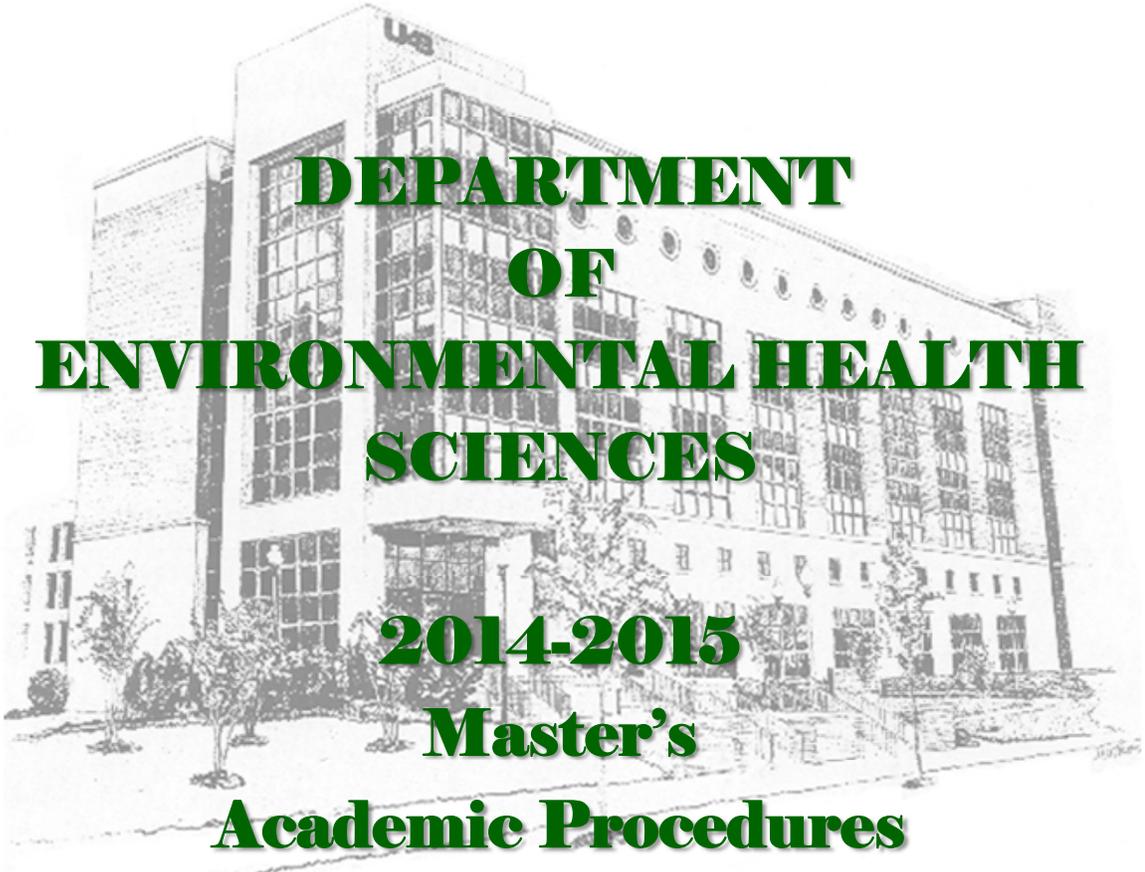




UAB

SCHOOL OF PUBLIC HEALTH



DEPARTMENT OF ENVIRONMENTAL HEALTH SCIENCES

2014-2015 Master's Academic Procedures

Suite 530
Ryals Public Health Building
1665 University Boulevard
Birmingham, AL 35294-0022
Phone: (205) 934-6080
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Introduction

The Department's Academic Procedures handout is meant to be a supplement to the School catalog and is intended to explain the policies and procedures particular to our department and the degrees we offer. Each student should access and become familiar with the UAB School of Public Health Catalog, on line at

<http://www.soph.uab.edu/catalog2014-2015>

This describes the policies of the School, i.e., admissions, academic practices, etc. Additional University policies are found in the UAB Graduate School Catalog which is available on line at

<http://catalog.uab.edu/graduate/>

The first section of the Procedures covers subjects common to the department as a whole. The subsequent sections deal with subjects pertaining to particular degree tracks. These procedures may not satisfactorily address all possible circumstances; therefore, if the need arises, the procedures may be amended during the academic year. A copy of amendments will be provided to all EHS faculty, staff, and students.

Mission of the UAB School of Public Health

The mission of the School of Public Health is to lead in developing, disseminating and applying knowledge to prevent disease and promote health in the human population. Because of its inherent breadth, public health is comprised of many disciplines. Thus the school achieves its mission by bringing the various disciplines together to educate individuals who will be working to prevent disease and improve the health of the school's constituent populations. These individuals include experienced public health and other health professionals, undergraduates with education backgrounds in the sciences, and persons from developing countries with health-related backgrounds. An implicit part of this mission is a commitment to increase and validate, through research and practice, the body of knowledge upon which the school's educational programs are necessarily based.

The goal of the curriculum at the UAB School of Public Health is to combine innovative teaching methods with hands-on, community-based experience to give students the depth of expertise required of the public health professional in the 21st century.

Environmental Health Sciences Foci

The Department of Environmental Health Sciences focuses on understanding the causes, mechanisms, and consequences of environmental and occupational hazards, as well as the prevention and management of these hazards.

The department has two main areas:

- Environmental Toxicology
- Occupational and Environmental Health

Environmental Toxicology focuses on the areas of toxicant exposure and human disease, and gene-environment interactions. It develops and uses model biological systems to determine the mechanisms through which exposure to environmental toxicants alters gene expression, and, how natural variation in gene expression causes altered susceptibility to environmental toxicants.

Occupational and Environmental Health focuses on the identification and assessment of human health threats; on the prevention of disease and injury related to occupational and environmental agents; and, on the promotion of health among workers, individuals and communities. This includes studies in Occupational Health & Safety (OH&S) and Industrial Hygiene (IH).

The Department of Environmental Health Sciences offers MPH, MSPH, and PhD degree programs.

Environmental Health Science Competencies

CEPH requires competencies be identified for each degree program and area of specialization within the program. Below are the departmental competencies. The competencies that guide the development of specific specializations are listed under the individual programs.

