PubH 3052
Practicum in Peer Education I
Spring 2015

Credits: 2
Meeting Days: Tuesdays
Meeting Time: 2:45 pm–4:45 pm
Meeting Place: Residence Hall HAs: W120 Boynton
Fraternity/Sorority HAs: N101 Boynton
Instructor: Julia Sanem, MPH
Office Phone: 612-624-1940
Office Address: N219 Boynton Health Service
Fax: 612-625-2925
Office Hours: By appointment
E-mail: jsanem@bhs.umn.edu

I. Course Description

Health Advocates (HA) are students appointed as health resources in residence halls, fraternities, and sororities who are trained to respond to common health-related issues. HAs share information and prevention strategies with other students in their halls and houses and refer students to other health resources on campus. This course, along with Health Advocate Training, will prepare students to be health resources for their residences by providing training in CPR and first aid and health issues important to college students, including mental health, sexual health, nutrition, physical activity, sleep, eating disorders, colds and flu, sexual violence, alcohol, tobacco, and other drug use, health insurance, and leadership and listening skills. In addition, this course will use health promotion strategies to allow Health Advocates to promote the health of the University community.

II. Course Prerequisites

Students must be selected or appointed to serve as a Health Advocate in a University of Minnesota residence hall, apartment community, fraternity, or sorority to be eligible to enroll in this course.

III. Course Goals and Objectives

Upon completion of PubH 3052, students will demonstrate the following:
1. A thorough understanding of the theoretical model for the Health Advocate program at the University of Minnesota, including prevention, treatment, and referral. A test will be administered during spring semester to gauge each Health Advocate’s knowledge of appropriate responses to First Aid and CPR situations and requests for over-the-counter medicines.
2. The ability to describe how social and physical environments affect health-related decisions.
3. The ability to promote health based on skills and information learned in class.

IV. Methods of Instruction and Work Expectations

Health Advocates will be introduced to topics relevant to college student health by health or student life professionals. Health Advocates will then have the opportunity to apply what they are learning in class to real-life situations through journal reflections, small and large group discussions, and a health promotion project.
For undergraduate courses, one credit is defined as equivalent to an average of three hours of learning effort per week (over a full semester) necessary for an average student to achieve an average grade in the course. For example, a student taking a two credit course that meets for two hours a week should expect to spend an additional four hours a week on coursework outside the classroom for a C grade.

**Class Moodle Site**
The syllabus, calendar, assignments, announcements, and the points you receive on assignments will all be posted on the class Moodle site. You can access the class Moodle site through the “My Courses” tab on [http://www.myu.umn.edu](http://www.myu.umn.edu) or directly at [https://ay14.moodle.umn.edu/course/view.php?id=11597](https://ay14.moodle.umn.edu/course/view.php?id=11597). Please use Firefox to access Moodle. If you are unable to access the site, please contact Julie as soon as possible.

V. **Course Text and Readings**

There is no textbook for this class. All reading materials will be available on the class Moodle site.

