KENT STATE UNIVERSITY
CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **18-Nov-16**   Curriculum Bulletin _____

Effective Date   **Fall 2017**   Approved by EPC _____

Department	**Social and Behavioral Sciences**
College	**PH - Public Health**
Degree	**MPH - Master of Public Health**
Program Name	**Social and Behavioral Sciences** Program Banner Code
Concentration(s)	Concentration(s) Banner Code(s)
Proposal	**Offer program fully online**

Description of proposal:

To offer the Social and Behavioral Sciences (SBS) Master of Public Health (MPH) degree program fully online.

Does proposed revision change program's total credit hours?   ☐ Yes   ☒ No

Current total credit hours: **46**   Proposed total credit hours **46**

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

The Association for Schools and Programs of Public Health (ASPPH) data show that Social and Behavioral Sciences (SBS) is among the three largest segments of the MPH market (ASPPH, 2014). In addition, ASPPH market data and the current Health Policy and Management online performance at Kent State University, indicate that consistent SBS student enrollment will reach 50-75 students. This program may increase student enrollment in the Health Policy and Management online program and may increase enrollment in the on the ground Social and Behavioral Sciences program. Students graduating from undergraduate public health programs and other health related programs is the intended audience for this online program.

Units consulted (other departments, programs or campuses affected by this proposal):

Health Policy and Management; Biostatistics, Environmental Health Sciences, and Epidemiology

REQUIRED ENDORSEMENTS

signature	12, 7, 16
Department Chair / School Director	
	/ /
Campus Dean (for Regional Campuses proposals)	
signature	12, 8, 16
College Dean (or designee)	
signature	1, 17, 17
Dean of Graduate Studies (for graduate proposals)	
	/ /
Senior Vice President for Academic Affairs or Provost (or designee)	

Proposal Summary
To deliver, fully online, the Master of Public Health in Social and Behavioral Sciences

Description of Action, Including Intended Effect
To approve the delivery of the Master of Public Health (MPH) in Social and Behavioral Sciences (SBS) fully online. Delivery of the MPH in SBS fully online will provide potential students with the opportunity to earn an MPH who would otherwise not be able to given their professional work schedules.

Impact on Other Programs, Course Offerings, Students, Faculty, Staff (e.g., duplication issues)
Course development will be included in current faculty workload (Spring 2017, Fall 2017). No additional resources will be needed to develop these courses, as they are incorporated into current faculty workload. Only two courses need to be developed. All others courses are developed for online delivery.

Course delivery of the online SBS MPH program can be incorporated into the current faculty workload. The workload for the first year is shown below. We have discussed the impact of student enrollment in the core courses and the Biostatistics, Environmental Health Sciences, and Epidemiology faculty and the Health Policy and Management (HPM) faculty have agreed to support additional sections if necessary. We are working closely the HPM Online Program coordinator to align our courses with the MPH core courses and HPM courses to be as efficient as possible. Modification to faculty workload will be necessary to manage the SBS MPH online program beginning in AY2018. Dr. Jeff Hallam (Professor, SBS) will manage the online program during its first year. This program does not duplicate any other program and will not negatively effect currently enrolled students. The current course offerings for the SBS MPH program will not be effected by the delivery of the program online. The department is very efficient in its offering of courses. Three SBS faculty members were hired in 2015 and their available workload will support the addition of these online courses. The Graduate Program Coordinator will manage the SBS MPH application process. The administrative assistant will provide support to the Graduate Program Coordinator.

Course Number	Title	Fall 2017	Spring 2018	Summer 2018	Fall 2018	Spring 2019	Summer 2019	Fall 2019
BST 52019	Biostatistics						Eng	
EHS 52018	Environmental Health							Staley
EPI 52017	Public Health Epidemiology						Beaird	
HPM 52015	Emerging Issues		Lanese		Lanese		Lanese	
HPM 52016	Public Health Administration	Fischbein		Fischbein		Fischbein		Fischbein
SBS 50020	SBS Theories	Knight		Knight		Knight		Knight
SBS 50002	Quantitative Methods in SBS		Stephens		Stephens		Chatfield	
SBS 50030	Seminar in SBS				Step	Step		Step
SBS 53008	Grant Writing in SBS				Jefferis	Jefferis		Jefferis
SBS 54639	Social Determinants		Stephens		Stephens			
HPM 53007	PH Planning, Implementation, Evaluation				Hallam			
SBS 60192	Practicum					Knight	Knight	Knight
	Electives					X	X	X

