



Division of Health Behavior and Health Promotion
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Columbus, OH 43201
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Web <http://cph.osu.edu>

March 6, 2016

Catherine Montalto, PhD
Chair, Council on Academic Affairs Curriculum Subcommittee
Graduate School
The Ohio State University

Dear Professor Montalto,

We appreciate the positive feedback that the subcommittee sent to us regarding the proposal for a Graduate Minor in Health Behavior and Health Promotion from the College of Public Health. We have revised the proposal based on feedback from the subcommittee and academic deans in related colleges. We have summarized the changes in the revised proposal in bold font after each comment.

1. The list of courses which can be "selected" as part of the minor includes PUBHHBP 7544. The proposal indicates this is a 2 credit hour course, but the course catalog lists the course as 3 credit hours. Additionally, PUBHHBP 7550 is listed twice. In the course catalog, PUBHHBP 7550 is listed as Special Topics in Health Behavior and Health Promotion, available for variable credit (1-6 hours). If it is the case that the two 7550 courses listed in the proposal are regular offerings of the Special Topics course and are offered for 2 credit hours each, clarify this information in the proposal.

We have fixed the following errors in the Graduate Minor in Public Health Behavior and Promotion proposal:
1) PUBHHBP 7544 is listed as a 3 credit hour course; 2) PUBHHBP 7550 is listed only once for variable credit (1-6 hours).

2. The "Approved Courses" for the Health Behavior and Health Promotion minor are listed beginning on page 2 of the proposal, with an indication that a total of 12 credit hours are needed. Changing this wording to "Total of at least 12 credit hours" may be more veracious. In reality, a student might complete 12 or 13 credit hours depending on the courses chosen from the "Select" list. For example, a student could complete the three required 3-credit hour courses, and select one 3-credit hour course from the "Select" list for a total of 12 credits. However, if the student's interest is in a 2-credit hour course, they would have 11 credits and would need to select another course to meet the 12 credit hour minimum. If they selected a second 2-credit hour course, they would complete 13 credit hours. The committee wondered if the need to complete 12 credit hours will drive students toward the 3-credit hour courses on the select list, and away from the 2-credit hour courses on the select list. If this is an unintended consequence, it may deserve re-examination.

The wording has been changed to "Total of at least 12 credit hours" as suggested by the subcommittee. We understand the unintended consequence that a student may chose a 3-credit course over a 2-credit hour course, however, we think that a minor should be at least a minimum of 12 credit hours and we do not want to restrict the graduate student's course choice for the minor.

3. Please obtain concurrence letters/letters of support from academic deans in "related" graduate programs (programs with shared interest, and where prospective student may be enrolled) including Nursing, Health and Rehabilitation Sciences, Medicine, and Social Work indicating their awareness of and support for the new minor.

Requested letters of support are attached from:

College of Nursing: Cindy Anderson, PhD, RN
Associate Dean for Academic Affairs and Educational Innovation

College of Social Work: Denise Bronson, MSW, PhD
Associate Dean for Academic Affairs

4. Include in your proposal the mechanism for admission to the minor and verification that the minor is earned. Feel free to use the Graduate School's graduate minor operating procedures available at <http://www.gradsch.osu.edu/Depo/PDF/GraduateMinorProgramForm.pdf>

The revised proposal includes the mechanism for admission to the Graduate Minor in Public Health Behavior and Promotion and verification that the minor is earned. Our responses to these issues are based on current OSU Graduate School's Graduate Minor operating procedures.

5. Student Advising Sheet: Develop a student advising sheets for the minor that clearly communicates to students the program requirements as well as enables them to document completion of program requirements. An example is attached.

We have included the developed student advising sheet for the Graduate Minor in Public Health Behavior and Promotion in the revised proposal. The advising sheet lists program requirements and space to document completion of program requirements.

6. Suggestions by an academic dean from one of the related colleges.
Title of Graduate Minor has been changed from "Health Behavior and Health Promotion" to "Public Health Behavior and Promotion."

