HS 163: Public Health Administration
Fall 2004

Professor: Sandi Donohue, DPA, REHS  Phone: 559-278-4747
Email: sdonohue@csufresno.edu
Office: McLane J-Wing, Room 14
Office Hrs: MF 9-10:00 am
W 2-5:00 pm (by appt)

Course Description

This course is 3 units and meets 1:00-1:50 on MWF in Lab School (LS), Room 163. The content of the course considers several facets of public health administration, including historical issues, management principles, laws and regulations, core functions of public health administrators, and future challenges in public health.

Prerequisites
None

Course Goals and Objectives

The primary goals of this course are to provide the student with an overview of the field and practice of public health administration, and with a conceptual understanding of how agencies and programs provide for the public’s health in the United States. Upon completion of this course, the student will be able to:

- Identify and discuss the significance of key factors performed by public health administrators.
- Describe appropriate administrative methods for running a public agency.
- Measure and analyze health statistics and information.
- Develop an insight into future trends in public health administration.

Required Texts


ISBN: 0-395-90606-7

Examinations

There will be three exams (including the final), each worth 100 points, for an exam total of 300 points. The exams will each have 25-50 multiple-choice questions (each worth 2 points), and
may have fill-in, problem solving, short answer, or short essay questions. Students will be required to provide a Scantron (882 ES) for the multiple choice portion of each exam

Students are expected to take the exams within a range of times/dates outlined in the schedule below. In the rare event that an emergency should arise, the student MUST notify the instructor (by phone message or email) prior to the exam time and date that they will miss the exam. The instructor will then arrange for the student to take a similar exam or otherwise do a makeup. If the instructor not notified prior to the test, the student will receive a grade of zero points for the exam.

Written Projects (Assignments/Exercises)
The projects will range in point value from 10 to 25 points each, with a project total of 100 points.

Grading
This course will have three exams (two midterms and one final), each worth 100 points, for an exam total of 300 points. It will also have a project total of 100 points. Grading will be determined by a statistical curve of the possible 400 points. There will be no other assignments.

Course and University Policies

Course Policies and Prohibitions: Students are expected to regularly attend class, participate in discussions, and complete all required reading in a timely fashion. Unless otherwise instructed, students are also expected to work independently at all times.

Disruptive Classroom Behavior: Any disruptive or distracting behavior is prohibited, including, but not limited to: Side conversations during lecture, cell phone usage, tape-recording of lecture, bringing visitors or guests to class, use of inappropriate language, or in any way demeaning or disturbing others in the class. (Please refer to the University Policy on Disruptive Classroom Behavior, which can be found in the Schedule of Courses).

Students with Disabilities: Upon identifying themselves to the instructor and the university, students with disabilities will receive reasonable accommodation for learning and evaluation. For more information, contact Services to Students with Disabilities in Madden Library 1049 (278-2811).

Cheating and Plagiarism: “Cheating is the actual or attempted practice of fraudulent or deceptive acts for the purpose of improving one’s grade or obtaining course credit; such acts also include assisting another student to do so. Typically, such acts occur in relation to examinations. However, it is the intent of this definition that the term ‘cheating’ not be limited to examination situations only, but that it include any and all actions by a student that are intended to gain an unearned academic advantage by fraudulent or deceptive means. Plagiarism is a specific form of cheating that consists of the misuse of the published and/or unpublished works of others by misrepresenting the material (i.e., their intellectual property) so used as one’s own work.” Penalties for cheating and plagiarism range from a 0 or F on a particular assignment, through an F for the course, to expulsion from the university. For more information on the University’s
policy regarding cheating and plagiarism, refer to the *Schedule of Courses* (Legal Notices on Cheating and Plagiarism) or the *University Catalog* (Policies and Regulations).

**Computers:** “At California State University, Fresno, computers and communications links to remote resources are recognized as being integral to the education and research experience. Every student is required to have his/her own computer or have other personal access to a workstation (including a modem and a printer) with all the recommended software. The minimum and recommended standards for the workstations and software, which may vary by academic major, are updated periodically and are available from Information Technology Services ([http://www.csufresno.edu/ITS/](http://www.csufresno.edu/ITS/)) or the University Bookstore. In the curriculum and class assignments, students are presumed to have 24-hour access to a computer workstation and the necessary communication links to the University’s information resources.”

**Subject to Change**

This syllabus and schedule are subject to change in the event of extenuating circumstances. It is the student’s responsibility to check on announcements on a regular basis.
HS 163: Course Schedule
Fall 2004

Important Course Dates
- September 6: Labor Day, no classes
- Week of Sept 27: First exam
- Week of Nov 8: Second exam
- Week of Nov 24-26: Thanksgiving Recess
- Week of Dec. 13: Final exams

Weekly Topics and Reading Assignments

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<tr>
<th>Week</th>
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<th>Topic</th>
<th>Reading in Turnock</th>
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<tbody>
<tr>
<td>1</td>
<td>Aug. 23</td>
<td>Intro to Public Health Admin</td>
<td>Chapter 1</td>
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<td>2</td>
<td>Aug. 30</td>
<td>Defining and Measuring Health</td>
<td>Chapter 2</td>
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<td>3</td>
<td>Sept. 6</td>
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<td>4</td>
<td>Sept. 13</td>
<td>Health Services and P.H.</td>
<td>Chapter 3</td>
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<td>5</td>
<td>Sept. 20</td>
<td>Cont.</td>
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<td>6</td>
<td>Sept. 27</td>
<td><strong>Exam I</strong></td>
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<td>7</td>
<td>Oct. 4</td>
<td>Law, Government, and P.H.</td>
<td>Chapter 4</td>
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<td>8</td>
<td>Oct. 11</td>
<td>Cont.</td>
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<td>9</td>
<td>Oct. 18</td>
<td>P.H. Core Functions &amp; Practice</td>
<td>Chapter 5</td>
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<td>10</td>
<td>Oct. 25</td>
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<td>11</td>
<td>Nov. 1</td>
<td>Infrastructure of P.H.</td>
<td>Chapter 6</td>
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<td>12</td>
<td>Nov. 8</td>
<td><strong>Exam II</strong></td>
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<td>13</td>
<td>Nov. 15</td>
<td>Public Health Leadership</td>
<td>Handouts/links</td>
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<td>14</td>
<td>Nov. 22</td>
<td>Public Health Interventions</td>
<td>Chapter 7</td>
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<td>15</td>
<td>Nov. 29</td>
<td>PH Emer. Preparedness/Response</td>
<td>Chapter 8</td>
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<td>16</td>
<td>Dec. 6</td>
<td>The Future of P.H.</td>
<td>Chapter 9</td>
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<td>17</td>
<td>Dec. 13</td>
<td><strong>Exam III</strong> (Mon, 12/13, 1:15 pm)</td>
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Resource Materials

**InfoComp**: CSU, Fresno/Bakersfield Information Competency Website in the Social Sciences
http://www.csub.edu/~jross/projects/infocomp/
http://www.csub.edu/~jross/projects/infocomp/toolbox/InfoCmpToolBx.htx

http://webster.comnnet.edu/apa/apa_intro.htm