Table 1. First two years of online delivery for the MPH in SBS by course, instructor, and semester

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A-Z Index [   ] 🔍

Kent State University Catalog 2016 - 2017

[   ] Search

College of Public Health

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326 Lowry Hall
E-mail: publichealth@kent.edu
Tel: 330-672-6500
Web: www.kent.edu/publichealth/

Kent State University's College of Public Health was established in 2009 to educate and train students to meet the current and projected shortage of public health professionals in Ohio and the nation. It is one of only two schools of public health in Ohio and the first to offer a Bachelor of Science in Public Health. Our academic programs integrate theory and practice to equip graduates with the knowledge and skills to address the health challenges of the 21st century. Our faculty engage in cutting edge research that seeks answers to some of society's most difficult problems including preventing violence, responding to natural and man made disasters, curbing substance abuse, and improving the delivery of health care. Our partners include local health departments, community organizations, health care institutions, and businesses that enable us to provide our students with real-world experiences in the exciting field of public health. If you are looking for a stimulating academic experience and a rewarding career, Kent State's College of Public Health is the place for you.

Departments and Schools

- College of Public Health
- Department of Biostatistics, Environmental Health Sciences and Epidemiology
- Department of Health Policy and Management
- Department of Social and Behavioral Sciences

Academic Programs

Undergraduate Programs

- Public Health

Minors

- Environmental Health Sciences
- Health Services Administration
- Public Health

Graduate Programs

- Public Health

Certificates

Undergraduate Certificates
- Public Health

Policies

- Accreditation Feedback Policy

Faculty

Program Learning Outcomes

M.P.H. Public Health

Graduates of this program will be able to:

1. Conduct descriptive and inferential statistics according to the study design for answering particular research questions.
2. Develop written and oral presentations based on statistical analyses for both public health professionals and lay audiences.
3. Mitigate the direct and indirect human, ecological and safety effects of major environmental and occupational agents.
4. Apply federal and state regulatory guidelines to programs that control environmental health issues.
5. Identify the main issues related to the organization, management, financing and delivery of health services in the United States.
6. Recognize and critically discuss current and emerging public health issues on local, state, national and global levels.
7. Utilize and justify the social ecological approach to health promotion and disease prevention.
8. Design basic quantitative and qualitative research to address public health problems.
9. Describe how societal, organizational, and individual factors influence and are influenced by public health communications.
10. Implement public health programs and strategies responsive to the diverse cultural values and traditions of the communities served.
11. Use collaborative methods and ethical standards for achieving organizational and community health goals.
12. Apply epidemiologic methods to assess the risk of communicable and non-communicable diseases in the community.

Each Specialization has additional competencies.

Ph.D. in Public Health

Graduates of this program will be able to:

1. Analyze a particular health condition or issue including appropriate measures of prevalence, incidence, association and impact and be able to identify data sources and strengths and limitations of studies.
2. Search, synthesize, and critically evaluate published literature with regard to study design, precision, bias, confounding, ethical issues and gaps in existing knowledge.
3. Conceive and execute independent or team research on a public health policy, condition or issue while applying applicable ethical standards.
4. Translate theory and research into the design, implementation and evaluation of public health programs and policies.
5. Influence societal, organizational and individual factors through effective public health communication.
6. Lead collaborative efforts aimed at achieving organizational and community health goals.
7. Create evidence-based public health programs and strategies responsive to the diverse cultural values and traditions of the communities served.

Each Specialization has additional competencies.

Accreditation

The College of Public Health is a fully accredited school of public health, having received accreditation from the Board of Councilors of the Council on Education For Public Health (CePH) in October 2015 for a five-year term.

Schools of public health are accredited by the Council on Education for Public Health (CePH). Being an accredited institution adds great value to the degrees conferred and ensures a comprehensive student experience. Feedback from a variety of constituents is required by CePH for accreditation. To earn the accreditation, the college met a set of rigorous quality standards in the areas of teaching, research and service. Accreditation also affirms that the faculty of the college are highly qualified to equip students with the knowledge and skills to succeed in a health career. CEPH has only accredited approximately 50 schools of public health in the United States.

Culminating Requirements

M.P.H.: Students are required to complete three components: (1) 300 hours of Placement at an approved public health agency, under the guidance of a qualified preceptor; (2) a final portfolio/report and a seminar presentation integrating theory and practice; and (3) and a comprehensive written exam.