VI. **Course Outline/Weekly Schedule**

*Note: Weekly schedule may change due to presenter availability.*

<table>
<thead>
<tr>
<th>Date</th>
<th>Presentation Topic(s)</th>
<th>Speaker</th>
<th>Due Today</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/20</td>
<td>First Aid/CPR Refresher</td>
<td>Senior Health Advocates</td>
<td></td>
</tr>
<tr>
<td>01/27</td>
<td>Ally Training</td>
<td>Jason Jackson, GLBTA Programs Office</td>
<td></td>
</tr>
<tr>
<td>02/03</td>
<td>Health Promotion Project Kick-Off</td>
<td>Keri Clifton, The Emily Program Foundation</td>
<td>Journal #1</td>
</tr>
<tr>
<td>02/10</td>
<td>Eating Disorders</td>
<td>Keri Clifton, The Emily Program Foundation</td>
<td></td>
</tr>
<tr>
<td>02/17</td>
<td>Integrative Medicine</td>
<td>TBD</td>
<td>Wellness Advocacy Summary</td>
</tr>
<tr>
<td>02/24</td>
<td>Sleep</td>
<td>Conrad Iber, MD, Fairview</td>
<td>Marketing #1 and #2 (RH only)</td>
</tr>
<tr>
<td>03/03</td>
<td>Drug Use</td>
<td>TBD</td>
<td>Journal #2</td>
</tr>
<tr>
<td>03/10</td>
<td>MIDTERM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/17</td>
<td>SPRING BREAK!!</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/24</td>
<td>Injury Prevention and Treatment</td>
<td>Jamie Suchy, Boynton Health Service</td>
<td>Written Project Presentation Peer Evaluation</td>
</tr>
<tr>
<td>03/31</td>
<td>Self Defense</td>
<td>Luke Huck, UMPD</td>
<td>Greek Health Advocate Recruitment (G only) Health Advocate Checklist Marketing #3 and #4 (RH only)</td>
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<tr>
<td>04/07</td>
<td>Health Careers</td>
<td>Jennifer Rosand, Health Careers Center</td>
<td>Journal #3</td>
</tr>
<tr>
<td></td>
<td>Public Health Careers and Information</td>
<td>Maggie Aftahi and Darren Kaltved, School of Public Health</td>
<td></td>
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<tr>
<td>04/14</td>
<td>Dental Health</td>
<td>Stacy Rohan, Boynton Health Service</td>
<td>Discussion Board</td>
</tr>
<tr>
<td>04/21</td>
<td>Eye Health</td>
<td>Neelu Hera, Boynton Health Service</td>
<td>Journal #4</td>
</tr>
<tr>
<td>04/25</td>
<td>Tattooing and Piercing</td>
<td>Saint Sabrina’s</td>
<td>Marketing #5 (RH only)</td>
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<tr>
<td>05/05</td>
<td>End of Year Wrap-up</td>
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<td>Final Journal Return Med Kit</td>
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VII. Evaluation and Grading

Grades will be determined using the following criteria:

1. Attendance
The Health Advocate experience requires regular class attendance and active participation. There are a maximum of 100 class points available. Unapproved absences will lower your letter grade as shown below, and one point will be deducted each time you arrive to class late or leave class early without prior approval.

<table>
<thead>
<tr>
<th>Points</th>
<th>0 or 1 unapproved absence</th>
<th>2 unapproved absences</th>
<th>3 or more unapproved absences</th>
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<tbody>
<tr>
<td>90-100</td>
<td>A</td>
<td>A-</td>
<td>B+</td>
</tr>
<tr>
<td>87-89</td>
<td>A-</td>
<td>B+</td>
<td>B</td>
</tr>
<tr>
<td>84-86</td>
<td>B+</td>
<td>B</td>
<td>B-</td>
</tr>
<tr>
<td>80-83</td>
<td>B</td>
<td>B-</td>
<td>C+</td>
</tr>
<tr>
<td>77-79</td>
<td>B-</td>
<td>C+</td>
<td>C</td>
</tr>
<tr>
<td>74-76</td>
<td>C+</td>
<td>C</td>
<td>C-</td>
</tr>
<tr>
<td>70-73</td>
<td>C</td>
<td>C-</td>
<td>D+</td>
</tr>
<tr>
<td>67-69</td>
<td>C-</td>
<td>D+</td>
<td>D</td>
</tr>
<tr>
<td>64-66</td>
<td>D+</td>
<td>D</td>
<td>D-</td>
</tr>
<tr>
<td>60-63</td>
<td>D</td>
<td>D-</td>
<td>F</td>
</tr>
<tr>
<td>57-59</td>
<td>D-</td>
<td>F</td>
<td>F</td>
</tr>
<tr>
<td>Under 57</td>
<td>F</td>
<td>F</td>
<td>F</td>
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</tbody>
</table>

The information you will receive in Health Advocate training is vital to your ability to perform your volunteer role. If you miss one session you will be missing important information.

To document attendance, you must sign the attendance sheet each week. To be considered an approved absence, you must email both Julie AND your Senior Health Advocate BEFORE class begins. Absences due to illness or a pre-approved extracurricular activity must be made up with an extra assignment, such as a reaction paper to an article related to the topic covered on the day absent (discuss this with your Senior Health Advocate).