Thank you for giving the College of Public Health an opportunity to provide the subcommittee members with a revised proposal. Please let us know if the subcommittee needs any further information.

Sincerely,



Mira L. Katz, PhD, MPH
Professor
Chair, CPH Graduate Studies Committee

From: Montalto, Catherine [<mailto:montalto.2@osu.edu>]
Sent: Monday, February 08, 2016 8:34 PM
To: Katz, Mira L; Bisesi, Michael
Cc: Herness, Scott; Montalto, Catherine
Subject: Graduate Minor - Health Behavior and Health Promotion

Good evening Dr. Katz and Dr. Bisesi,

The Graduate School/Council on Academic Affairs Curriculum Subcommittee met on Friday, February 5, 2016 and reviewed the proposal for the Graduate Minor in Health Behavior and Health Promotion from the College of Public Health. The committee concurs that the focus of the minor will have broad appeal.

The committee's feedback and requests are summarized below.

1. The list of courses which can be "selected" as part of the minor includes PUBHHBP 7544. The proposal indicates this is a 2 credit hour course, but the course catalog lists the course as 3 credit hours. Additionally, PUBHHBP 7550 is listed twice. In the course catalog, PUBHHBP 7550 is listed as Special Topics in Health Behavior and Health Promotion, available for variable credit (1-6 hours). If it is the case that the two 7550 courses listed in the proposal are regular offerings of the Special Topics course and are offered for 2 credit hours each, clarify this information in the proposal.
2. The "Approved Courses" for the Health Behavior and Health Promotion minor are listed beginning on page 2 of the proposal, with an indication that a total of 12 credit hours are needed. Changing this wording to "Total of at least 12 credit hours" may be more veracious. In reality, a student might complete 12 or 13 credit hours depending on the courses chosen from the "Select" list. For example, a student could complete the three required 3-credit hour courses, and select one 3-credit hour course from the "Select" list for a total of 12 credits. However, if the student's interest is in a 2-credit hour course, they would have 11 credits and would need to select another course to meet the 12 credit hour minimum. If they selected a second 2-credit hour course, they would complete 13 credit hours. The committee wondered if the need to complete 12 credit hours will drive students toward the 3-credit hour courses on the select list, and away from the 2-credit hour courses on the select list. If this is an unintended consequence, it may deserve re-examination.
3. Please obtain concurrence letters/letters of support from academic deans in "related" graduate programs (programs with shared interest, and where prospective student may be enrolled) including Nursing, Health and Rehabilitation Sciences, Medicine, and Social Work indicating their awareness of and support for the new minor.
4. Include in your proposal the mechanism for admission to the minor and verification that the minor is earned. Feel free to use the Graduate School's graduate minor operating procedures available at <http://www.gradsch.osu.edu/Depo/PDF/GraduateMinorProgramForm.pdf>
5. Student Advising Sheet: Develop a student advising sheets for the minor that clearly communicates to students the program requirements as well as enables them to document completion of program requirements. An example is attached.

Please incorporate changes into a revised proposal and summarize these changes in a cover letter. Once this information is received, the committee will return to the review of the proposal.

Please let me know if you have additional questions.

Thank you.

Chair

Graduate School/Council on Academic Affairs Curriculum Subcommittee

Catherine P. Montalto, Ph.D.

Associate Professor

College of Education and Human Ecology Department of Human Sciences

115 F Campbell Hall, 1787 Neil Avenue, Columbus, OH 43210

614-292-4571 Office / 614-688-8133 Fax

montalto.2@osu.edu osu.edu

Proposal for a
Graduate Minor in Public Health Behavior and Promotion

Submitted by

Mira L. Katz, PhD
Chair, Graduate Studies Committee

Michael S. Bisesi, PhD
Senior Associate Dean of Academic Affairs

College of Public Health
March 6, 2016

Graduate Minor in Public Health Behavior and Promotion

Rationale and Purpose

The Division of Health Behavior and Health Promotion in the College of Public Health recognizes that public health is an interdisciplinary field. The Graduate Minor in Public Health Behavior and Promotion is intended to complement applicable PhD and Master's degree majors across Ohio State University to provide students with fundamental knowledge about public health behavior and health promotion and the related skills and approaches necessary to plan, implement, and evaluate health-related programs.