- ENH1 Obtain a comprehensive understanding of how environmental factors, including toxicants, impact human health
 - ENH2 Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety
 - ENH3 Discuss various risk assessment, management and communication approaches
 - ENH4 Describe federal and state regulatory programs, guidelines, and agencies that influence occupational and environmental health issues
 - ENH5 Effectively communicate scientific information orally and in writing across the spectrum of public and scientific venues
 - ENH6 Conduct a literature review on a topic of ENH related issues
 - ENH7 Demonstrate an understanding of scientific ethics
 - ENH8 Understand issues of data collection, analysis and study management
 - ENH9 Design, conduct, and evaluate research studies
 - ENH10 Write research proposal and conducting supervised research appropriate for degree
 - ENH11 Write and defend a manuscript reporting research background, methods, results, discussion, and conclusions
-

ENVIRONMENTAL HEALTH SCIENCES FACULTY AND STAFF

Bardhan, Rupkatha	934-7074	RPHB 629	rupkatha@uab.edu	Graduate Student Trainee
Bernhard, Molly	934-7204	RPHB 636	mbernar@uab.edu	Graduate Student Trainee
Brown, Julie	975-8075	RPHB 227	jebrown@uab.edu	Graduate Program Manager
Dickinson, Dale	975-7493	RPHB 524C	dadickin@uab.edu	Assistant Professor and Graduate Program Director
Fanucchi, Michelle	934-7230	RPHB 524B	fanucchi@uab.edu	Associate Professor and Department Chair
Gohlke, Julia	934-7060	RPHB 530B	jogohlke@uab.edu	Assistant Professor
Holt, Paulisha	934-7178	RPHB 543	pholt@uab.edu	Office Services Specialist III
Hudson, Becky	934-7032	RPHB 623	bhudson@uab.edu	Administrative Associate
Lungu, Claudiu	934-2072	RPHB 520B	clungu@uab.edu	Associate Professor & Director, ERC
Maples, Elizabeth	934-7209	RPHB 520C	ehm@uab.edu	Assistant Professor & Deputy Director, ERC
Morris, Phyllis	934-6080	RPHB 530	pmmorris@uab.edu	Office Services Specialist III
Oestenstad, Kent			oestk@uab.edu	Adjunct Professor
Oh, Jonghwa	934-7074	RPHB 629	jonghwa@uab.edu	Graduate Research Assistant
Pinar, Tefvik	934-2740	RPHB 524A	tevfikpinar@uab.edu	Visiting Scientist
Postlethwait, Ed	934-7743	RPHB 623	epost@uab.edu	Adjunct Professor
Robertson, LeighAnne	975-7743	RPHB 140H	leighrob@uab.edu	Business Officer 1

FACULTY RESEARCH INTERESTS

Dale A. Dickinson, PhD, Assistant Professor and Graduate Program Director. Molecular mechanisms of the adaptive response to environmental toxicants and pollutants; mechanism of action of naturally occurring compounds; induction of glutathione; functional genomics & proteomics of naturally occurring compounds; and post-transcriptional control of gene expression by microRNAs. dadickin@uab.edu



Michelle V. Fanucchi, PhD, Associate Professor and Chair. Childhood lung disease and its etiology; pulmonary cell biology and toxicology of air pollutants, including particulates, ozone, chlorine and various polyaromatic hydrocarbons; and cell-to-cell interactions in the developing lung as well as in repair after lung injury and disease in children. fanucchi@uab.edu



Julia M. Gohlke, PhD, Assistant Professor. Main focus of research is development of methods to improve assessments of health threats, both nationally and globally, through application of novel bioinformatics and computational modeling approaches. Particular areas of interest include improving methods for incorporation of neurodevelopmental processes that distinguish children as a vulnerable population, health implications of energy policy and climate change, and environmental policy evaluation from a global health perspective. jgohlke@uab.edu.



Claudiu T. Lungu, PhD, Associate Professor & Director of the Deep South Center, and Industrial Hygiene Program Director. Evaluation of adsorption characteristics of granular activated carbon and activated carbon fibers used in respiratory protection, protective clothing and environmental remediation applications. Use of carbon nanotubes in air sampling devices. Design of new respirators using 3D scanning and rapid prototyping technology. Measurement and evaluation of VOC exposure in various workplaces; VOC emissions from building materials; Exposure to ionizing radiation. clungu@uab.edu



Elizabeth H. Maples, PhD, Assistant Professor and Deputy Director, Deep South Center for OH&S. Prevention and reduction of work-related injuries and illnesses through effective training; designing, implementing and evaluating occupational health and safety training programs; specifically interested in reducing noise induced hearing loss and work-related stressors. ehm@uab.edu



R. Kent Oestenstad, PhD, Adjunct Professor. Evaluation of respirator effectiveness, respirator performance modeling; aerosol measurement, aerosol behavior and health effects; noise exposure and hearing loss, and occupational safety. oestensk@uab.edu



Tevfik Pinar, PhD, Visiting Scientist. He is an associate professor and physician at Hacettepe University, Institute of Public Health, department of occupational health and medicine in Ankara, Turkey. His main area of research is workplace violence, in particular among health care professionals. He has done work on occupational noise and injury prevention. tevfikpinar@uab.edu

Edward M. Postlethwait, PhD, Adjunct Professor. Research and academic interests are founded in pulmonary toxicology and free radical biochemistry, with current efforts primarily focused on delineating the mechanisms by which inhaled oxidants interact with the lung surface to initiate epithelial injury, how environmental oxidants impact lung growth and development, and what factors may govern the extent and distribution of exposure-related cellular perturbations. epost@uab.edu



Information for Secondary and Emeritus Faculty can be found on the department's webpage, <http://www.soph.uab.edu/ehs/faculty>.

General Information

Copy Machines

A copier is accessible to students in the School of Public Health Copy Room located in the Ryals building, room 130, for assistance call 205-934-7536. Students can purchase a copy card for their use. Students are responsible for all of their copying needs, including copies of reports, proposal, thesis, etc.

Fax Machine

The department has a fax machine (205-975-6341) located in room 530. The fax machine is for the business use of faculty and staff of the department. The charge for sending a personal domestic fax is \$3 for the first page plus \$1 for each additional page and a personal international fax is \$5 for the first page plus \$1 for each additional page.

Telephones

A phone is available for student use in the Ryals Building first floor lobby. Students may use department phones for official use when approved by one of the department's faculty or staff.

Lab Access

While in the research phase of study, it may be necessary for a student to have a key for lab access. The student should contact his/her advisor who will in turn generate a request for the student to obtain a key. Presently, UAB Key Control requires a deposit of \$1 per key when the key is picked up. The money is refunded when you return the key to Key Control.

Reference Materials

Students are welcomed to use books and journals located in the department. Check with each faculty member before looking for, or borrowing, any materials from his office as each has his own "check-out" procedures. The department maintains several journal subscriptions, as well as departmental theses and other reference materials, presently in the back hall. These references can be "checked-out", but are not to be removed from the building.

Reserving Conference and Class Rooms and Equipment

Conference and class rooms and equipment (e.g. pointer, laptop) are to be reserved on-line through the [UAB BookIT](#) room reservation system. Phyllis Morris is also available to help students reserve rooms.