» College of Applied Engineering, Sustainability and Technology

» College of Architecture and Environmental Design

» College of Arts and Sciences

» College of Business Administration

» College of Communication and Information

» College of Education, Health and Human Services

» College of Nursing

» College of Podiatric Medicine

» College of the Arts

» Honors College

» Regional College

» School of Digital Sciences

» University College

Description   The Master of Public Health (M.P.H.) in Public health consists of concentrations in Biostatistics, Environmental Health Sciences, Epidemiology, Health Policy and Management and Social and Behavioral Sciences.

Biostatistics trains students in the quantitative science of health data collection, storage, retrieval, analysis and interpretation. Graduates are equipped to use statistical methods to design and analyze health-related surveys and experiments for the purpose of improving health. The college's faculty research interests include applying biostatistical analysis to better understand critical health problems such as adolescent substance abuse, HIV/AIDS, cancer and Alzheimer's disease. Graduates in biostatistics are in demand at hospitals, pharmaceutical companies, state and local health departments, federal health agencies and biotechnology companies to analyze the effectiveness of new drugs and interventions, identify risk factors for disease and develop effective prevention strategies.

Environmental Health Sciences is designed to (a) help students understand how environmental factors including biological, physical and chemical factors affect the health of a population; and (b) gain knowledge and skills to develop practical strategies for mitigating the effects of harmful environmental hazards. Graduates learn how to conduct laboratory analysis of environmental contaminants, develop plans to prepare communities to respond to manmade and natural disasters, incorporate health promoting principles into urban design, and develop safety plans for companies. Students benefit from the college's faculty research expertise in bio-preparedness, microbiology and occupational health and safety. Career opportunities in environmental health sciences include positions in research and clinical laboratories, environmental protection agencies, manufacturing companies, emergency management agencies and state and local health departments.

Epidemiology trains students to analyze the distribution and determinants of disease, disabilities and death in populations. Graduates are able to apply quantitative and qualitative methods to investigate disease outbreaks, determine causal relationships between environmental and biological factors, and conduct studies to project health trends in populations. Students in this specialization benefit from public health faculty research agendas in bio-preparedness, public health surveillance systems, chronic disease, cancer and infectious disease epidemiology. Career opportunities for graduates include research positions in universities, medical schools and pharmaceutical companies; disease prevention specialists in hospitals; and surveillance managers in state and local health departments.

Health Policy and Management trains students to address public health risks and develop effective health services delivery models. It is an interdisciplinary program that incorporates health services research, health policy analysis and health care planning and management. Given the active research of the college's faculty in identifying service gaps and in developing evidence-based practices and policy analysis, students emerge with strong skills in health services management, alternative models of service financing and strategies for improving services. Career opportunities for graduates include administrative and management positions in hospitals, clinics, state and local health departments, nursing homes and mental health facilities; policy analyst positions in health planning organizations and governmental agencies; and planning and management positions in health maintenance organizations and health insurance companies.This concentration is offered fully online in addition to onsite on the Kent Campus. A blended/hybrid option is also available focusing on leadership and organizational change.

Social and Behavioral Sciences provides students with an interdisciplinary understanding of the theoretical basis of health behavior in populations across the life course and how to apply theoretical principles to design effective health behavior management strategies. Graduates are able to design and evaluate public health interventions intended to improve health for families, workplaces, communities, and law enforcement/criminal justice settings. The active research of the college's faculty, particularly in the areas of childhood obesity, violence and injury prevention, substance abuse prevention, and chronic disease prevention, provides students the opportunity to work on large-scale externally funded prevention research. Students are prepared for careers in health education and promotion; program design and evaluation; and prevention program developments for state and local health departments, workplace health promotion programs, hospitals, international health agencies, mental health centers and non-profit organizations. This concentration is available fully online.

The **Ph.D.** in Public Health consists of concentrations in Prevention Science, Epidemiology, and Health Policy and Management

The Ph.D. in Public Health, **Epidemiology** concentration, is designed to train students to examine the distribution and determinants of diseases in populations. Graduates of this program will be able to apply quantitative and qualitative methods to examine critical and/or emerging health issues, gain advanced ability to conduct large studies and analyze data sets in order to project health trends in populations of interest. Students in this specialization will benefit from active faculty research agendas in biopreparedness, public health surveillance systems, chronic disease, cancer and infectious disease epidemiology.