2. Encounter Forms (14 points)
Records are critical to the care Health Advocates provide. Each week you are expected to complete and submit an encounter form to record your cases. We like to see what you are doing and review encounter forms to discuss actions you have taken and possible follow-up options. Even if you do not have any cases, turn in your encounter form each week. Encounter forms are due at the beginning of class on each Tuesday of the semester except January 20. Late encounter forms will earn no points but should still be turned in. Those who are absent (excused or unexcused) may turn forms in before or at the next class without penalty.

3. Journals (30 points)
On the Tuesday prior to when a journal is due, a list of journal questions to respond to will be posted on the class Moodle site. One question in the list will be very practical and require you to research an answer while the other questions will prompt you to reflect on health and health-related issues. There will be four journal entries during the semester. Each journal will be worth five points and should have a word count of 500 words. A final reflection paper on the entire semester will be worth 10 points. These journals must be submitted on the class Moodle site by 2:30 pm on the Tuesday that they are due.

4. Health Advocate Checklist (3 points)
The activities described in the Health Advocate Checklist will help you continue in your Health Advocate role! Submit your Health Advocate Checklist on Moodle by 2:30 p.m. on Tuesday, March 31.

5. First Aid Scenario (5 points)
In a group of two-four students, you will describe a first aid scenario to the class, including symptoms related to the first aid situation, and then lead the class in discussing the appropriate response to the scenario. Each group will design its own scenario, research the appropriate response, and be prepared to answer questions related to their scenario. It is ok to repeat an injury or
situation that another group did in the fall semester but the scenario must be different. Appropriate sources should be used (not Wikipedia). You will choose your own group and sign up for the date of your scenario on the second day of class.

6. **Discussion Board (3 points)**
   You will be asked to participate in a discussion board on the class Moodle site. Full instructions will be included on Moodle. Discussion board posts must be submitted by 2:30 pm on April 14.

7. **Health Promotion Project (20 points)**
   During spring semester, work will continue on the projects begun during the fall. The points you earn for your small group health promotion project will be determined by the project’s progress over the course of the semester, the completion of the project, the written presentation, the oral presentation, and your participation in your group.

   Project groups will give an oral power point presentation during the second half of the semester. Oral presentation guidelines and examples of presentations will be posted on the class Moodle site. Each project group will also provide a written presentation of the groups’ project. Written presentation guidelines will be posted on the class Moodle site. The written presentation must be submitted on the class Moodle site by March 24. Each Health Advocate will complete a Peer Evaluation Form to evaluate the contributions of other group members. The Peer Evaluation Form must be submitted on the class Moodle site by March 24.

8. **Class Participation (5 points)**
   Your class contributions in large and small group, both asking and responding to questions, will determine your participation points.

9. **Midterm (15 points)**
   A midterm focusing on the first aid/CPR/med kit portion of the Health Advocate experience will be given on March 10.

10. **Marketing (Residence Hall Health Advocates Only) (5 points)**
    It is really important for Residence Hall Health Advocates to continue marketing themselves and the Health Advocate program to students in their residences through the spring semester. Like in the fall, marketing can consist of anything from posting signs throughout the residence halls or houses to sitting in the dining hall with a sign and your med kit. Health Advocates must perform five marketing initiatives throughout the semester, and at least two of the five different marketing initiatives must be interpersonal (e.g., talking at a hall council meeting, going on rounds with a CA). Please be creative!

    The marketing assignment template will be posted on the class Moodle site. Two marketing activities must be completed by the end of February, two marketing activities must be completed by the end of March, and one marketing activity must be completed by the end of April. The marketing assignments must be submitted on the class Moodle site by 2:30 pm on the Tuesday they are due but you can turn it in as soon as you complete program. Please provide proof of the marketing activities (e.g. pictures) by uploading onto Moodle or emailing your SHA.

11. **New Greek Health Advocate Recruitment (Greek Health Advocates Only) (5 points)**
    Each Greek Health Advocate is responsible for recruiting a replacement for his/her house. The Greek Health Advocate Succession Planning Document will be posted on the class Moodle site. This document (which will include the name of the 2015-2016 Health Advocate) must be submitted on the class Moodle site by March 31.