SOPH Addresses

Department Mailing Address

Department of Environmental Health Sciences
RPHB 530
1720 – 2nd Avenue South
Birmingham, Alabama 35294-0022

Department Web Site

For other departmental information and news please access our website at:
<http://www.soph.uab.edu/ehs>

School of Public Health Physical Address

UAB School of Public Health
Ryals Public Health Building 530
1665 University Blvd
Birmingham, Alabama 35294-0022

School of Public Health Web Site

For other student information please access the school's website at:
<http://www.soph.uab.edu>

SOPH OSAS Information

Dean's Office:

Max Michael, M.D. (205/975-7742) is Dean of the School of Public Health.

OSAS – The Office of Student and Academic Services:

Donna Arnett, PhD, MPH. (205/934-4993) is Associate Dean for Academic Affairs.
arnett@uab.edu

Cheryl Johnson (205/934-4993) is Director of Student and Academic Services (OSAS) and is the contact for questions concerning courses, student record updates, policies and procedures – clynnj@uab.edu

OSAS Departmental contacts

Front Desk:

Various work study students and other Dean's office personal take turns manning the front desk; these people are responsible for general questions as well as vending machine refunds.

Room reservations and electronic message board postings:

Pheandrea Jackson is responsible for questions concerning room reservations for meetings and doctoral carrel reservations and updates to the lobby message board. pheandre@uab.edu

Admissions:

Angela Sullivan (205/934-2684) is responsible for incoming applications.
amsulli@uab.edu

Career Services and Internships:

Rowland Yancey is the Career Services Coordinator and Coordinator for Student Internships (205/934-7799). ryancey@uab.edu

Financial Aid:

Pheandrea Jackson (205/934-1961) is the Financial Aid Coordinator for the School of Public Health. The UAB Office of Student Financial Aid number is 205/934-8223.
pheandre@uab.edu

Student activities and PHSA:

Richard Bennett (205/934-4725) is the staff advisor for the Public Health Student Association (PHSA) rbennett@uab.edu

Useful Phone Numbers

Blazer Bookstore.....	205-934-4686
Center for International Programs	205-934-3328
Disability Support Services	205-934-4205
Graduate School.....	205-934-8227
Key Control.....	205-934-3708
Lister Hill Library	205-934-3306
Mervyn Sterne Library.....	205-934-6364
Office of Academic Appeals.....	205-934-5504
Student Health Services	204-934-3580
Student Housing.....	205-934-2092
UAB Parking	205-934-3513
UAB Police	205-934-3434
Emergency	911

Registration Information

BLAZER ID

Every Student is required to have a BlazerID and email, as The School of Public Health and the Department of Environmental Health Sciences uses this email to disseminate information and inform of any changes in courses or scheduling. You will also need a BlazerID to register. This [link](#) will take you to BlazerID Central; from there you will be able to get answers to any questions you may have.

Banner Registration Information

All registration is now done on line through BlazerNET. BlazerNET is designed especially for the internal UAB community, and provides centralized access to the information and services that students, faculty and staff need on a daily basis. From there you can get up-to-date information about UAB news and events to access to class registration, financial aid, grading, policies and forms, the Oracle Finance and HRM systems and more, BlazerNET puts what you need at your fingertips.

You can log on with your BlazerID by [clicking here](#).

From there you can look up available classes. To be able to register you have to meet with your academic advisor to discuss degree planning and course selection. Your RAC (Registration Access Code) must be obtained from the Graduate Program Manager, Julie Brown. **A new RAC must be obtained each semester** in order to register for classes.

MASTER OF PUBLIC HEALTH

Environmental Health / Toxicology

Occupational Health and Safety

INTRODUCTION

The master of public health (MPH) degree in the Department of Environmental Health Sciences is designed to augment the previously-gained experience that an individual possesses in one of the tracks or provide a professional from another field (e.g., medicine, law) with a general background in one of these tracks as well as public health. Students who enter the program must have had at least two years of intensive and relative professional experience in the field of emphasis or a professional degree (such as MD or JD).

There are two program emphasis offered- Environmental Health and Toxicology (ETOX) and Occupational Health and Safety (OHS).

COMPETENCIES

Competencies taught in the ETOX and OHS (Environmental Health/ Toxicology and Occupational Health and Safety) MPH program include:

- ENH1 Obtain a comprehensive understanding of how environmental factors, including toxicants, impact human health
- ENH2 Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety
- ENH3 Discuss various risk assessment, management and communication approaches
- ENH4 Describe federal and state regulatory programs, guidelines, and agencies that influence occupational and environmental health issues
- ENH5 Effectively communicate scientific information orally and in writing

across the spectrum of public and scientific venues

- ENH6 Conduct a literature review on a topic of ENH related issues
 - ENH7 Demonstrate an understanding of scientific ethics
 - ENH8 Understand issues of data collection, analysis and study management
-

ADVISOR

Students are assigned a faculty advisor at the start of their program; however students need to consult with the Program Manager ([Julie Brown](#)) prior to registering for your first semester in the MPH program.

Students may choose to have a different advisor for their internship. This request must be approved before choosing an internship. The request to appoint your advisor must be submitted on the appropriate form and approved Graduate Program Director, Dr. Dickinson. See Program Manager, Julie Brown, for details and forms.

CURRICULUM REQUIREMENTS

Students pursuing the MPH degree acquire knowledge of fundamental public health disciplines through the School core courses. In addition, a student will complete the department core courses and specific program track courses and electives as required. Electives are chosen in consultation with the student's academic advisor. Electives outside the SOPH must be approved by the student's advisor.

INTERNSHIP

All students in the MPH program are required to complete three credit hours of an internship experience. The internship is a field

experience which bridges professional academic preparation and public health practice. It should be project-oriented and focus on an issue relating to public health. Knowledge and skills learned in coursework are applied in an agency setting under the supervision and guidance of an experienced public health specialist, who has been approved to serve as a MPH internship preceptor. You may check with the schools internship coordinator (205-934-7791), or the school's website at www.soph.uab.edu/internships for internship opportunities. Faculty research projects are not appropriate venues for an internship, nor are positions which are primarily administrative or focused on data management. Learning objectives for the internship must be set based on the MPH school-wide and departmental competencies relevant to the student's course of study.

Registering for internship experience

Before the hold on the internship course can be lifted, we require that the internship description and agreement form is completed and on file. This form is to be completed in the online internship database Intern Track. You can log in to this program with your BlazerID and password at www.soph.uab.edu/intertrack. Your faculty advisor and site supervisor will also be required to sign off on this document before a hold life request can be processed, so it is important that you communicate with them as you complete the form, and do not wait until the deadline to register. A hyperlink allowing you to formally request the hold to be lifted will become active once all the signatures are on file.

Students should register under your academic advisor for ENH 697 – Internship in Environmental Health Science. For three credit hours, you are expected to spend a minimum of 240 hours working for the agency. The internship must be completed in one semester, and all hours must be completed by the last day of class. You are required to complete your core course work before registering for internship

hours. Credit cannot be applied retroactively to work you have done prior to registering for the internship. Students should feel free to contact the Graduate Program Director (Dr. Dickinson) or Internship Coordinator (Rowland Yancey) if they have any questions or problems during the summer.

