UNIVERSITY OF KENTUCKY
APPLICATION FOR CHANGE IN EXISTING COURSE: MAJOR & MINOR

1. Submitted by College of Medicine
Department/Division offering course School of Public Health
Date December 12, 2001

2. Changes proposed:
(a) Present prefix & number SPH 850 Proposed prefix & number SPH 650
(b) Present Title Management of Public Health Organization
New Title
(c) If course title is changed and exceeds 24 characters (Including spaces), include a sensible title (not to exceed 24
characters) for use on transcripts:
Mgt of Public Hlth Org
(d) Present credits: 3 Proposed credits: SAME
(e) Current lecture: laboratory ratio Proposed:
(f) Effective Date of Change: (Semester & Year) Fall 2003

3. To be Cross-listed as:
Prefix and Number Signature: Department Chair

4. Proposed change in Bulletin description:
(a) Present description (including prerequisite(s):
NO CHANGE
(b) New description:
NO CHANGE
(c) Prerequisite(s) for course as changed:
NO CHANGE

5. What has prompted this proposal?
The MPH degree was originally submitted as a professional degree, however, the degree is now a Graduate School degree. The 600 number is needed to reflect this change. Refer to the cover letter for details.

6. If there are to be significant changes in the content or teaching objectives of this course, indicate changes:
NO CHANGE

7. What other departments could be affected by the proposed change?
N/A

8. Will changing this course change the degree requirements in one or more programs?*
Yes ☒ No
If yes, please attach an explanation of the change.*

9.. Is this course currently included in the University Studies Program?
Yes ☒ No
If yes, please attach correspondence indicating concurrence of the University Studies Committee.

10. If the course is a 100-200 level course, please submit evidence (e.g., correspondence) that the Community College System has been consulted.

*NOTE: Approval of this change will constitute approval of the program change unless other program modifications are proposed.
11. Is this a minor change? [ ] Yes [x] No
   (NOTE: See the description on this form of what constitutes a minor change. Minor changes are sent directly from the Dean of the College to the Chair of the Senate Council. If the latter deems the change not to be minor, it will be sent to the appropriate Council for normal processing.)

12. Within the Department, who should be consulted for further information on the proposed course change?
   Name: Joel Lee, Dr.P.H. Phone Extension: 323-5059 x285

**Signatures of Approval:**

Department Chair

Dean of the College

**Undergraduate Council**

**Graduate Council**

**Academic Council for the Medical Center**

**Senate Council**

**Date of Notice to the Faculty**

**Date**

**Date**

**Date**

Date of Notice to University Senate

**If applicable, as provided by the Rules of the University Senate.**

**ACTION OTHER THAN APPROVAL**

**********

The Minor Change route for courses is provided as a mechanism to make changes in existing courses and is limited to one or more of the following:

a. change in number within the same hundred series;
b. editorial change in description which does not imply change in content or emphasis;
c. editorial change in title which does not imply change in content or emphasis;
d. change in prerequisite which does not imply change in content or emphasis;
e. cross-listing of courses under conditions set forth in item 3.0;
f. correction of typographical errors. [University Senate Rules, Section III - 3.1]

Rev 11/98
Spring 2001

Public Health Administration and Practice
SPH 650

Day and Time: Tuesday 6:00 to 8:30 p.m.

Room: CAHP 115

Instructor: Thomas W. Samuel, J.D., MBA
& Office 121 Washington Avenue, CAHP Building, Room 113

Communications: 859.323.1100 ext. 293 (Phone Work Office)
859.873.6611 (Phone Home)
859.257.2454 (FAX work)
859.873.2492 (FAX Home)
<tsamuel@pop.uky.edu>
<thomass223@aol.com>

Office Hours: Most days 9:00 - 5:00, but always by appointment.


On Reserve in Medical Center Library:


Articles by subject and date.

Readings: Students are expected to be current on public health care issues through newspapers and the internet. The student is expected to be prepared to discuss public health care topics in class. Current publication on health care issues will be discussed in class and students will be held accountable on exams.

Since each of you are already health care professionals or expect to become health care professionals and since public health issues are currently very important topics in the popular media, not only will the faculty expect you to be current but the general public and your fellow professionals will expect you to be knowledgeable on these issues. This will not only keep you informed as to the most current thinking of policy makers but also, provide insight into how the world views the health care professions. This attention to the popular media in no way lessens your responsibility for reading the professional literature.