**GRADING SUMMARY**

<table>
<thead>
<tr>
<th>Component</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Encounter Forms</td>
<td>14</td>
</tr>
<tr>
<td>Journals</td>
<td>30</td>
</tr>
<tr>
<td>Health Advocate Checklist</td>
<td>3</td>
</tr>
<tr>
<td>First Aid Scenario</td>
<td>5</td>
</tr>
<tr>
<td>Discussion Board</td>
<td>3</td>
</tr>
<tr>
<td>Health Promotion Project</td>
<td>20</td>
</tr>
<tr>
<td>Class Participation</td>
<td>5</td>
</tr>
<tr>
<td>Midterm</td>
<td>15</td>
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<tr>
<td>Marketing (Residence Hall HAs Only)</td>
<td>5</td>
</tr>
<tr>
<td>New Greek HA Recruitment (Greek HAs Only)</td>
<td>5</td>
</tr>
</tbody>
</table>

**Total** 100 points
Statement on Late Work
Assignments must be submitted on the class Moodle site by 2:30 pm on the day that it is due. Late assignments will be accepted for reduced credit. To receive credit, encounter forms must be turned in on the day they are due. If you miss the midterm due to class absence (excused or unexcused), it will be administered at the next class attended. Seeking or sharing information about the missed midterm will be considered academic dishonesty.

Course Evaluation
The SPH will collect student course evaluations electronically using a software system called Cours Eval: www.sph.umn.edu/courseval. The system will send email notifications to students when they can access and complete their course evaluations. Students who complete their course evaluations promptly will be able to access their final grades just as soon as the faculty member renders the grade in SPHGrades: www.sph.umn.edu/grades. All students will have access to their final grades through OneStop two weeks after the last day of the semester regardless of whether they completed their course evaluation or not. Student feedback on course content and faculty teaching skills are an important means for improving our work. Please take the time to complete a course evaluation for each of the courses for which you are registered.

Incomplete Contracts
A grade of incomplete "I" shall be assigned at the discretion of the instructor when, due to extraordinary circumstances (e.g., documented illness or hospitalization, death in family, etc.), the student was prevented from completing the work of the course on time. The assignment of an “I” requires that a contract be initiated and completed by the student before the last official day of class, and signed by both the student and instructor. If an incomplete is deemed appropriate by the instructor, the student in consultation with the instructor, will specify the time and manner in which the student will complete course requirements. Extension for completion of the work will not exceed one year (or earlier if designated by the student’s college). For more information and to initiate an incomplete contract, students should go to SPHGrades at: www.sph.umn.edu/grades.

University of Minnesota Uniform Grading and Transcript Policy
A link to the policy can be found at onestop.umn.edu.

VIII. Other Course Information and Policies

Health Advocate Conduct
Health Advocates are providing a service to Boynton Health Service and the University of Minnesota community. You have been selected to participate in the program, in part, because you have demonstrated qualities that indicate you will be able to act in a "professional manner". Violations of any Housing & Residential Life, Office for Fraternity & Sorority Life, Interfraternity Council, Panhellenic Council, or University policies or local laws may be considered part of your overall performance as a Health Advocate and may impact your standing as a Health Advocate. Confidentiality is of the utmost importance to residents and the credibility and integrity of the Health Advocate program. You have received HIPAA training on confidentiality. Any breech of this contract is grounds for dismissal from the program.

Senior Health Advocates
The Senior Health Advocates are former Health Advocates who are available to answer questions about the class and give advice on being a successful Health Advocate. They also help run the class and lead small groups. If you have any questions about what to do in a certain case or on any other aspect of the class, feel free to contact any Senior Health Advocate. If no scheduled times work for you, please make an appointment with a Senior Health Advocate or Julie. You can stop by and see any Senior Health Advocate! You are not restricted to visiting only the Senior Health Advocate that leads your small group.

