Department of Environmental & Public Health Sciences

New Student Orientation

August 16, 2023

Please be seated for Department Welcome at 9:00am

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Agenda

- 9:00am: Department Welcome
  - Alex Lentsch, PhD, Department Chair, DEPHS
- 9:10am: Overview of Department with Q&A
  - Mary Beth Genter, PhD, Director of Graduate Studies
  - Beth Niehaus, DEPHS Program Coordinator
  - Emily Wagner, Senior Academic Advisor, MPH
- 10:30am: BREAK
- 10:45am: UC Public Safety
- 11:15am: CAPS – UC Counseling & Psychological Services
  - Monica Gray, MS, IMFT, Clinical Counselor & Outreach Coordinator
- 11:45am: LUNCH
- 1:00pm: Breakout Sessions for all programs
- 2:00pm: Concentration Meetings **(MPH Students Only)**

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Leadership

Alex B. Lentsch, PhD

Chair, Department of Environmental & Public Health Sciences
Senior Associate Dean for Faculty Affairs & Professional Development
Professor of Surgery
Vice Chair for Research and Director, Division of Research, Department of Surgery

Mary Beth Genter, PhD

Director of Graduate Studies
Professor, Department of Environmental & Public Health Sciences

Office Kettering 144
Phone +1 (513) 558-6266
Email marybeth.genter@uc.edu

Kelly J. Brunst, PhD

Associate Director of Graduate Studies
Associate Professor, Department of Environmental & Public Health Sciences

Office Kettering 140
Phone +1 (513) 558-1723
Email Kelly.brunst@uc.edu

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Graduate Studies Office

Elizabeth Niehaus

Program Coordinator, MS/PhD Programs
Department of Environmental & Public Health Sciences

Office: Kettering 133B
Phone: +1 (513) 558-5736
Email: virantem@ucmail.uc.edu

Emily Wagner, M.Ed.

Senior Academic Advisor, Master of Public Health (MPH)
Department of Environmental & Public Health Sciences

Office: Kettering 133A
Phone: +1 (513) 558-5460
Email: wagnere6@ucmail.uc.edu

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A Brief History

- 1926: Founded by Dr. Robert Kehoe to study the toxicity of Freon and lead, which was funded by General Motors (GM)
- 1930: Named Kettering Laboratory of Applied Physiology after GM President Charles Kettering
- 1949: Joined with UC Department of Preventive Medicine to form the Department of Preventive Medicine and Industrial Health in the UC College of Medicine
- 1965: Re-named Department of Environmental Health (coinciding with founding of National Institute of Environmental Health Sciences within NIH)
- 2015: 50th Anniversary celebration of the naming of the Department and NIEHS
- 2019: Re-named Department of Environmental and Public Health Sciences to reflect the department's increasing focus on public health

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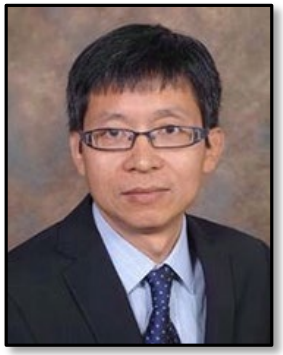
Division Directors

Katherine Burns, PhD
Environmental Genetics & Molecular Toxicology

Kermit Davis, PhD
Industrial Hygiene & Occupational Safety/Ergonomics

Ardythe Morrow, PhD
Epidemiology

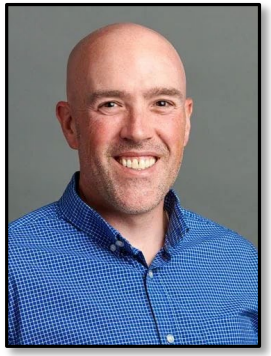


Changchun Xie, PhD
Biostatistics

Victoria Wulsin, MD
Occupational Medicine

Program Directors

Marepalli Rao, PhD
Biostatistics



Patrick Ryan, PhD
Clinical & Translational Research

Kelly Brunst, PhD
Epidemiology

Ying Xia, PhD
Environmental Genetics & Molecular Toxicology

Kermit Davis, PhD
Industrial Hygiene & Occupational Safety/Ergonomics

Rachael Nolan, PhD, MPH
Public Health

MPH Faculty

Rachael Nolan, PhD, MPH, CPH
Assistant Professor,
MPH Program Director,
Health Services Management
Concentration Director