Grading and Requirements

The internship is a pass/fail course. Your grade will be assigned by your faculty advisor based on the completion of all the components below. All forms related to the MPH internship will be completed in the InternTrack system.

- Internship Description and Agreement Form
- Midpoint Meeting Form, and confirmed meetings with the faculty advisor and site supervisor
- Final student evaluation
- Final student paper
- Completion of poster and attendance at the internship poster session
- Evaluations (Midpoint and Final) from the site supervisor
- Any additional product required by your internship site

Midpoint meeting: You will be required to complete a midpoint form halfway through your internship. This is to prompt your reflection on the internship to that point, and steps to make the remainder of the internship a success. You will set up times to individually meet with your faculty advisor and site supervisor; use the midpoint form as a guide for your conversation. If you are not able to meet in person, discussions via telephone, email, or Skype will be accepted. Your faculty advisor and site supervisor will need to confirm the meeting took place in the Intern Track system.

Internship Poster Session: At the end of the internship, prior to the end of exams for that semester, a poster session will be held to showcase the internships completed during that semester. You will receive additional instructions on creating your poster prior to the event. Attendance is mandatory, as it is a required component to the internship

experience. Limited exceptions will be made for students completed internships out of the state or country or that are completing the MPH program online.

For complete internship requirements please check out the syllabus on the UAB School of Public Health [website](#).

PROGRAM COMPLETION

You are responsible for meeting deadlines for graduation. Graduation deadlines are indicated in the School of Public Health Academic Calendar on line. At the beginning of the semester of anticipated graduation, you must complete an "[Application for Degree](#)" form. Your "Application for Degree" must be turned in to the Program Manager, Julie Brown, no later than two weeks into the expected semester of graduation.

In order to graduate, all degree requirements must be satisfied, and all "I" and "N" grades must be removed. You are expected to be enrolled for at least three credit hours of graduate work in your final semester prior to graduation.

Once all requirements are satisfied, a "[Request for Master's Degree](#)" form will need to be completed and submitted to the School's Office of Student and Academic

Services (OSAS). Please meet with Julie Brown regarding the completion of both forms.

AWARD OF DEGREE

Upon approval of the School of Public Health's Associate Dean for Academic Affairs and Strategic Programs, and payment of any outstanding financial obligations to the university, the student will receive the degree of Master of Public Health.

Diplomas are issued at the end of each semester. Degrees are formally awarded at commencement exercises in December and June. If the new graduate wishes to participate in the ceremony, a cap and gown must be ordered (and paid for) by the graduate through the UAB Bookstore at least two months before the event.

SUMMARY OF PROCEDURES FOR THE MPH DEGREE

- Completion of required coursework
- Application for degree (Click here for [deadline dates](#))
- Payment of appropriate fees by student
- Release of degree form two weeks before the end of the semester.

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH Environmental Health/Toxicology

Name: _____

Banner ID: _____

All MPH core courses MUST be taken in the first two semesters of enrollment and PUH 695, Integrative Experience, MUST be taken in the final semester of enrollment.

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirement: 19 Hours						
BST 611: Intermediate Statistical Analysis I		X		3		
BST 612: Intermediate Statistical Analysis II			X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 600: Introduction to Epidemiology	X			3		
HB 600: Social & Behavioral Sciences Core		X		3		
HCO 600: Intro to Public Health & Pop Based Health Programs	X			3		
PUH 695: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 11 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 650: Environmental & Occupational. Toxicology & Diseases	X			3		
ENH 660: Fundamentals of Air & Water Pollution		X		3		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Electives: 6 hours*						
	X	X	X			
	X	X	X			
School Wide Requirements: 3 hours						
PUH 690: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697: Internship	X	X	X	3		
Total Credit Hours Earned for Degree				42		

* The department highly recommends ENH 661 (2 credit hours)

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH **ONLINE** Environmental Health/Toxicology

Name: _____

Banner ID: _____

**All MPH core courses MUST be taken in the first two semesters of enrollment and
PUH 695, Integrative Experience, MUST be taken in the final semester of enrollment.**

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirement: 19 Hours						
BST 611Q: Intermediate Statistical Analysis I		X		3		
BST 612Q: Intermediate Statistical Analysis II			X	3		
ENH 611Q: Environmental & Occupational Exposure Assessment	X			3		
EPI 600Q: Introduction to Epidemiology	X			3		
HB 600Q: Social & Behavioral Sciences Core		X		3		
HCO 600Q: Intro to Public Health & Pop Based Health Programs	X			3		
PUH 695Q: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 11 hours						
ENH 612Q: Assessing & Managing Environmental Risks		X		3		
ENH 650Q: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 660Q: Fundamentals of Air & Water Pollution		X		3		
ENH 691Q: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691Q: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Electives: 6 hours*						
	X	X	X			
	X	X	X			
School Wide Requirements: 3 hours						
PUH 690Q: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697Q: Internship	X	X	X	3		
Total Credit Hours Earned for Degree				42		

* The department highly recommends ENH 661Q (2 credit hours)

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH 5th Year Environmental Health/Toxicology

Name: _____

Banner ID: _____

PUH 695, Integrative Experience, MUST be taken in the final semester of enrollment.

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirement: 19 Hours						
BST 611: Intermediate Statistical Analysis I		X		3	Jr/Sr	
BST 612: Intermediate Statistical Analysis II			X	3	Jr/Sr	
ENH 611: Environmental & Occupational Exposure Assessment	X			3	Jr/Sr	
EPI 600: Introduction to Epidemiology	X			3	Jr/Sr	
HB 600: Social & Behavioral Sciences Core		X		3	Jr/Sr	
HCO 600: Intro to Public Health & Pop Based Health Programs	X			3	Jr/Sr	
PUH 695: The Public Health Integrative Experience	X	X		1	5th Yr	
Department Track Requirements: 11 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3	Jr/Sr	
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3	Jr/Sr	
ENH 660: Fundamentals of Air & Water Pollution		X		3	5th Yr	
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1	5th Yr	
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1	5th Yr	
Departmental Electives: 6 hours*						
	X	X	X		5th Yr	
	X	X	X		5th Yr	
School Wide Requirements: 3 hours						
PUH 690: Writing & Reviewing Research MPH	X	X	X	3	5th Yr	
Internship: 3 hours						
ENH 697: Internship	X	X	X	3	5th Yr	
Total Credit Hours Earned for Degree				42		

* The department highly recommends ENH 661 (2 credit hours)

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH Occupational Health & Safety

Name: _____

Banner ID: _____

All MPH core courses MUST be taken in the first two semesters of enrollment and PUH 695, Integrative Experience, MUST be taken in the final semester of enrollment.