Doctoral students in the **Health Policy and Management** concentration will learn to design and implement studies and use advanced research methods to examine critical and emerging health issues. A focus on interdisciplinary skills to meet the rapidly changing health needs of communities is at the heart of this degree program. Students will benefit from active faculty research agendas in health systems research, occupational health and safety, reproductive health, HIV/AIDS, access to health care, health literacy, substance abuse prevention and community-based programming.

Prevention Science is an interdisciplinary program aimed at promoting healthy behaviors in populations across the life course. Graduate of this program are able to design and evaluate public health interventions and have expertise in a variety of theoretical and substantive perspectives for the purpose of conducting research within systems of the family, health and education, workplace, community, and law enforcement/criminal justice settings. The active research of the faculty in the College of Public Health at Kent State University will provide students the opportunity to work on community-based prevention research.

Admission Requirements   **M.P.H.:** Minimum undergraduate GPA of 3.0, official transcript(s), goal statement, three letters of recommendation and acceptable GRE scores or other standardized graduate admission exam (GMAT, MCAT, LSAT or PCAT). GRE scores may be waived, as determined by department chairs using departmental criteria. Contact the department chair for more information.

Ph.D.: Master's degree from an accredited college/university in related discipline with a minimum graduate GPA of 3.0, acceptable GRE score or other standardized graduate admission exam with a quantitative components (may be waived as determined by graduate coordinator), personal statement and resume, three letters of recommendation, TOEFL score (if applicable), required interview with faculty.

For more information about graduate admission, please visit the Graduate Studies website.

Graduation Requirements   **M.P.H.:** Minimum 46 total credit hours.

Ph.D.: Minimum 90 total credit hours.

- BEAIRD, HEATHER (2011) Assistant Professor, Ph.D., Case Western Reserve University, 2005
- BHATTA, MADHAV P. (2009) Associate Professor, Ph.D., University of Alabama-Birmingham, 2007
- CHERUVU, VINAY K. (2010) Assistant Professor, Ph.D., Case Western Reserve University, 2012
- ENG, ABBEY L. (2006) Assistant Professor, Ph.D., Bowling Green State University, 2007
- HART, FRANCIS C. (2012) Associate Professor, Ph.D., Ohio University, 2010
- JAMES, MARK A. (2010) Professor and Department Chair, Ph.D., University of Illinois-Urbana-Champaign, 1979
- PHILLIPS, LYNETTE (2010) Associate Professor, Ph.D., University of North Carolina-Chapel Hill, 2007
- SMITH, TARA C. (2013) Associate Professor
- STEDMAN-SMITH, MAGGIE (2009) Assistant Professor, Ph.D., University of Minnesota-Twin Cities, 2008
- WOOLVERTON, CHRISTOPHER J. (1995) Professor, Ph.D., West Virginia University, 1986
- ZULLO, MELISSA D. (2009) Associate Professor, Ph.D., Case Western Reserve University, 2009

Department of Health Policy and Management

- ALEMAGNO, SONIA (2009) Professor and College Dean, Ph.D., Case Western Reserve University, 1990
- BREWER, THOMAS W. (2002) Associate Professor, Ph.D., State University of New York-Albany, 2003
- FISCHBEIN, REBECCA L. (2014) Assistant Professor, Ph.D., University of Akron, 2005
- HOORNBEEK, JOHN A. (2006) Associate Professor, Ph.D., University of Pittsburgh, 2004
- KENNE, DERIC (2011) Assistant Professor, Ph.D., University of Akron, 2010
- LANESE, BETHANY (2015) Assistant Professor
- OGLESBY III, WILLIE H. (2009) Associate Professor, Ph.D., University of South Carolina, 2008
- STALEY, JOHN (2009) Assistant Professor, Ph.D., University of University of North Carolina-Chapel Hill, 2008
- VANGEEST, JONATHAN B. (2011) Professor and Department Chair, Ph.D., University of Illinois-Chicago, 1998
- ZAKARIASEN, KENNETH L. (2012) Professor, Ph.D., University of Minnesota-Twin Cities, 1978