Michelle Burbage, PhD
Assistant Professor,
Global Health
Concentration Director

Whitney Bryant, MD, MPH, M.Ed.
MD-MPH Program Director

CONCENTRATION DIRECTORS

Dr. Eric Zgodzinski, PhD
Professor,
Epidemiology

Angelico Mendy, MD, PhD
Assistant Professor,
Environmental Public Health

Marepalli Rao, PhD
Professor,
Biostatistics

Rebecca Vidourek, PhD
Professor,
Health Education & Promotion

Victoria Wulsin, PhD
Professor,
Occupational Public Health

Life as a DEPHS Student

- Weekly departmental seminar – good opportunity to meet other students in DEPHS
- All courses have syllabi; all students are required to know the content of course syllabi
  - Regard them as your "contract" with instructors
- Get involved with a student organization
  - Doctoral Student Organization (DSO)
  - Delta Omega, Gamma Rho – MPH
  - The Social Justice & Public Health Special Interest Group (SIG)
  - Graduate Student Government (GSG)
- Example

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Student Expectations

- UC Graduate College Handbook
- Your Division's Handbook
- Adherence to UC's **TOBACCO FREE** policy
- Awareness of program curriculum and requirements
- Regular review of degree audit with academic advisor
- Communication and Deadlines

- Curiosity, Motivation, and Professional courtesy towards all
- Taking primary responsibility for completion of your degree

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Civil Discourse/Academic Dishonesty

- DEPHS Student Code of Conduct Form (required)
  - Student Code of Conduct
  - Academic Dishonesty/Misconduct

- Bottom line: it's OK to disagree, but please do so diplomatically
  - Everyone has a right to their opinion.
  - Listen to each other, and respect others' opinions even if you disagree.
  - Arrange one-on-one meetings, rather than public displays of disagreement.
  - Acts of aggression or intolerance towards peers or instructors are not tolerated and may be subject to corrective action.

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Completing Your Degree - Policies

- Minimum GPA: 3.0
- Time to Complete Degree
  - MS/MPH: 5 years maximum
  - PhD: 9 years maximum
- Part-time vs. Full-time
  - Part-time: 9 credits or less
  - Full-time: 10-18 credits
  - Funded: 12 credit minimum (or you lose funding)
- Active Graduate Student Status
  - Must register for at least 1 credit hour per academic year
- PhD Residency Requirement
  - PhD students **MUST** be full-time for at least one academic year (10 credit minimum per semester)
  - Must be completed in two semesters during the same AY
  - Note: a PhD cannot be completed only attending part-time

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Completing Your Degree – Requirements

- Regular meetings with your advisor and thesis/dissertation committees are mandatory and essential for success
  - **Annual Student Progress Review with Advisor**
  - **Must complete Thesis/Dissertation Committee Meeting form with each committee meeting**
  - **MPH & CTR-CRP track students have Capstone option**
- Reviewing your degree audit each semester

Department Website:
https://med.uc.edu/depart/eh/home

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Advice & Opportunities

Advice

- Academic Resources:
  - Course Director, TA, Study Group, Academic Writing Center, Peer Tutoring, Accessibility Resources
- Become part of a network:
  - Classmates, lab groups, journal clubs
  - MPH Honor Society – Gamma Rho
  - Doctoral Student Organization – DSO
  - Health Sciences Graduate Association – HSGA
- Complete an individual development program (IDP)
- Be mindful of our environment

Opportunities

- Grad Life & Student Resources
- Health Sciences Library
  - Library Workshops (PowerPoint, Photoshop, Endnote, etc.)
- Grant-writing workshops
  - Announced periodically throughout the year
  - Course BE-9075
- Student grant-funding opportunities
  - University Research Council – deadlines announced annually
- Preparing Future Faculty (PFF)
- COM Graduate Student Research Forum
  - October 20, 2023
- Graduate Student Government
  - Grants, travel funds for graduate students