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirements: 19 hours						
BST 611: Intermediate Statistical Analysis I		X		3		
BST 612: Intermediate Statistical Analysis II			X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 600: Introduction to Epidemiology	X			3		
HB 600: Social & Behavioral Sciences Core		X		3		
HCO 600: Intro to Public Health & Pop Based Health Programs	X			3		
PUH 695: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 17 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 621: Fundamentals of Industrial Hygiene	X			3		
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 670: Fundamentals of Occupational Safety & Ergonomics		X		3		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Electives: 2-3 hours*						
	X	X	X			
School Wide Requirements: 3 hours						
PUH 690: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697: Internship	X	X	X	3		
Total Credit Hours Earned for Degree				44-45		

* The department highly recommends ENH 661 (2 credit hours)

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 **ONLINE** MPH Occupational Health & Safety

Name: _____

Banner ID: _____

All MPH core courses **MUST** be taken prior to the internship ENH 697
PUH 695, Integrative Experience, **MUST** be taken in the final semester of enrollment.

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirements: 19 hours						
BST 611Q: Intermediate Statistical Analysis I		X		3		
BST 612Q: Intermediate Statistical Analysis II			X	3		
ENH 611Q: Environmental & Occupational Exposure Assessment	X			3		
EPI 600Q: Introduction to Epidemiology	X			3		
HB 600Q: Social & Behavioral Sciences Core		X		3		
HCO 600Q: Intro to Public Health & Pop Based Health Programs	X			3		
PUH 695Q: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 17 hours						
ENH 612Q: Assessing & Managing Environmental Risks		X		3		
ENH 621Q: Fundamentals of Industrial Hygiene	X			3		
ENH 650Q: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 670Q: Fundamentals of Occupational Safety & Ergonomics		X		3		
ENH 680Q: Field Interdisciplinary Studies	X			1		
ENH 681Q: Interdisciplinary Worksite Evaluations		X		2		
ENH 691Q: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691Q: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Electives: 2-3 hours*						
	X	X	X			
School Wide Requirements: 3 hours						
PUH 690Q: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697: Internship	X	X	X	3		
Total Credit Hours Earned for Degree				44-45		

* The department highly recommends ENH 661 (2 credit hours)

MASTER OF PUBLIC HEALTH

Industrial Hygiene

INTRODUCTION

The Master of Public Health degree is designed to provide an intensive educational experience for students with or without previous experience in the desired track of study.

There are two IH MPH tracks within the department: Industrial Hygiene, and an accelerated Industrial Hygiene degree. (This degree track is specifically designed for graduates of undergraduate IH programs financially supported by the National Institute for Occupational Safety and Health [NIOSH].)

COMPETENCIES

The departmental competencies covered by this degree are:

- ENH1 Obtain a comprehensive understanding of how environmental factors, including toxicants, impact human health
- ENH2 Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety
- ENH3 Discuss various risk assessment, management and communication approaches
- ENH4 Describe federal and state regulatory programs, guidelines, and agencies that influence occupational and environmental health issues
- ENH5 Effectively communicate scientific information orally and in writing across the spectrum of public and scientific venues
- ENH6 Conduct a literature review on a topic of ENH related issues
- ENH7 Demonstrate an understanding of scientific ethics
- ENH8 Understand issues of data collection, analysis and study management
- ENH9 Design, conduct, and evaluate research studies

ENH10 Write research proposal and conducting supervised research appropriate for degree

ENH11 Write and defend a manuscript reporting research background, methods, results, discussion, and conclusions

CURRICULUM REQUIREMENTS

Each track has its own course requirements, which are listed at the end of this section.

All Industrial Hygiene tracks are designed for the full-time student and therefore conflicts in scheduling may occur if courses are taken out of sequence or on a part-time basis. Students are admitted in the fall semester and should follow the appropriate program's curriculum outline.

ADVISOR

An academic advisor is appointed for each new student at the time of admission. A student may request a change in advisor at anytime; however, all changes in advisor must be submitted on the appropriate form and approved by the current advisor and Graduate Program Director, Dr. Dickinson. See Program Manager Julie Brown for form and details.

RESEARCH ADVISOR

During the first year of study, MPH students should discuss their research interests with all faculty in the department. By late spring semester, (mid-fall semester for those in the accelerated IH program) the student will identify and request one faculty member to be the research advisor for his/her project research committee. Be aware that in some cases faculty members of choice may not be able to comply with a request to be research advisor since this workload must be distributed roughly evenly among the faculty. The research advisor will also then serve as the student's academic advisor. When there is a change of advisor, the student should advise the Program Manager and the appropriate form will be sent to the Office of Academic Affairs and Strategic Programs.

INTERNSHIP

All students in the MPH program are required to complete three credit hours of an internship experience. The internship is a field experience which bridges professional academic preparation and public health practice. It should be project-oriented and focus on an issue relating to public health. Knowledge and skills learned in coursework are applied in an agency setting under the supervision and guidance of an experienced public health specialist, who has been approved to serve as a MPH internship preceptor. You may check with the schools internship coordinator (205-934-7791), or the school's website at www.soph.uab.edu/internships for internship opportunities. Faculty research projects are not appropriate venues for an internship, nor are positions which are primarily administrative or focused on data management. Learning objectives for the internship must be set based on the MPH school-wide and departmental competencies relevant to the student's course of study.

Registering for internship experience

Before the hold on the internship course can be lifted, we require that the internship description and agreement form is completed and on file. This form is to be completed in the online internship database Intern Track. You can log in to this with your BlazerID and password at www.soph.uab.edu/intertrack. Your faculty advisor and site supervisor will also be required to sign off on this document before a hold life request can be processed, so it is important that you communicate with them as you complete the form, and do not wait until the deadline to register. A hyperlink allowing you to formally request the hold to be lifted will become active once all signatures are on file.

Students should register under your academic advisor for ENH 697 – Internship in Environmental Health Science. For three credit hours, you are expected to spend a minimum of 240 hours working for the agency. The internship must be completed in one semester, and all hours must be completed by the last day of class. You are required to complete your core course work before registering for internship hours. Credit cannot be applied retroactively to work you have done prior to registering for the internship. Students

should feel free to contact the Graduate Program Director (Dr. Dickinson) or Internship Coordinator (Rowland Yancey) if they have any questions or problems during the summer.

Grading and Requirements

The internship is a pass/fail course. Your grade will be assigned by your faculty advisor based on the completion of all the components below. All forms related to the MPH internship will be completed in the InternTrack system.

- Internship Description & Agreement Form
- Midpoint Meeting Form, and confirmed meetings with the faculty advisor and site supervisor
- Final student evaluation
- Final student paper
- Completion of poster and attendance at the internship poster session
- Evaluations (Midpoint and Final) from the site supervisor
- Any additional product required by your internship site

Midpoint meeting: You will be required to complete a midpoint form halfway through your internship. This is to prompt your reflection on the internship to that point, and steps to make the remainder of the internship a success. You will set up times to individually meet with your faculty advisor and site supervisor; use the midpoint form as a guide for your conversation. If you are not able to meet in person, discussions via telephone, email, or Skype will be accepted. Your faculty advisor and site supervisor will need to confirm the meeting took place in the Intern Track system.