Department of Social and Behavioral Sciences

- BHARGAVA, TINA D. (2012) Assistant Professor, Ph.D., University of Pittsburgh, 2012
- CHATFIELD, SHERYL L. (2015) Assistant Professor
- GAMBLE, ABIGAIL (2015) Assistant Professor   Remove Department Chair
- HALLAM, JEFFRY S. (2013) Professor and Department Chair, Ph.D., The Ohio State University, 1995
- JEFFERIS, ERIC S. (2002) Associate Professor, Ph.D., University of Cincinnati, 2004
- KNIGHT, KRISTINA N. (2015) Assistant Professor, Ph.D., Kent State University, 2014
- SHAFFER-KING, ELIZABETH L. (2009) Lecturer, M.A., State University of New York-Albany, 1984
- STEP, MARY M. (2015) Assistant Professor, Ph.D., Kent State University, 1998
- STEPHENS, MARGARET C. (2012) Associate Professor, Ph.D., University of Akron, 1999
- WIDUCK, CINDY L. (1993) Lecturer, B.S., Kent State University, 1988
- YODER, JANICE D. (2015) Professor, Ph.D., State University of New York-Buffalo, 1979

As a top Ohio undergraduate and graduate school, Kent State's eight campuses offer the resources of a large university with the friendly atmosphere of a liberal arts college. Enroll today to start pursuing your future at one of the best colleges in Ohio. We've been educating graduates for over 100 years; join us today.

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A-Z Index

Kent State University Catalog 2016 - 2017

Search

College of Public Health

» View Undergraduate Programs

» View Minors

» View Graduate Programs

» View Policies

» View Faculty

Public Health - M.P.H. and Ph.D.

Kent State University 2016 Catalog > College of Public Health > Graduate Programs > Public Health - M.P.H. and Ph.D.

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Department	College of Public Health 326 Lowry Hall Tel: 330-672-6500 E-mail: publichealth@kent.edu Web: www.kent.edu/publichealth

Resources

Program Requirements

College Policies

Academic Policies

KENT STATE
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December 1, 2016

Jeffrey S. Hallam, PhD
Interim Associate Dean for Research
Professor, Social and Behavioral Sciences
College of Public Health
335 Lowry Hall
750 Hilltop Dr.
Kent, OH 44242

RE: **Proposed Online MPH Degree Program in Social & Behavioral Sciences**

Dear Jeff,

On behalf of the Department of Biostatistics, Environmental Health Sciences, and Epidemiology, I am pleased to report that the faculty has unanimously approved support for your proposed online MPH degree program in Social and Behavioral Sciences (SBS).

We believe that your new program will complement our existing efforts across departments in the college. In addition, the online program will attract additional students who are unable to access the Kent Campus in a traditional manner.

We look forward to participating in this new program as we continue to grow the College of Public Health at Kent State University.

Sincerely,

Mark A. James, PhD
Professor and Chair
Department of Biostatistics, Environmental Health Sciences,
      and Epidemiology

College Curriculum Meeting Minutes

11/10/2016

Present: Eric Jefferis, Jonathan VanGeest, Melissa Zullo

I.   Courses approved:
   a. SBS 73011: Qualitative Data Analysis
   b. SBS 73010: Qualitative Methods for Public Health Research
   c. HPM 53011 Public Health Evaluation Methods with the revision of title to Public Health Evaluation Methods I
II. Approval of Online MPH in SBS
III. Approval of HPM Certificate in Public Health with amendment. SBS FAC discussed proposal this morning and voted to approve. Course number SBS 60195 will be changed once the basic data sheet is created. Amendment – HPM will add the SBS course Community Based Participatory Research to the list of "plus one."

Ohio | Board of Regents
University System of Ohio

John R. Kasich, Governor
John Carey, Chancellor

Change Request:
Online or Blended/Hybrid Delivery

This form is to request authorization to deliver 50 percent or more of a degree/degree program that has previously been approved by the chancellor using an online or blended/hybrid[1] delivery model. The 50 percent marker excludes internships, clinical practicum, field experiences and student teaching.

Date of submission: November 18, 2016

Name of institution: Kent State University

Degree/degree program to be offered using online or blended/hybrid delivery:
Master of Public Health with a concentration in Social and Behavioral Sciences

Primary institutional contact for the request
Name: Melody Tankersly, PhD
Title: Senior Associate Provost and Graduate Studies Dean
Phone number: 330-672-8613
E-mail: mtankers@kent.edu

Proposed start date: FALL 2017

Date that the request received final approval from the appropriate institutional committee:
Approved by the Educational Policies Council,
a subcommittee of the Faculty Senate on [DATE]

Institution has Higher Learning Commission approval for online or blended/hybrid delivery: Yes