Benefit to Graduate Students

The Graduate Minor in Public Health Behavior and Promotion will benefit graduate students in other colleges and schools (Nursing, Social Work, Health and Rehabilitation Services) across the University who wish to focus on health behavior and health promotion. The Graduate Minor course work considers the ways that health behavior and health promotion are influenced by the social determinants of health including race, ethnicity, age, sexual orientation, culture, etc. from a public health perspective.

Competencies

Upon completion of the Minor in Public Health Behavior and Promotion students will be able to:

- Critically assess the evidence linking behavioral and psychosocial factors to health and illness.
- Apply behavioral and social science theory to the development, implementation, and evaluation of health promotion and disease prevention programs at multiple targets and different levels of intervention (intrapersonal, interpersonal, and community).
- Demonstrate cultural competency when planning health promotion and disease prevention activities.

Eligibility for Graduate Minor in Public Health Behavior and Promotion

1. Applicable PhD and Master's students currently enrolled at Ohio State University.
2. Student must have a minimum of a 3.0 graduate GPA to enroll in Graduate Minor in Public Health Behavior and Promotion.

Graduate Minor Requirements

1. In conjunction with their major academic advisor, graduate students should determine the appropriateness of pursuing a Graduate Minor in Public Health Behavior and Promotion.
2. Students must complete a total of at least 12 credit hours in Health Behavior and Health Promotion in the College of Public Health by selecting from the list of approved courses listed below.
3. No course overlap with student's major field of study (Exception: limited to one course if the course is a requirement for both the major and minor).
4. Student must maintain a 3.0 GPA in the Health Behavior and Health Promotion graduate courses to successfully complete the minor.
5. A graduate student (MPH, PhD) enrolled and majoring in the Division of Health Behavior and Health Promotion in the College of Public Health may not minor in Public Health Behavior and Promotion.

Health Behavior and Health Promotion: Approved Courses (Total of at least 12 credit hours)

Students must complete the required courses and may choose from the following approved elective courses.

REQUIRED COURSES: Graduate Minor in Public Health Behavior and Promotion

1. PUBHHBP 6510; Preventing Disease and Promoting Health through Behavioral Science (3 credits)
→ This is the Core Course in Health Behavior and Health Promotion; if the student has a strong background in basic Health Behavior and Health Promotion than substitute with PUBHHBP 8562; HBHP Advanced Theory of Health Behavior Change in Public Health Applications. This course substitute must be approved by the student's minor advisor. *ad committee? and*
2. PUBHHBP 7520; Community Health Assessment (3 credits) ✓
3. PUBHHBP 7522; Program Planning and Implementation (3 credits) ✓

ELECTIVE COURSES: Select from the courses listed below

PUBHHBP 7532; Program Evaluation in Public Health (3 credits)

PUBHHBP 7542; Settings and Special Populations in Health Promotion (3 credits)

PUBHHBP 7544; Cancer Behavioral Science (3 credits)

PUBHHBP 7550; Special Topics in Health Behavior and Health Promotion (1-6 credits)

PUBHHBP 7558; Social Ecological Strategies in Prevention (2 credits)

PUBHHBP 7562; Theoretical Approaches to Health Behavior Change in Public Health Applications (2 credits)

PUBHHBP 8562; HBHP Advanced Theory of Health Behavior Change in Public Health Applications (2 credits)

For Further Information: Contact the College of Public Health, Office of Academic Programs and Student Services, 1841 Neil Avenue 100 Cunz Hall, Columbus, OH 43210; 614-292-8350. Email: cph@cph.osu.edu. [Phyllis Pirie, Chair, Health Behavior and Health Promotion]

Graduate Minor in Public Health Behavior and Promotion
Division of Health Behavior and Health Promotion
College of Public Health

Advising Form (Page 1)

Student Contact Information

Student Name

Major Degree Program (e.g. PhD in Social Work; MS in Nursing, etc.)