Internship Poster Session: At the end of the internship, prior to the end of exams for that semester, a poster session will be held to showcase the internships completed during that semester. You will receive additional instructions on creating your poster prior to the event. Attendance is mandatory, as it is a required component to the internship experience. Limited exceptions will be made for students completed internships out of the state or country or that are completing the MPH program online.

For complete internship requirements please check out the syllabus on the UAB School of Public Health [website](#).

PROJECT RESEARCH

The student will register for project research (ENH699) in accordance with their programs curriculum requirements. A letter grade will be assigned each semester that is based upon the quality and depth of the deliverable (described below). Should the student fail to submit the deliverables, a letter grade of C or F will be assigned. Extenuating circumstances or factors beyond the control of the student will be taken into consideration if deliverables are not completed at the required time. Detailed instructions on preparing a project research report are found in Appendix 1, and Appendix 2.

Deliverables and Deadlines for IH (For those in the accelerated IH program, note exceptions).

Pre-proposal

Spring Semester of the First Year

During the first year students should have informal discussions with faculty members regarding potential research projects. By the end of spring (fall for IH accelerated students) semester of the first year, the student should have selected a research advisor. A "Change of Advisor" form should be completed if the research advisor is different from the academic advisor. This form can be obtained from the Program Manager, Julie Brown.

The student and advisor will develop an idea for a research project. The student will present the advisor with a one- to two-page description (pre-proposal) of the problem to address general strategy and expected outcomes before the end of the spring semester (fall for IH accelerated students). A second reader for the project should also be identified by this time.

Proposal

Fall Semester. In the fall semester of the second year (Fall semester of the first year for IH accelerated students), the student will register for two hours of ENH699-Master's Level Project Research. Early in the semester the advisor may request a research project committee be formed depending on the research. All members should be graduate faculty. Non-graduate faculty may serve as ad hoc members.

Spring Semester. The student will register for three hours of ENH699. The student should begin work on the research project by the beginning of the semester. The student should meet often with his/her advisor, and if applicable, with other committee members as appropriate, to discuss the status of the research. A first draft of the research report should be submitted to the research advisor no later than six weeks prior to the last day to defend as designated by the Office of Student and Academic Services (OSAS). A meeting date should be scheduled with the advisor to discuss the first draft at the earliest possible date.

Final Report

When the research report is acceptable to the advisor and second reader the students will prepare a power point presentation that will be publically presented by the student either in the department seminar or other venue. At minimum the adviser and the second reader should participate to this presentation.

Once the presentation was considered adequate and the student responded adequately to the questions during the presentation, the student will provide the department with a hard and digital copy of the final report.

Then the student can complete the Master's Degree Recommendation form.

APPLICATION FOR DEGREE

At the beginning of the semester of anticipated graduation the student will complete an "[Application for Degree](#)" form, which can be obtained from the School's Office of Student and Academic Affairs. In order to graduate, all degree requirements must be satisfied and all I, and N grades must be removed. The department will be responsible for assuring that all department requirements have been met (see checklist below). If all requirements are satisfied, the advisor will complete a "[Diploma Release](#)" form.

AWARD OF DEGREE

Upon approval of the School of Public Health Associate Dean for Academic Affairs and Strategic Programs, and payment of any outstanding financial obligations to the university, the candidate will receive the degree of Master of Public Health. Diplomas are issued at the end of each semester. Degrees are formally awarded at

commencement exercises in December and May. If the new graduate wishes to participate in either ceremony, a cap and gown must be ordered (and paid for) by the graduate through the UAB Bookstore at least two months before the event.

SUMMARY OF PROCEDURES FOR THE MPH DEGREE

- Completion of coursework
 - Appointment of a research committee
 - Successful defense of project research (“Favorable Recommendation for the Master’s Degree ”)
 - Provide department with one copy of thesis
 - Provide advisor with diskette containing document and data
 - Clean up lab area utilized and properly store all supplies (Check List Signed)
 - Correctly dispose of hazardous /biological/radioactive wastes (Check List Signed)
 - Turn in keys
 - Payment of appropriate fees by student
- Graduate program director sends School of Public Health all final papers.

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH Industrial Hygiene

Name _____

Banner ID _____

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirements: 19 hours						
HCO 600: Intro to Public Health & Pop Based Health Programs	X			3		
BST 611: Intermediate Statistical Analysis I	X	X		3		
BST 612: Intermediate Statistical Analysis II		X	X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 600: Introduction to Epidemiology	X			3		
HB 600: Social & Behavioral Sciences Core		X		3		
PUH 695: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 28 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 621: Fundamentals of Industrial Hygiene	X			3		
ENH 624: Control of Occupational Hazards		X		2		
ENH 625: Industrial Hygiene Case Studies		X		2		
ENH 626: Physical Agents		X		2		
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 661: Environmental Sampling and Analysis	X			2		
ENH 670: Fundamentals of Occupational Safety & Ergonomics		X		3		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Research: 3 hours						
ENH 699: Masters Level Project Research	X	X	X	3		
Departmental Electives: 3 hours						
	X	X	X	3		
School Wide Requirements: 3 hours						
PUH 690: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697: Internship in Environmental Health	X	X	X	3		
Total Credit Hours Earned for Degree				59		

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MPH Industrial Hygiene Accelerated

Name _____

Banner ID _____

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
Core Requirement: 19 hours						
HCO 600: Intro to Public Health & Pop Based Health Programs	X			3		
BST 611: Intermediate Statistical Analysis I		X		3		
BST 612: Intermediate Statistical Analysis II			X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 600: Introduction to Epidemiology	X			3		
HB 600: Social & Behavioral Sciences Core		X		3		
PUH 695: The Public Health Integrative Experience	X	X		1		
Department Track Requirements: 13 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 625: Industrial Hygiene Case Studies		X		2		
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in ENH Occupational Health & Safety	X	X		1		
Departmental Research: 3 hours						
ENH 699: Masters Level Project Research	X	X	X	3		
Departmental Electives: 6 hours						
	X	X	X	3		
	X	X	X	3		
School Wide Requirements: 3 hours						
PUH 690: Writing & Reviewing Research MPH	X	X	X	3		
Internship: 3 hours						
ENH 697: Internship in Environmental Health	X	X	X	3		
Total Credit Hours Earned for Degree				47		

MASTER OF SCIENCE IN PUBLIC HEALTH

Environmental Toxicology

Industrial Hygiene

INTRODUCTION

The Master of Science in Public Health (MSPH) degree is designed to provide an intensive educational experience for students with or without previous experience in the desired track of study. Environmental health professionals must be able to recognize, evaluate, and control environmental situations that may lead to disease. They may also require knowledge in designing and conducting studies of environmental chemicals to assess the probability that environmental toxic agents present a risk to humans and/or the environment and to define safe limits of human exposure to them. There are two MSPH tracks within the department: Environmental Toxicology, and Industrial Hygiene.