Educator preparation program that leads to licensure or endorsement: No

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[1] For this document, the following definitions will be used:
Online: A course where most (80+ percent) of the content is delivered online and typically requires no face-to-face meetings.
Blended/hybrid: Course that blends online and on-ground/face-to-face delivery. Substantial proportion of the content is delivered online; typically uses online discussion and has a reduced number of face-to-face meetings.
Web-facilitated: Course that uses web-based technology to facilitate what is essentially a face-to-face course. Examples of this may be the instructor posting the syllabus or list of assignments on a web page or to a course management system, or requiring some quizzes to be taken via an online method.
On-ground (aka traditional or face-to-face): Course that uses little or no online technology, where content is primarily delivered orally or in writing. For this document, on-ground courses include those that are web-facilitated.

1. INSTITUTIONAL SUPPORT

1.1 Describe the learning management system (LMS) that the institution will be using for its online or blended/hybrid course offerings.

The learning management system used at Kent State is Blackboard Learn. This is used to facilitate student-instructor interaction via the online communication tools within the learning management system. This technology provides one central location for course instructional materials, assessments, assignments and communication using discussion boards, journaling, email, message boards and announcements as appropriate.

1.2 Describe the institution's options and processes for students and faculty in need of ADA accommodations for online teaching and learning.

Kent State University (KSU) supports the provisions of General Standard 8, Accessibility in the Quality Matters Rubric.

KSU online course design, development, and delivery support reasonable accommodation for all participants. Courses are delivered via the Bb Learn learning management system (LMS.) Bb Learn LMS complies with all major international standards in the area of accessibility, including XHTML Strict 1.0. For more information on Bb Learn's accessibility compliance, please visit the Accessibility page in the Resources section of the Blackboard website.

The Learning Management System, Bb Learn is in conformance with the Web Content Accessibility Guideling (WCAG) 2.0 Priority AA. It also has Gold Level Certification for non-visual access issued by The National Federation of the Blind.

KSU online courses include the following:

Link to description of Blackboard Learn LMS accessibility features.
Link to tutorial on how to use Blackboard Learn with a screen reader.
Use of (X)HTML Alt attribute to convey appropriate descriptive information about graphic images.
Appropriate color combinations that minimize color blindness effects.
Appropriate font and font-size combinations to improve readability.
Minimal use of bullets and/or charts for participants using screen readers.
Transcripts and/or closed captions for audio and video learning materials.
Transcripts and PowerPoint files for narrated slide presentations.

Students who require additional accommodations should contact Student Accessibility Services (SAS) V/TDD 330-672-3391 M-F 8am - 5 pm, or visit the SAS web site http://www.kent.edu/sas/.

1.3 Describe the technical and help desk support services available to students and faculty (hardware and software systems).

Links are provided to Kent State University student support services including Blackboard Learn tutorials, online tutoring through the Academic Success Center, online resources in Career Services Center, online Academic Advising, and accessibility accommodations for online students.

Academic Honesty and Plagiarism - Information on understanding, identifying, and avoiding plagiarism in an academic setting is provided in each syllabus.

Blackboard Learn Support Services - There are several ways to get help with Blackboard. Students can view over two dozen tutorial videos on the student section of the **Blackboard** website or for further assistance, students can click on the link to the **Kent State University Helpdesk** at 330.672.HELP (4357), or visit **support.kent.edu**.

Career Services - Kent State Career Services offers a variety of career counseling information resources online.

Kent State University Library Resources – Students can access through the Kent State University Library web portal the same resources available to on ground students. . To access the library web portal from a remote location students will first need to install and configure Cisco VPN software.

Online Academic Advising - The Office of Continuing and Distance Education provides preliminary academic advising for students enrolled in web-based courses. Once enrolled, each MPH student has a faculty member as an assigned advisor.

Student Accessibility Services - Student Accessibility Services (SAS) provides assistance to students with varying degrees and types of disabilities in order to maximize educational opportunity and academic potential.

Student Ombuds - Office of the Student Ombuds provides students with confidential consultation in assisting with resolution of university-related concerns, grievances or appeal.

University Bookstore - Textbooks, computer hardware and computer software applications can be purchased online through the KSU bookstore.

Writing Commons - The Writing Commons provides online tutoring to help students improve their writing skills.

1.4 Explain the institution's policies and procedures related to ensuring the integrity of student work in online programs (e.g., for establishing student identity, for controlling the conditions of examinations, etc.).