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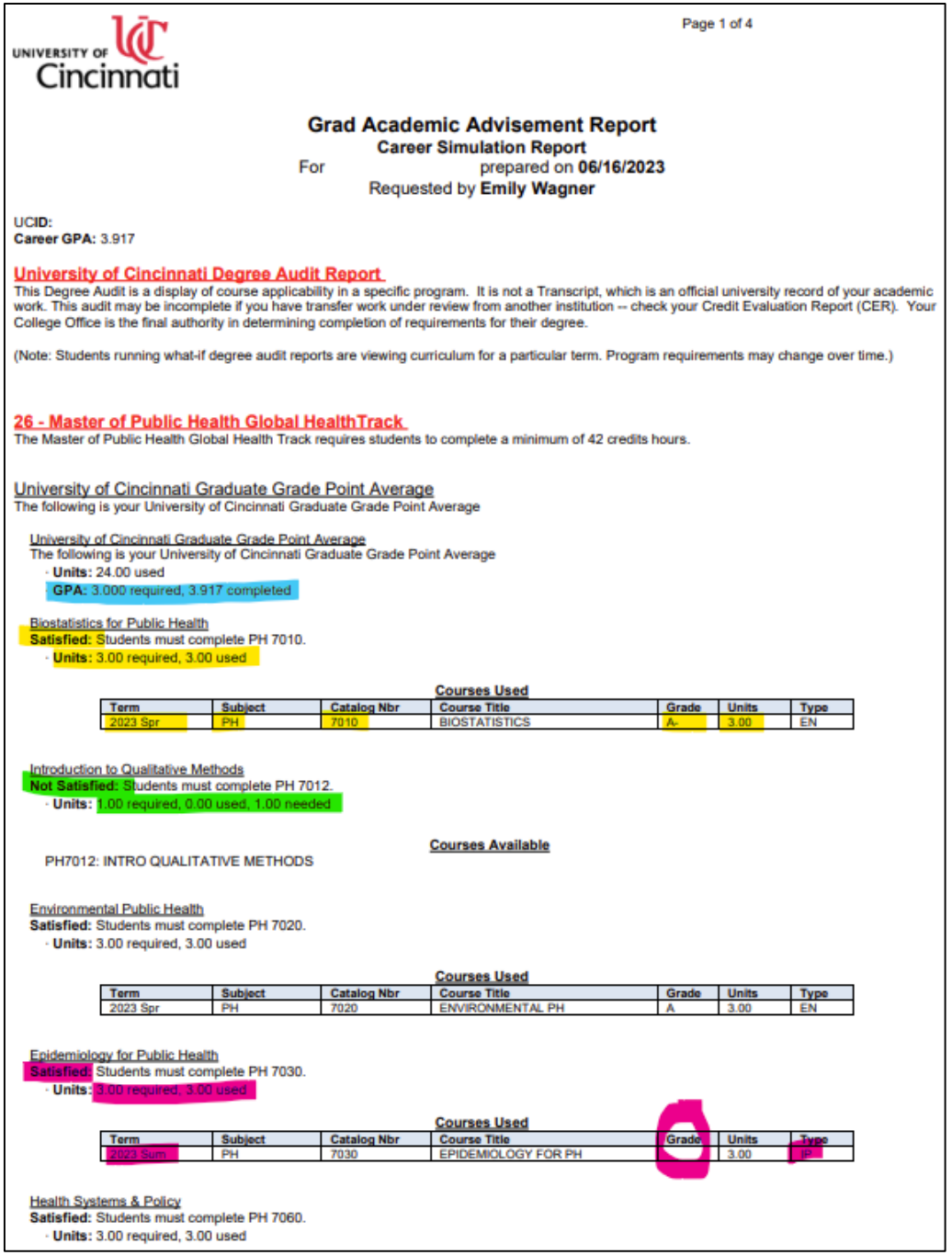
Degree Audit

Found in Catalyst:

1. My Academics
2. Academic Progress
3. 'Get My Degree Audit'
4. View as PDF



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Grad Academic Advisement Report

Career Simulation Report

For prepared on **06/16/2023**

Requested by **Emily Wagner**

UCID:
Career GPA: 3.917

University of Cincinnati Degree Audit Report

This Degree Audit is a display of course applicability in a specific program. It is not a Transcript, which is an official university record of your academic work. This audit may be incomplete if you have transfer work under review from another institution -- check your Credit Evaluation Report (CER). Your College Office is the final authority in determining completion of requirements for their degree.