<table>
<thead>
<tr>
<th>Senior Health Advocate</th>
<th>Role</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kevin Cunningham</td>
<td>Greek SHA</td>
<td><a href="mailto:cunni350@umn.edu">cunni350@umn.edu</a></td>
</tr>
<tr>
<td>Steph Frohwein</td>
<td>Residence Hall SHA</td>
<td><a href="mailto:frohw001@umn.edu">frohw001@umn.edu</a></td>
</tr>
<tr>
<td>David Kraus</td>
<td>Residence Hall SHA</td>
<td><a href="mailto:kraus583@umn.edu">kraus583@umn.edu</a></td>
</tr>
<tr>
<td>Lilly Rezac</td>
<td>Residence Hall SHA</td>
<td><a href="mailto:rezac016@umn.edu">rezac016@umn.edu</a></td>
</tr>
<tr>
<td>Kailee Winkle</td>
<td>Greek SHA</td>
<td><a href="mailto:winkl049@umn.edu">winkl049@umn.edu</a></td>
</tr>
</tbody>
</table>

SHA Office: N205 Boynton Health Service SHA Office Phone Number: 612-624-8122

Grade Option Change (if applicable)
For full-semester courses, students may change their grade option, if applicable, through the second week of the semester. Grade option change deadlines for other terms (i.e. summer and half-semester courses) can be found at onestop.umn.edu.
Course Withdrawal
Students should refer to the Refund and Drop/Add Deadlines for the particular term at onestop.umn.edu for information and
deadlines for withdrawing from a course. As a courtesy, students should notify their instructor and, if applicable, advisor of their
intent to withdraw.
Students wishing to withdraw from a course after the noted final deadline for a particular term must contact the School of Public
Health Office of Admissions and Student Resources at sph-ssc@umn.edu for further information.

Student Conduct Code:
The University seeks an environment that promotes academic achievement and integrity, that is protective of free inquiry, and that
serves the educational mission of the University. Similarly, the University seeks a community that is free from violence, threats, and
intimidation; that is respectful of the rights, opportunities, and welfare of students, faculty, staff, and guests of the University; and
that does not threaten the physical or mental health or safety of members of the University community.

As a student at the University you are expected adhere to Board of Regents Policy: Student Conduct Code. To review the Student
Note that the conduct code specifically addresses disruptive classroom conduct, which means "engaging in behavior that
substantially or repeatedly interrupts either the instructor's ability to teach or student learning. The classroom extends to any
setting where a student is engaged in work toward academic credit or satisfaction of program-based requirements or related
activities."

Use of Personal Electronic Devices in the Classroom:
Using personal electronic devices in the classroom setting can hinder instruction and learning, not only for the student using the
device but also for other students in the class. To this end, the University establishes the right of each faculty member to determine
if and how personal electronic devices are allowed to be used in the classroom. For complete information, please reference:

Scholastic Dishonesty:
You are expected to do your own academic work and cite sources as necessary. Failing to do so is scholastic dishonesty. Scholastic
dishonesty means plagiarizing; cheating on assignments or examinations; engaging in unauthorized collaboration on academic work;
taking, acquiring, or using test materials without faculty permission; submitting false or incomplete records of academic
achievement; acting alone or in cooperation with another to falsify records or to obtain dishonestly grades, honors, awards, or
professional endorsement; altering, forging, or misusing a University academic record; or fabricating or falsifying data, research
procedures, or data analysis. (Student Conduct Code: http://regents.umn.edu/sites/default/files/policies/Student_Conduct_Code.pdf) If it is determined that a student has cheated, he or
she may be given an "F" or an "N" for the course, and may face additional sanctions from the University. For additional information,
please see: http://policy.umn.edu/Policies/Education/Education/INSTRUCTORRESP.html.

The Office for Student Conduct and Academic Integrity has compiled a useful list of Frequently Asked Questions pertaining to
scholastic dishonesty: http://www1.umn.edu/oscai/integrity/student/index.html. If you have additional questions, please clarify
with your instructor for the course. Your instructor can respond to your specific questions regarding what would constitute
scholastic dishonesty in the context of a particular class-e.g., whether collaboration on assignments is permitted, requirements and
methods for citing sources, if electronic aids are permitted or prohibited during an exam.

Makeup Work for Legitimate Absences:
Students will not be penalized for absence during the semester due to unavoidable or legitimate circumstances. Such circumstances
include verified illness, participation in intercollegiate athletic events, subpoenas, jury duty, military service, bereavement, and
religious observances. Such circumstances do not include voting in local, state, or national elections. For complete information,
please see: http://policy.umn.edu/Policies/Education/Education/MAKEUPWORK.html.