OSU ID Number or OSU Name.#

Phone Number

Email Address (osu.edu)

Below please list the courses you have taken or are planning to take for the Graduate Minor in Public Health Behavior and Promotion. The guide below will be useful to developing your course plan.

1. Students must complete a total of at least 12 credit hours in Health Behavior and Health Promotion by selecting from the list of approved courses.
3. No course overlap with student's major field of study (Exception: limited to one course if the course is a requirement for both the major and minor).
4. Student must maintain a 3.0 GPA in the Health Behavior and Health Promotion courses to successfully complete the minor.
5. A graduate student (MPH, PhD) enrolled and majoring in the Division of Health Behavior and Health Promotion in the College of Public Health may not minor in Public Health Behavior and Promotion.

Graduate Minor in Public Health Behavior and Promotion
Division of Health Behavior and Health Promotion
College of Public Health

Advising Form (Page 2)

Course #	Course Title	Credit Hours	Semester (taken or planned)	Grade
Required Health Behavior and Health Promotion Courses (9 hours)				
PUBHHBP 6510	Preventing Disease and Promoting Health through Behavioral Science	3		
PUBHHBP 7520	Community Health Assessment	3		
PUBHHBP 7522	Program Planning and Implementation	3		
Elective Courses (at least 3 hours)				
For HBHP use only	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="flex-grow: 1;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Faculty, Health Behavior and Health Promotion Signature </div> <div style="text-align: right;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Date </div> </div>			
For CPH use only	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="flex-grow: 1;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Chair, Graduate Studies Signature </div> <div style="text-align: right;"> <div style="border-bottom: 1px solid black; width: 100%;"></div> Date </div> </div>			

Process for a Graduate Minor in Public Health Behavior and Promotion

1. In conjunction with their advisor, graduate students should determine the appropriateness of pursuing a Graduate Minor in Public Health Behavior and Promotion and how best to incorporate it into their program of study.
2. Graduate students must complete and submit a Minor and Graduate Interdisciplinary Specialization form at GRADFORMS.OSU.EDU. The form serves as the application to enroll. Once submitted the form is electronically directed to the chair/coordinator of the GIS or graduate minor program for review. The student's advisor also receives an e-mail notice that the form was submitted.
3. If the student is accepted into the program, the chair of the GIS or minor program approves the electronic program form. This action will route the form to the Graduate School.
4. Once the Graduate School approves the request, the student will receive a confirmation e-mail.
5. The student must adhere to the curriculum of the GIS or graduate minor program as indicated on the appropriate program form. If changes in the approved curriculum are necessary, the student must have the change approved by the GIS/minor program, who in turn will directly notify the Graduate School. *Departures from the approved GIS or graduate minor program could result in the specialization not appearing on the student's transcript.*
6. Upon completion of the GIS or graduate minor program, the student must go back into GRADFORMS.OSU.EDU to complete the GIS/minor transcript designation form for final review. Once approved by both the GIS/minor program and the Graduate School, the designation will be posted to the student's academic record

Graduate Minor Procedures

Section 1: To be completed by the student (print)

Last name First name MI

Ohio State email address Ohio State I.D. number Phone number

Name of graduate graduate minor:

Graduate minor program of study

<u>Department</u>	<u>Course #</u>	<u>Course title</u>	<u>Credit hrs.</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Signature, student Date

Signature, advisor Date

Signature, graduate studies chair in graduate minor program Date



THE OHIO STATE UNIVERSITY
GRADUATE SCHOOL

247 University Hall, 230 North Oval Mall, Columbus, OH 43210
P. 614-292-6031 F. 614-292-3656
grad-schoolregistrationservices@osu.edu

Graduate Transcript Designation

This is to certify that _____

Student name

has completed all requirements for the Graduate Graduate Minor transcript designation of

Graduate minor name

as indicated on the graduate minor program form.