(Note: Students running what-if degree audit reports are viewing curriculum for a particular term. Program requirements may change over time.)

26 - Master of Public Health Global HealthTrack

The Master of Public Health Global Health Track requires students to complete a minimum of 42 credits hours.

University of Cincinnati Graduate Grade Point Average

The following is your University of Cincinnati Graduate Grade Point Average

University of Cincinnati Graduate Grade Point Average
The following is your University of Cincinnati Graduate Grade Point Average

- **Units:** 24.00 used
- **GPA:** 3.000 required, 3.917 completed

Biostatistics for Public Health

Satisfied: Students must complete PH 7010.

- **Units:** 3.00 required, 3.00 used

Courses Used

Term	Subject	Catalog Nbr	Course Title	Grade	Units	Type
2023 Spr	PH	7010	BIOSTATISTICS	A-	3.00	EN

Introduction to Qualitative Methods

Not Satisfied: Students must complete PH 7012.

- **Units:** 1.00 required, 0.00 used, 1.00 needed

Courses Available

PH7012: INTRO QUALITATIVE METHODS

Environmental Public Health

Satisfied: Students must complete PH 7020.

- **Units:** 3.00 required, 3.00 used

Courses Used

Term	Subject	Catalog Nbr	Course Title	Grade	Units	Type
2023 Spr	PH	7020	ENVIRONMENTAL PH	A	3.00	EN

Epidemiology for Public Health

Satisfied: Students must complete PH 7030.

- **Units:** 3.00 required, 3.00 used

Courses Used

Term	Subject	Catalog Nbr	Course Title	Grade	Units	Type
2023 Sum	PH	7030	EPIDEMIOLOGY FOR PH		3.00	IP

Health Systems & Policy

Satisfied: Students must complete PH 7060.

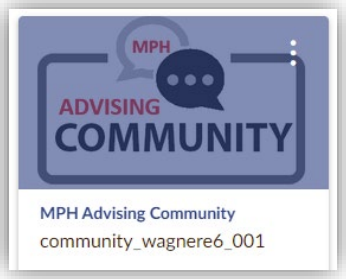
- **Units:** 3.00 required, 3.00 used

Student Resources:
Canvas Student Community Pages

https://uc.instructure.com/

- Each community is designed to be a one stop resource for all program policies, forms, and discussions
- You will receive an invite to the respective community you are enrolled in
  - If you do not accept, you will not have access to required program forms

- Required assignments posted are due prior to the end of first term
- Engage with peers via People tab – divisional discussions to encourage collaboration and connection
- Modules host information for each division relative to the student life cycle



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Completing Your Degree – International Students

- International Student Services (Edwards One)
- Contact: international.students@uc.edu / +1 (513) 556-4278
- iBearcatsGlobal
  - Online orientation / Check-in
  - Required Forms: Financial Certification, Visa status, reduced course load, etc.

- **Full-time Enrollment Required**
  - During Fall & Spring semesters (10 credit hour minimum)
  - Summer required only if first term

- **Online Course Limitations**
  - Only 3 credit hours per semester allowed to fulfill full-time enrollment (Fall & Spring only)
  - Visa terms require specific in-person course attendance

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Additional Requirements

Oral English Proficiency Test may be required for non-native speakers of English: http://www.cech.uc.edu/cesl/oept/

- Students who will be teaching assistants **MUST** pass OEPT prior to starting TA responsibilities
- Some divisions or instructors may require students to take OEPT
- Can be taken free of charge 2X per academic year
- Students who do not pass the exam may be required to take an English as a Second Language (ESL) course
- Enrollment - Contact CESL Testing Office (oept1@ucmail.uc.edu) to register

