

# HBEH 812: Professional Development I

## Fall 2018

Department of Health Behavior  
Gillings School of Global Public Health  
**Monday, 9:05-11:35am, 332 Rosenau**

### Course Instructors

Clare Barrington, PhD, MPH (Instructor of record)  
*cbarrington@email.unc.edu*

Dirk Davis, MPH (facilitator)  
*dirkd@email.unc.edu*

### Office Hours: By Appointment

### Course Description

Professional Development is required for first-year PhD and second-year MSPH-to-PhD students in the Department of Health Behavior. The course is designed to offer doctoral students a structured, efficient opportunity for enhancing professional development competencies relevant to doctoral training and career advancement in our discipline. The class is taught through engaged discussion with the instructors, guest speakers, and panels; participation in external training opportunities; and in-class exercises. HBEH 812 is a two-credit class offered in the fall; an additional one credit professional development course, HBEH 813, will also be required during students' final semester of coursework in the program.

### Course Objectives

At the end of the course students will be able to:

- More fully engage with the HB Department, including faculty, advanced students, and alumni
- Describe their short-term academic and professional goals and identify strategies for meeting those goals
- Identify research funding strategies
- Understand and access informational and technological resources on campus that promote and support doctoral research
- Understand the process of writing and reporting research findings in peer reviewed journals

### Course Expectations & Assignments

The course will be graded as H (high pass), P (pass), L (low pass), and F (fail). Students are expected to complete readings and assignments before class and arrive ready to contribute to class discussions and exercises. All readings are posted on the course Sakai website. Course grades are based on engagement in the class discussion, attendance, arriving on time, and quality of exercises and course assignments. There are four additional requirements for the course:

1. Ethics Training: Students must complete the CITI ethics training required by the Department, register in the UNC Ethics Training Database and submit certificate via Sakai Assignments by 5pm on September 17<sup>th</sup>, 2018.
  - CITI Training Information: <http://research.unc.edu/offices/human-research-ethics/getting-started/training/>
2. Individual Development Plan: Students must submit a draft of their individual development plan for feedback via Sakai Assignments by 5pm on October 15<sup>th</sup>, 2018. A detailed description of this assignment will be available on the Sakai website.

3. Participation in external trainings and workshops: To promote engagement in our discipline and in research, students are required to attend at least *three* seminars offered in the HB Department, Gillings School of Global Public Health, or elsewhere locally over the course of the semester. Students may choose any seminar topics of interest to them, and are encouraged to select trainings that help meet the goals and objectives set forth in their individual development plan. A list of opportunities will be regularly updated through the blog on the course Sakai website. Submit a list of the seminars including title, date and speaker via Sakai Assignments by 5pm on December 5<sup>th</sup>, 2018.
4. Course Evaluation: Students are required to complete the course evaluation via Qualtrics by 5pm on December 5<sup>th</sup>, 2018. This evaluation is separate from the school-wide evaluations and is intended to gain constructive feedback on the course content, schedule, and facilitation. Students are asked to complete the official online departmental/school evaluation at the close of the course. The online evaluation system will be open at the end of the semester; in addition, time will be set aside in the last class for students to complete the evaluation.

### **Course Website**

Accessible through Sakai at <http://sakai.unc.edu/>. Resources for this course and beyond regarding professional development topics will be continuously updated under the Resources folder on Sakai.

### **Honor Code**

As a student at UNC-Chapel Hill, you are bound by the University's honor code, which can be viewed at <http://instrument.unc.edu/>. It is your responsibility to learn about and abide by the code for all work conducted for this course.

### **No Laptop Policy**

Unless formally stated otherwise, laptops must remain closed during class in an attempt to help you remain engaged in class discussions, avoid distractions, and get the most out of the class. We encourage you to take notes by hand if you would like.

### **Diversity and Inclusion Statement**

In support of the University's diversity and inclusion goals and the Gillings School of Global Public Health, the Health Behavior department embraces diversity as an ethical and societal value. We broadly define diversity to include race, gender, national origin, ethnicity, religion, social class, age, sexual orientation, and physical and learning ability. Promoting and valuing diversity in the classroom enriches learning and broadens everyone's perspectives and are key elements for the success of any enterprise.

***This class will follow principles of inclusion, respect, and acceptance that support the values of diversity.***

### **Some useful links:**

- UNC Non-Discrimination Policies: <http://policy.sites.unc.edu/files/2013/04/nondiscrim.pdf>
- Prohibited Discrimination, Harassment, and Related Misconduct at UNC: <https://deanofstudents.unc.edu/incident-reporting/prohibited-harassmentsexual-misconduct>
- Diversity and Inclusion at the Gillings School of Global Public Health: <http://sph.unc.edu/resource-pages/diversity/>

## Course Schedule

Date	Topic
<b>August 27</b>	No Class
<b>September 3</b>	No Class: Labor Day
<b>September 10</b>	Orientation: everything you need to know starting the PhD program, including resources on campus and technology
<b>September 17</b>	<p>Introduction to HBEH Support Staff</p> <p>Individual development plans and timelines: mapping out academic and professional goals and next steps</p> <p><b>DUE: Completion of online CITI training via email to Dirk by email by 5pm</b></p>
<b>September 24</b>	<p>Graduate funding: what, how and when to secure funding during your PhD program</p> <p>Student Panel: Venita Embry, Willa Dong, Deshira Wallace            Guest: Clare Barrington (overview of funding mechanisms)</p>
<b>October 1</b>	<p>Career pathways &amp; research—community-based research</p> <p>Faculty Panel: Alex Lightfoot and Geni Eng</p>
<b>October 8</b>	<p>Writing/publishing in public health (as a student)</p> <p>Guests: Laura Linnan and Diane Ward            Student Panel: TBD</p>
<b>October 15</b>	<p>Building Your Personal Brand and Network</p> <p>Guest: Camille Mason, Career Services Coordinator  <b>DUE: IDP due to Dirk via email by 5pm</b></p>
<b>October 22</b>	No Class
<b>October 29</b>	<p>Making the most of your methods training: how to get the methods skills you desire in and out of the classroom</p> <p>Faculty Panel: Luz Reyes, Derrick Matthews, Marcy Boynton            Student Panel: TBD</p>
<b>November 5</b>	<p>Management Basics in Academia</p> <p>Guest: Camille Mason, Career Services Coordinator</p>
<b>November 12</b>	No Class: APHA Meeting in San Diego, CA
<b>November 19</b>	No Class
<b>November 26</b>	<p>Global Health Research abroad and at home</p> <p>Faculty Panel: Suzanne Maman, Beth Moracco, Vivian Go</p>
<b>December 3</b>	No Class

**December 5**

**DUE: Course evaluation via Qualtrics by 5pm**

**DUE: List of external seminars via email to Dirk by 5pm**