Appropriate Student Use of Class Notes and Course Materials:
Taking notes is a means of recording information but more importantly of personally absorbing and integrating the educational
experience. However, broadly disseminating class notes beyond the classroom community or accepting compensation for taking and
distributing classroom notes undermines instructor interests in their intellectual work product while not substantially furthering
instructor and student interests in effective learning. Such actions violate shared norms and standards of the academic community.
For additional information, please see: http://policy.umn.edu/Policies/Education/Education/STUDENTRESP.html.
Sexual Harassment
"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive working or academic environment in any University activity or program. Such behavior is not acceptable in the University setting. For additional information, please consult Board of Regents Policy: [http://regents.umn.edu/sites/default/files/policies/SexHarassment.pdf](http://regents.umn.edu/sites/default/files/policies/SexHarassment.pdf)

Equity, Diversity, Equal Opportunity, and Affirmative Action:
The University will provide equal access to and opportunity in its programs and facilities, without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression. For more information, please consult Board of Regents Policy: [http://regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf](http://regents.umn.edu/sites/default/files/policies/Equity_Diversity_EO_AA.pdf).

Disability Accommodations:
The University of Minnesota is committed to providing equitable access to learning opportunities for all students. The Disability Resource Center Student Services is the campus office that collaborates with students who have disabilities to provide and/or arrange reasonable accommodations.
If you have, or think you may have, a disability (e.g., mental health, attentional, learning, chronic health, sensory, or physical), please contact DS at 612-626-1333 or ds@umn.edu to arrange a confidential discussion regarding equitable access and reasonable accommodations.

If you are registered with DS and have a current letter requesting reasonable accommodations, please contact your instructor as early in the semester as possible to discuss how the accommodations will be applied in the course.
For more information, please see the DS website, [https://diversity.umn.edu/disability/](https://diversity.umn.edu/disability/).

Mental Health and Stress Management:
As a student you may experience a range of issues that can cause barriers to learning, such as strained relationships, increased anxiety, alcohol/drug problems, feeling down, difficulty concentrating and/or lack of motivation. These mental health concerns or stressful events may lead to diminished academic performance and may reduce your ability to participate in daily activities. University of Minnesota services are available to assist you. You can learn more about the broad range of confidential mental health services available on campus via the Student Mental Health Website: [http://www.mentalhealth.umn.edu](http://www.mentalhealth.umn.edu).

The Office of Student Affairs at the University of Minnesota:
The Office for Student Affairs provides services, programs, and facilities that advance student success, inspire students to make lifelong positive contributions to society, promote an inclusive environment, and enrich the University of Minnesota community.

Units within the Office for Student Affairs include, the Aurora Center for Advocacy & Education, Boynton Health Service, Central Career Initiatives (CCE, CDes, CFANS), Leadership Education and Development –Undergraduate Programs (LEAD-UP), the Office for Fraternity and Sorority Life, the Office for Student Conduct and Academic Integrity, the Office for Student Engagement, the Parent Program, Recreational Sports, Student and Community Relations, the Student Conflict Resolution Center, the Student Parent HELP Center, Student Unions & Activities, University Counseling & Consulting Services, and University Student Legal Service.

For more information, please see the Office of Student Affairs at [http://www.osa.umn.edu/index.html](http://www.osa.umn.edu/index.html).

Academic Freedom and Responsibility: for courses that do not involve students in research:
Academic freedom is a cornerstone of the University. Within the scope and content of the course as defined by the instructor, it includes the freedom to discuss relevant matters in the classroom. Along with this freedom comes responsibility. Students are encouraged to develop the capacity for critical judgment and to engage in a sustained and independent search for truth. Students are free to take reasoned exception to the views offered in any course of study and to reserve judgment about matters of opinion, but they are responsible for learning the content of any course of study for which they are enrolled.*

Reports of concerns about academic freedom are taken seriously, and there are individuals and offices available for help. Contact the instructor, the Department Chair, your adviser, the associate dean of the college (Dr. Kristin Anderson, SPH Dean of Student Affairs), or the Vice Provost for Faculty and Academic Affairs in the Office of the Provost.