COMPETENCIES

The departmental competencies covered by these degrees are:

- ENH1 Obtain a comprehensive understanding of how environmental factors, including toxicants, impact human health
- ENH2 Specify approaches for assessing, preventing, and controlling environmental hazards that pose risks to human health and safety
- ENH3 Discuss various risk assessment, management and communication approaches
- ENH4 Describe federal and state regulatory programs, guidelines, and agencies that influence occupational and environmental health issues
- ENH5 Effectively communicate scientific information orally and in writing across the spectrum of public and scientific venues
- ENH6 Conduct a literature review on a topic of ENH related issues
- ENH7 Demonstrate an understanding of scientific ethics

- ENH8 Understand issues of data collection, analysis and study management
- ENH9 Design, conduct, and evaluate research studies
- ENH10 Write research proposal and conducting supervised research appropriate for degree
- ENH11 Write and defend a manuscript reporting research background, methods, results, discussion, and conclusions

CURRICULUM REQUIREMENTS

The curriculum is designed for the full-time student and therefore conflicts in scheduling may occur if courses are taken out of sequence or on a part-time basis. Students are admitted in the fall semester and should follow the appropriate program's curriculum outline.

ADVISOR

An academic advisor is appointed for each new student at the time of admission. A student may request a change in advisor at anytime; however, all changes in advisor must be submitted on the appropriate form and approved by current advisor and Graduate Program Director. See program manager for form and details.

Research Advisor

During the first year of study, MSPH Thesis students should discuss their research interests with all faculty in the department. By late spring semester, the student will identify and request one faculty member to be the research advisor for his/her project research committee. Be aware that in some cases faculty members of choice may not be able to comply with a request to be research advisor since this workload must be distributed roughly evenly among the faculty.

The research advisor also serves as the student's academic advisor. When there is a change of advisor, the student should advise

the Graduate Program Director and submit the appropriate form to the Office of Student and Academic Services.

THESIS RESEARCH

Students in the MSPH program do a masters thesis. Students pursuing the MSPH in Environmental Toxicology must earn at least 13 hours in conduct of their thesis research, while students pursuing the MPSH in Industrial Hygiene must earn at least 10 hours in the conduct of their thesis research.. The thesis is based on an "apprenticeship" relationship between the student and his/her research advisor. The research advisor will be responsible for all aspects of the thesis research; however, a graduate committee must approve the ultimate work.

The committee should consist of at least three Graduate School faculty members, one of whom should be from outside the student's graduate specialization and each of whom should be able to bring some relevant insight and expertise to guide the student.

Recommendations for graduate study committee membership are submitted by the advisor and the student to the Graduate Program Director, who subsequently submits these recommendations to the Graduate School Dean.

Pre-proposal

Spring Semester of the First Year. During the spring semester of the first year, the student should have selected a research advisor. A "Change of Advisor" form should be completed if the research advisor is different from the academic advisor.

The student will present the advisor with a one- to two-page description (pre-proposal) of the problem to address, general strategy and expected outcomes before the end of the spring semester.

Proposal

By the fall semester of the second year, the student will register for ENH699-Master's Level Project Research. Early in the semester the advisor and student will develop a research project committee consisting of three members. An "Appointment of

Research Project Committee Approval Request" form should be completed.

A draft of the research proposal is due to the advisor one week before the end of the fall semester.

Spring Semester. The student will register for ENH699. The student should schedule a proposal meeting by the end of January. After the proposal is accepted by the committee, an "Application for Admission to Candidacy for the Master's Degree" must be completed, then the student may conduct the research work. The student should meet often with his/her advisor, and with other committee members as appropriate, to discuss the status of work and problems.

Final Defense

A first draft of the thesis should be presented to the advisor. The submission and approval of a draft to the graduate committee is also recommended. After the thesis is acceptable to the advisor (and ideally the committee), a final defense may be scheduled.

A memorandum and a copy of the thesis will be sent to the committee members and the Dean of the Graduate School. After a successful defense, the research advisor is responsible for obtaining signatures on the "Recommendation for the Master's Degree-with Committee". The student must make any necessary corrections to the report and deliver it to the advisor. Once the advisor acknowledges that all changes have been made, the student will submit it to the graduate school and provide the department with one original report (for binding) on 25% bond / or archival paper.

In addition, the department requires:

- that the student provide his/her advisor with an electronic copy of the document and data,
- clean up the lab area that he/she occupied
- correctly dispose of any hazardous material used
- and, turn in keys (or proof that keys were turned in to UAB Key Control).

APPLICATION FOR DEGREE

A student must be registered for at least 3 hours in the semester they intend to graduate. At the beginning of the semester of anticipated graduation (usually spring), the student will complete an "[Application for Degree](#)" form.

In order to graduate, all degree requirements must be satisfied and all "I" and "N" grades must be removed. The department will be responsible for assuring that all department requirements have been met (see checklist below). If all requirements are satisfied, the advisor will complete a "[Diploma Release](#)" form, which will be sent to him from the School's Office of Student and Academic Services.

AWARD OF DEGREE

Upon approval of the School of Public Health Associate Dean for Academic Affairs and Strategic Programs, and payment of any outstanding financial obligations to the university, the candidate will receive the degree of Master of Science in Public Health. Diplomas are issued at the end of each semester. Degrees are formally awarded at commencement exercises in December and June.

If the new graduate wishes to participate in the ceremony, a cap and gown must be

bought by the graduate through the UAB Bookstore before the event. Contact the UAB Bookstore for more information. Please see the UAB Graduate School's website for further requirements.

SUMMARY OF PROCEDURES FOR THE MSPH DEGREE

- Completion of first year coursework and appointment of research advisor
- Completion of a proposal and appointment of a research committee
- Admission to candidacy
- Application for degree first of final semester
- Successful defense of Thesis
- Provide department with one copy of thesis printed on bright white, 24lb paper.
- Provide advisor with an electronic copy of the document and data
- Clean up lab area utilized and properly store all supplies
- Correctly dispose of hazardous /biological/radioactive wastes
- Turn in keys
- Payment of appropriate fees by student
- Graduate program director sends School of Public Health all final papers

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MSPH Environmental Toxicology

Name

Banner ID

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
MSPH Core Requirement: 13 hours						
BST 611: Intermediate Statistical Analysis I	X	X		3		
BST 612: Intermediate Statistical Analysis II		X	X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 610: Principles of Epidemiologic Research & lab	X			4		
Department Track Requirements: 6 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3		
Environmental Health Electives: 3 hours						
	X	X	X	3		
Masters Level Research: 13 hours						
ENH 699: Masters Level Project Research	X	X	X	3		
ENH 699: Masters Level Project Research	X	X	X	3		
ENH 699: Masters Level Project Research	X	X	X	3		
ENH 699: Masters Level Project Research	X	X	X	4		
Seminar / Journal Club: 5 hours						
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 790: Current Topics in Env. Health Sciences Research	X	X		1		
ENH 790: Current Topics in Env. Health Sciences Research	X	X		1		
Minimum Credit Hours Required				40		

Students receiving a MSPH are required to complete a 37 hour, self-paced online course entitled "Overview of Public Health" by the end of their second semester. Students with prior public health education (coursework in each of the public health core disciplines) or experience (5 years in public health) may be waived from this requirement by permission of the Associate Dean.