Course Description: This course will introduce organizational theory and administration practice in health care settings with an emphasis on public health.
Course Objectives: Upon completion of this course, the student will be able to:

1. Identify and apply theories of management.

2. Examine management functions, concepts and principles as well as managerial roles within the public and private health services organizations and their external environment.

3. Actively participate in the management process and apply learning from the course to health service organizations.

Examination Grading: There will be two examines and a Special Project.

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<th>Percentage</th>
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<tr>
<td>Mid-term</td>
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<td>Final</td>
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<tr>
<td>Paper</td>
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<tr>
<td>Group Presentations</td>
<td>10%</td>
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<td>Participation</td>
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Examinations will be:

a) Matching There will be approximately 15 definitions and 25 terms to be matched.

b) Short Answers The short answers will come from the text, other assigned reading materials and class discussions. These answers are expected to be detailed and precise.

c) Essay The essay questions will require the student to think and reason the answer.

Group studying is strongly encouraged.

Course grading will be based upon the criteria stated in the University Bulletin.

Group Presentations Many of you are already significant health care professionals and/or have experience, knowledge and understanding of the health care system, the faculty will use a group process to enrich learning and understanding of the management materials and topics covered in this course. The class will be divided into three groups. For each assigned topic, one group will be required to read the articles on reserve, prepare and distribute a summary of the articles, discuss how the materials might be used to address a
“real” health/public health management problem(s) or issue(s), and be prepared to defend their presentation when questions and comments are presented by a second group.

A second group will read the articles on reserve and be prepared to ask question and challenge the presenting groups presentation.

There be nine assigned topics. Each group will present three times and respond three times during the semester. The grades will be group grades for this activity.

Paper: A topic is to be developed a current public health management issue of interest to the student. A one page description of the topic and five sources. Must be submitted on January 30, 2000 and it must be submitted electronically.

Paper is due March 27, 2000. The paper is to be 12-15 pages plus graphs, charts and other supporting material. The paper must be submitted electronically.

Rules: There are few rules at a great University such as the University of Kentucky, in that we are a community of scholars. The few rules that do exist are necessary for us to remain a community of scholars.

--CHEATING-- If any student is caught cheating or not reporting someone who is cheating, we will use every effort we can muster to have the student disciplined to the maximum extent possible, including dismissal from the University. A specific form of cheating, plagiarism is particularly problematic in an academic institution.

Attendance is expected consistent with University policy and will be considered by the instructors in their evaluation of the student participation.

Instructors 'This course will require a great deal of work. Please, anticipate Expectations these demands and plan accordingly. The content of the course is critical to your future as a health services administrator.

Use of the “experienced-based” learning strategy necessitates making explicit several expectations:
1. Attendance. The components of the course are highly interrelated, thus missing one class will detract from learning materials in a subsequent class.

2. Actively participate in exercises, cases and simulations.

4. Provide honest and timely feedback regarding the content and process of the course throughout the semester.

5. Share the responsibility for making this course an enjoyable and beneficial learning experience.
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<tr>
<th>Date</th>
<th>Subject</th>
<th>Assignment/Group Assigned</th>
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<tbody>
<tr>
<td>1/16</td>
<td>Management and Managers</td>
<td>Chapter 1</td>
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<tr>
<td>1/23</td>
<td>Concepts of Organizational Design</td>
<td>Chapter 3</td>
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<td>Articles/name/author</td>
<td>Group A present</td>
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<td>Group B respond</td>
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<td>1/30</td>
<td>How Health Services Organizations Designed</td>
<td>Chapter 4</td>
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<td>Paper Topic Due</td>
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<td>Public Health Discussion on Ch. 4</td>
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<td>Group Presentations on Organizational Structure</td>
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<td>2/13</td>
<td>Strategic Planning and Marketing</td>
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<tr>
<td>2/20</td>
<td>Organizational Change/Review for Midterm</td>
<td>Chapter 12</td>
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<td>2/27</td>
<td>Midterm</td>
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<td>Control and Resource Allocation</td>
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<td>3/20</td>
<td>Human Resources and Labor Relations</td>
<td>Chapter 11</td>
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<td>3/27</td>
<td>Managerial Problem Solving and Decision Making</td>
<td>Chapter 7</td>
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<td>Motivation</td>
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<td>Leadership</td>
<td>Chapter 15</td>
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<td>4/24</td>
<td>Poster Session/Review for Final</td>
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<td>5/1</td>
<td>Final Exam</td>
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## Assigned Topics

**All Assignments are subject to change based on events and the judgment of the instructors, as to the best methods of presenting the material.**