Kent State provides proctored testing either onsite, approved off-campus sites or through a software service, Proctor U.

1.5 Indicate whether the institution has entered into a collaborative agreement with a 3rd party provider to provide content/curriculum or resources/services to support the delivery of the program. If so, indicate the parties involved, purpose and timeline of the agreement. Submit a copy of the agreement as an appendix item.

No - Kent State will develop content and deliver courses. A third party vendor is used for marketing purposes.

1.6 Have the appropriate accreditation agencies been informed of the proposed change?

The Council on Education for Public Health (CEPH) requires that online programs deliver the same program as the on ground program and this is a part of the accreditation process.

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2. ADMINISTRATIVE AND STUDENT SUPPORT SERVICES

2.1 Describe how students in the online program will have access to the following services. Indicate how the services available to the online students are comparable to those available to students in the on-ground program:

- **Administrative services (admissions, financial aid, registration, student records)**

  All of these services are available to students online or via telephone if additional one on one assistance is required.

- **Advising regarding program planning and progress**

  The academic department provides all support for academic advising.

- **Library resources**

  Extensive online access is available to the KSU library collection and services. Also, telephone support is available is one on one assistance is required.

- **Psycho-social counseling**

  Student in online programs are referred to local counseling resources when necessary.

- **Career advising**

  The university offers career advisement to all Kent State students. Online students are eligible to receive the same supports, training, coaching, etc. that is available to face to face students by appointment and at time utilizing various telecommunications and/or web based communication tools. In addition, online MPH students have access to career advising services provided to on ground MPH students.

- **Placement services**

  Kent State does not have placement services designed distinctly for online students, however, by appointment online students can seek access to placement services via telecommunications and/or web based tools.

2.2 Describe the admission requirements for the online or blended/hybrid program. If these are different from those for the on-ground program, discuss the rationale for the differing requirements.

M.P.H.: Minimum undergraduate GPA of 3.0, official transcript(s), goal statement, three letters of recommendation and acceptable GRE scores or other standardized graduate admission exam (GMAT, MCAT, LSAT or PCAT). GRE scores may be waived, as determined by department chairs using departmental criteria. Contact the department chair for more information.

3. CURRICULUM

3.1 Will the online or blended/hybrid program be offered <u>instead of</u> or <u>in addition to</u> the onsite program?

The online program will be in addition to on the ground program offered on the Kent campus.

3.2 Indicate whether the online or blended/hybrid program is equivalent to the on-ground program (e.g., expected outcomes, number of credits, course availability, etc.). If there are differences, please explain.

The program is the same (expected outcomes, number of credits, courses required).

3.3 Describe how interaction (synchronous or asynchronous) between the instructor and the students and among the students is reflected in the design of the program and its courses.

Students may interact with instructors in the online discussion section, via email, Skype and telephone.

3.4 Explain how students are supported and counseled to ensure that they have the skills and competencies to successfully complete the curriculum in an online learning environment.

Each online student will be required to complete an orientation to the online graduate program environment and requirements. Students who have never participate in online courses will be required to complete a technical skills orientation online.

3.5 Describe the evaluation systems used to measure the quality and effectiveness of the program delivered in an online or blended/hybrid format.

The evaluation process will be the same as for the in class and blended format, including structured course learning outcomes that link to the program competencies. Students in the online program must complete the same assignments, exams, and culminating experience expectations.

3.6 Using the chart below, please list the courses that make up the major/program and indicate whether they are delivered using an online, blended/hybrid or on-ground format (see definitions on first page). Identify all new courses (i.e., courses that are not a part of the approved, on-ground curriculum.) *Please provide a syllabus for each new course as an appendix item.*

No new courses will be developed. On-ground courses are taught at the Kent campus. As all courses for this program have been taught in the blended/hybrid format, the final stage of development is to prepare the classes for full online delivery. This process is in progress.