Curriculum Planning Worksheet Environmental Health Sciences

2014-2015 MSPH Industrial Hygiene

Name _____

Banner ID _____

Course Name	Term Course Available			Credit Hours	Term /Year Taken	Grade
	Fall	Spr	Sum			
MSPH Core Requirement: 13 hours						
BST 611: Intermediate Statistical Analysis I	X	X		3		
BST 612: Intermediate Statistical Analysis II		X	X	3		
ENH 611: Environmental & Occupational Exposure Assessment	X			3		
EPI 610: Principles of Epidemiologic Research & lab	X			4		
Environmental Health Track Requirements: 26 hours						
ENH 612: Assessing & Managing Environmental Risks		X		3		
ENH 621: Fundamentals of Industrial Hygiene	X			3		
ENH 624: Control of Occupational Hazards		X		2		
ENH 625: Industrial Hygiene Case Studies		X		2		
ENH 626: Physical Agents		X		2		
ENH 650: Environmental & Occupational Toxicology & Diseases	X			3		
ENH 661: Environmental Sampling and Analysis	X			2		
ENH 670: Fundamentals of Occupational Safety & Ergonomics		X		3		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 680: Field Interdisciplinary Studies	X			1		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
ENH 681: Interdisciplinary Worksite Evaluations		X		2		
Masters Level Research: 10 hours						
ENH 699: Masters Level Project Research	X	X	X	5		
ENH 699: Masters Level Project Research	X	X	X	5		
Seminar: 4 hours						
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 691: Current Topics in Env. & Occupational Health & Safety	X	X		1		
ENH 790: Current Topics in Env. Health Sciences Research	X	X		1		
Internship: 3 hours						
ENH 697: Internship				3		
Minimum Credit Hours Required				56		

Students receiving a MSPH are required to complete a 37 hour, self-paced online course entitled "Overview of Public Health" by the end of their second semester. Students with prior public health education (coursework in each of the public health core disciplines) or experience (5 years in public health) may be waived from this requirement by permission of the Associate Dean.

Department of Environmental Health Sciences
Mentoring Policy

Approved September 9, 2011

This EHS departmental policy clarifies the responsibilities of the faculty advisor for MSPH and PhD students and the procedure that must be followed in order to change the faculty advisor. The intention of the policy is to provide a transparent set of responsibilities and procedures that protect both student and departmental interests.

Responsibilities of the Faculty Advisor

1. Following Graduate School policy, the advisor should “confer with the student about courses and any special work to be taken on the basis of the student’s previous experience and the requirements of the graduate program.”
2. To ensure this graduate school policy is followed in a timely manner, the appointed advisor must be available to the student at least once per semester, in the month preceding course selection.
3. Within the first year of study, the student and faculty advisor should determine the broad topical interest for their thesis or dissertation project. At a minimum, the appointed faculty advisor should meet with the student once in the first year of study to determine the focus of the thesis or dissertation.
4. Once the thesis or dissertation project topic is established, the faculty advisor and student should agree upon a regular meeting schedule to ensure timely organization of a committee, preliminary examination, and defense.

A PhD student’s first year

According to the Graduate School Policies and Procedures (Sections 9 and 10, Policy 1 and 2, for MSPH and PhD level, respectively), a faculty advisor should be assigned to incoming students, and this can be a temporary assignment. As stated in the EHS student handbook, EHS PhD students complete three research rotations in their first year. By the end of their first year, the student, along with the appointed faculty advisor and Graduate Program Director will formalize the faculty advisor for the student based on the student’s interest and faculty capacity.

Procedures for changing the faculty advisor--initiated by the student

1. The student should meet with the current faculty advisor to discuss the desire to change advisors. If the change in advisor is mutually agreeable to the current faculty advisor and requested future faculty advisor, a “change in advisor form” should be submitted to the Graduate Program Director. The Graduate Program Director can choose to approve the change directly. A denial must be reviewed by the Graduate Program Committee and the Department Chair. The final decision is made by the Graduate Program Director with input from the Graduate Program Committee and the Department Chair.
2. Alternatively, the student has the option of presenting a written request directly to the Graduate Program Director that describes the specific reasons for requesting the change. In this case, the Graduate Program Director will evaluate the request and aid the student in identifying a new faculty advisor. In addition, the Graduate Program Director will communicate with the current faculty advisor and request a written evaluation of the mentoring relationship, including a thorough account of meetings held and outcomes of those meetings. The Graduate Program Director will present the student’s request and the current faculty advisor will present his/her evaluation of the mentoring relationship to the Graduate Program Committee and Department Chair. The Graduate Program Committee and Department Chair will then provide recommendations to the Graduate Program Director, who will make the final decision.

3. If the request is approved, the Graduate Program Committee and Department Chair will then provide recommendations to the Graduate Program Director to appoint the identified new faculty advisor.
4. If the faculty advisor change request is denied or if submission of dismissal forms is approved by the Graduate Program Director in the case where a new advisor cannot be identified, the student may then request an external faculty advisory committee be formed to re-review the request. This request will be forwarded to the Associate Dean for Academic Affairs and Strategic Programs, who will lead the formation of the advisory committee and review of the request.

Procedures for changing the faculty advisor--initiated by the faculty advisor

1. The faculty advisor should meet with the student to discuss the desire to be relieved of his/her duties as the student's advisor. If the change in advisor is mutually agreeable to the student and to a requested future faculty advisor, a change in advisor should be submitted to the Graduate Program Director. The Graduate Program Director can choose to approve the change directly. A denial must be reviewed by the Graduate Program Committee and the Department Chair. The final decision is made by the Graduate Program Director with input from the Graduate Program Committee and the Department Chair.
2. Alternatively, the faculty advisor may present a written request directly to the Graduate Program Director that describes the specific reasons for requesting the change. In this case, the Graduate Program Director will schedule a Graduate Program Committee meeting where the current faculty advisor will present his/her justification for being relieved of his/her mentoring role. The Graduate Program Director will present an evaluation of the student's progress and the student's needs in terms of mentorship. The Graduate Program Committee and Department Chair will provide recommendations to the Graduate Program Director, who will make the final decision.
3. If the request is approved, the Graduate Program Director will then work with the student to identify a new faculty advisor. If the request is denied, or the student is not in good academic standing and a new advisor cannot be identified, the Graduate Program Director shall submit dismissal forms for the student.