Printed name, graduate studies committee chair in the graduate minor

Signature, graduate studies committee chair in the graduate minor

Date

Student information

Last name

First name

MI

Ohio State I.D. number: _____

Home academic unit: _____



THE OHIO STATE UNIVERSITY
GRADUATE SCHOOL

247 University Hall, 230 North Oval Mall, Columbus, OH 43210
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106 Atwell Hall
453 West 10th Avenue
Columbus, OH 43210-1262

Phone (614) 292-4217
Fax (614) 292-0210

March 21, 2016

Dr. W. Randy Smith, Vice Provost for Academic Affairs
Office of Academic Affairs
203 Bricker Hall
190 N. Oval Mall
Columbus, OH 43210

Dear Dr. Smith:

On behalf of the School of Health and Rehabilitation Sciences, I strongly support the proposed *Graduate Minor in Health Behavior and Health Promotion* developed by the College of Public Health. The proposed minor is compatible with many degree programs offered at Ohio State. Indeed, the program will complement the graduate education of students in doctoral and master degree programs offered by our School as well as others by strengthening the interdisciplinary focus on the theory and skills needed to plan, implement and evaluate health-related programs.

The proposed minor does not conflict with programs currently offered by our college, but we could potentially have elective courses that would contribute to the minor. We look forward to advising students to consider pursuing this graduate minor.

Sincerely,



Deborah S. Larsen, PhD
Professor and Director, School of Health and Rehabilitation Sciences
Associate Dean, College of Medicine
453 W. 10th Ave.
Columbus, OH 43210
Phone: 614-292-5645
Fax: 614-292-0210



THE OHIO STATE UNIVERSITY

College of Social Work

Stilman Hall
1947 College Road
Columbus, OH 43210-1162

614-292-6288 Phone
614-292-6940 Fax

csww@osu.edu

March 3, 2016

Dr. W. Randy Smith, Vice Provost for Academic Affairs
Office of Academic Affairs
203 Bricker Hall
190 N. Oval Mall
Columbus, OH 43210

Dear Dr. Smith:

On behalf of the College of Social Work I strongly support the proposed *Graduate Minor in Health Behavior and Health Promotion* developed by the College of Public Health. The proposed minor is compatible with many degree programs offered at Ohio State including the doctoral and MSW degree programs offered by our College. The interdisciplinary focus on the theory and skills needed to plan, implement and evaluate health-related programs is a promising new area that will be of interest to our students.

The proposed minor does not conflict with programs currently offered by our college. We look forward to advising students to consider pursuing this graduate minor.

Sincerely,

Denise Bronson, MSW, PhD

Associate Dean of Academic Affairs



THE OHIO STATE UNIVERSITY

COLLEGE OF NURSING

College of Nursing

Newton Hall
1585 Neil Ave
Columbus, OH 43215

Phone (614) 292-8900
Fax (614) 292-4535
E-mail nursing@osu.edu
Web nursing.osu.edu

February 23, 2016

Dr. W. Randy Smith, Vice Provost for Academic Affairs
Office of Academic Affairs
203 Bricker Hall
190 N. Oval Mall
Columbus, OH 43210

Dear Dr. Smith:

On behalf of the College of Nursing, I strongly support the proposed *Graduate Minor in Public Health Behavior and Promotion* developed by the College of Public Health. The proposed minor is compatible with many degree programs offered at Ohio State. Indeed, the program will complement the graduate education of students in doctoral and master degree programs offered by our College as well as others by strengthening the interdisciplinary focus on the theory and skills needed to plan, implement and evaluate health-related programs.

The proposed minor does not conflict with programs currently offered by our college. We look forward to advising students to consider pursuing this graduate minor.

Sincerely,

Cindy M. Anderson, PhD, RN, WHNP-BC, ANEF, FAHA, FNAP, FAAN
Associate Dean for Academic Affairs and Educational Innovation