Course		Online	On-ground (including web facilitated)	Course currently required in approved program	Comments (as needed)
BST 52019	Biostatistics	X	X	Yes	
EHS 52018	Environmental Health	X	X	Yes	
EPI 52017	Pub Hlth Epidemiology	X	X	Yes	
HPM 52015	Emerging Issues	X	X	Yes	
HPM 52016	Pub Hlth Administration	X	X	Yes	
SBS 50020	SBS Theories	X	X	Yes	
SBS 50002	Quantitative Methods in SBS	IP	X	Yes	
SBS 50030	Seminar in SBS	IP	X	Yes	
SBS 53008	Grant Writing in SBS	X	X	Yes	
SBS 54639	Social Determinants	X	X	Yes	
HPM 53007	PH Planning, Implem, Eval	X	X	Yes	
SBS 60192	Practicum	X	X	Yes	
	Approved electives (two courses)	IP or X	X	Yes	

IP= online development in progress

4. FACULTY AND ADMINISTRATION

4.1 Describe the duties of the individual who has major responsibility for the administration and coordination of the online or blended/hybrid program. Describe the qualifications of this individual for the oversight of a distance education program and provide this individual's CV as an appendix item.

The major responsibility for the administration of this program is assigned to Dr. Jeffrey Hallam, full time Associate Dean in the College of Public Health. Dr. Hallam has experience in developing and administering the blended/hybrid and on ground MPH programs. He was responsible for the on-line BSPH Health Promotion and Education concentration for three years, including course development and quality monitoring. He has overseen the development of all online courses for the MPH program in Social and Behavioral Sciences.

4.2 Describe faculty members' responsibilities to the online or blended/hybrid program. In your response, indicate how faculty members' responsibilities to the online or blended/hybrid program affect their responsibilities to the on-ground program, including teaching load, advising, research/scholarship, and participation in faculty committees/governance. Are additional faculty members going to be hired to implement the online or blended/hybrid program? Will these faculty members participate in only the online or blended/hybrid program or will they participate in the on-ground program as well.

Distance education courses are included in a faculty member's load the same as other courses. The courses require the same office hours and advising requirements.
The delivery of the online program courses can be incorporated into the current faculty workload. A current faculty member will assume advising for the online students. As there is an increase in enrollment in the online program, there will be a need to hire an MPH Online Coordinator.

4.3 Describe the mechanisms used to ensure that faculty members have the appropriate qualifications and support to teach successfully in an online environment. Include in your response the pedagogical and technical support provided for the design, production and management of online courses, as well as institutional support for all essential technology.

The College of Public Health has a full time Ph.D. level instructional designer who supervises the online program instructional designers and is responsible for implementing the Quality Matters program (Dr. Sasi Benziger). Faculty have in house full time technical support for online courses including assistance with course development. All essential technology is assured.

4.4 Using the form below, provide the information requested for each member of the instructional staff. A faculty member must be identified for each course to be taught during the first two years of program delivery. If a faculty member has not yet been identified for a course, indicate that as an "open position" and describe the necessary qualifications in the matrix (as shown in the example below). *A copy of each faculty member's CV must be included as an appendix item.*

Name of instructor	Rank or title	Full-time/part-time	Terminal degree title, discipline on diploma, institution, year	Course instructor will teach in proposed program	Experience teaching distance education courses/ professional development in DL	Number of courses instructor will teach/year (include traditional and DL)
Sheryl Chatfield	Assistant Professor	FT	PhD, Health and Kinesiology, The University of Mississippi, 2012,	Seminar in SBS (SBS 50030) Quantitative Methods in SBS (SBS 50002)	three years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	3
Mary Step	Assistant Professor	FT	PhD, Communication Studies, Kent State University, 1998	SBS Theories (SBS 50020) Seminar in SBS (SBS 50030)	two years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	4
Kristina Knight	Assistant Professor	FT	PhD, Health Education & Promotion, Kent State University, 2014	SBS Theories (SBS 50020) SBS 60192 Practicum	four years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	4
Margaret Stephens	Associate Professor	FT	PhD, Sociology, The University of Akron, 1999	Social Determinants (SBS 54639) SBS Theories (SBS 50020) Quantitative Methods in SBS (SBS 50002)	five years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	8
Eric Jefferis	Associate Professor	FT	PhD, Division of Criminal Justice, University of Cincinnati, 2004	Grant Writing (SBS 50008)	three years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	4
Jeff Hallam	Professor	FT	PhD, School of Health, Physical Education and Recreation, The Ohio State University, 1995	Health Program Planning, Implementation & Evaluation (HPM 53007)	eight years experience teaching online courses; completed Quality Matters Peer Reviewer Certification	1

APPENDICES

Appendix Description
   A   Teaching Faculty CVs
   B

Kent State verifies that the information in this request is truthful and accurate.

Respectfully,

signed after EPC

Todd A. Diacon
Senior Vice President for Academic Affairs and Provost