anonymous-](https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx)

[Report.aspx](https://www.uwsp.edu/dos/Pages/Anonymous-Report.aspx). You may also contact the Office of the Dean of Students directly at dos@uwsp.edu. Diversity and College Access is available for resources and support of all students:

<https://www.uwsp.edu/dca/Pages/default.aspx>.

Clery Act

The US Department of Education requires universities to disclose and publish campus crime statistics, security information, and fire safety information annually. Statistics for the three previous calendar years and policy statements are released on or before October 1st in our Annual Security Report. Another requirement of the Clery Act is that the campus community must be given timely warnings of ongoing safety threats and immediate/emergency notifications. For more information about when and how these notices will be sent out, please see our Jeanne Clery Act page.

The Drug Free Schools and Communities Act (DFSCA) requires institutions of higher education to establish policies that address unlawful possession, use, or distribution of alcohol and illicit drugs. The DFSCA also requires the establishment of a drug and alcohol prevention program. The Center for Prevention lists information about alcohol and drugs, their effects, and the legal consequences if found in possession of these substances. Center for Prevention – DFSCA

Course Requirements and Assignments:

1. Attendance and Participation - For optimal learning to occur in this course you will need to attend required classes (we will decide how many and the dates of these classes) and participate. Therefore, please be prepared to engage in weekly class sessions, ask questions, share experiences, contribute to discussion, participate with an open mind and challenge yourself. For every class missed after one, you will lose 20 points.
2. Experiential learning- The goal is 100 hours of community health promotion work at an approved site. There is a list of community placement possibilities posted in Canvas. Tom will work with you to secure placement. You will be supervised by a professional who will provide a thorough evaluation of your work and professionalism.
3. Weekly log sheets - Record the number of hours worked per week, cumulative semester hours, and progress on projects and assigned tasks. Log sheets must be submitted in Canvas by 11:59 p.m. each Sunday for work completed the week before. There are 10 log sheet submissions, labeled by due date. Please submit only one log sheet per week, on the correct date. Submit a log sheet for all 10 weeks, even if you didn't have work to record that week. Simply state, "no hours completed this week" on the log sheet. If you begin accumulating hours before the week the first log sheet is due, include all hours worked to date on the first log sheet. A master copy of the log sheet is available in Canvas.
4. Practicum binder - Develop a course binder that contains an accumulation of all materials created and utilized during the practicum experience. Examples include:
 - Program planning and implementation materials
 - Marketing and promotion samples – flyers, brochures, newsletter articles, etc.
 - Meeting agendas, planning checklists, etc.

▪ Program evaluations

Binders are submitted electronically in Canvas by the due date designated on the course calendar.

5. Reflection paper: Write a one-page paper about your practicum experience to include the following: your honest thoughts about what you learned from your practicum experience, concerns you had about your placement/experience, suggestions for improvement and your success stories about things that went really well. Please do not describe what you did in great detail as you report this in your log sheets and your self-evaluation. Submit your reflection paper in Canvas by the due date indicated on the course calendar.

6. Self-evaluation: Complete the student self-evaluation found in Canvas and submit by the due date indicated on the course calendar.

7. Presentations: Create a Power Point presentation detailing your community experience. Submit the Power Point for your presentation in Canvas prior to class on the day of your presentation. To be decided.

Grading

Log Sheets – 10 points each, 10 weeks 100 points
Quality of Work (supervisor evaluation) 1000 points
Binder 50 points
Reflection paper 100 points
Self-Evaluation 100 points
Presentation of Community Experience 150 points

TOTAL 500 points

Grading system

93 – 100	A	77 – 79	C+
90 – 92	A-	73 – 76	C
87 – 89	B+	70 – 72	C-
83 – 86	B	67 – 69	D+
80 – 82	B-	60 – 66	D
		Below 60	F

“A” reflects exceptional work (going beyond the basics, integrating material well, displaying professionalism in individual and group work, application and demonstration of knowledge and skills, showing initiative, using creativity, writing is reflective of multiple drafts).

“B” reflects good work (valuable teamwork skills, active in class, ability to grasp basic concepts and apply to new situations, some participation in class, completes all assignments with a degree of proficiency but may not demonstrate initiative, creativity or reflection consistently, writing contains errors or lacks conciseness and completeness).

“C” reflects average work (assignments are completed at the minimum, basic concepts are grasped but cannot be applied, some difficulty in group work, spelling and grammar mistakes are common, writing is conversational in tone with little attention paid to detail, word choices, organization (rough draft quality), little participation in class.

HSW 470 Tentative Course Calendar Spring 2023

Date Topic/Assignments

Week 1 Course Introduction/Syllabus Review/Professionalism

Weeks 2-3 Zoom Instruction

Weeks 4-14 Agency/Organization fieldwork

Week 15 Presentations, Reflection, Self-evaluation, Binders due

This syllabus and course calendar are tentative and subject to change at the discretion of the instructor. Students will be notified if changes occur.