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DEPHS Courses

Department Seminar – ENV7001/PH7001

- Wednesdays from 10:00 – 11:00am EST in Kehoe Auditorium/G26
- Everyone is welcome to attend
- Students who are enrolled for course credit:
  - Requirements for attendance vary per division
  - MPH students MUST attend the Public Health required seminars (prior to enrolling for Applied Practice Experience – will be discussed in MPH presentation)

Research Credits

- ENV7091: Master's Thesis Research
- ENV8091: General Research (non-thesis)
- ENV9091: PhD Dissertation Research

All research courses require formal approval to gain Catalyst enrollment access

- *Pre-Approval Form* – to be submitted during course registration for the upcoming semester
- *Verification Form* – submitted prior to end of semester with grade given by research mentor

*Be sure to add correct # of research credits in your shopping cart PRIOR to adding to your schedule
***MPH students**: research credits are only required for those who opt to write a thesis
*Department Policy: If a student receive less than a "B" grade in a core course in their curriculum, they will be required to re-take the course.

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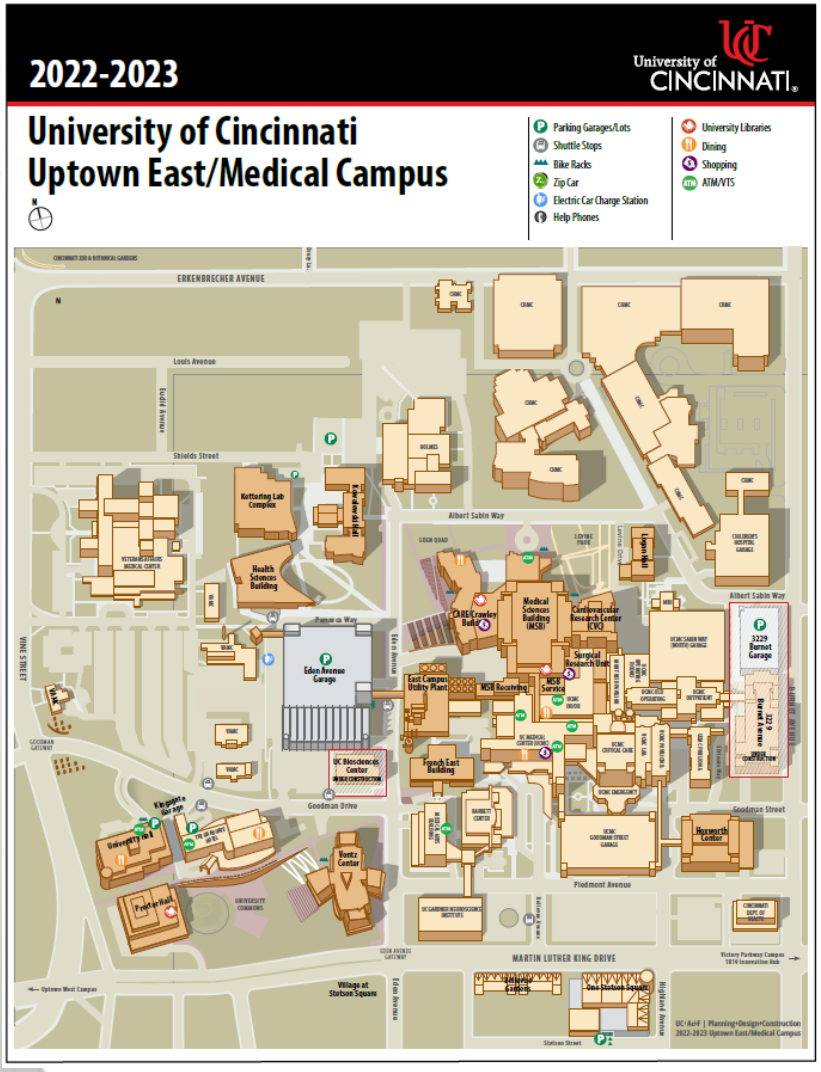
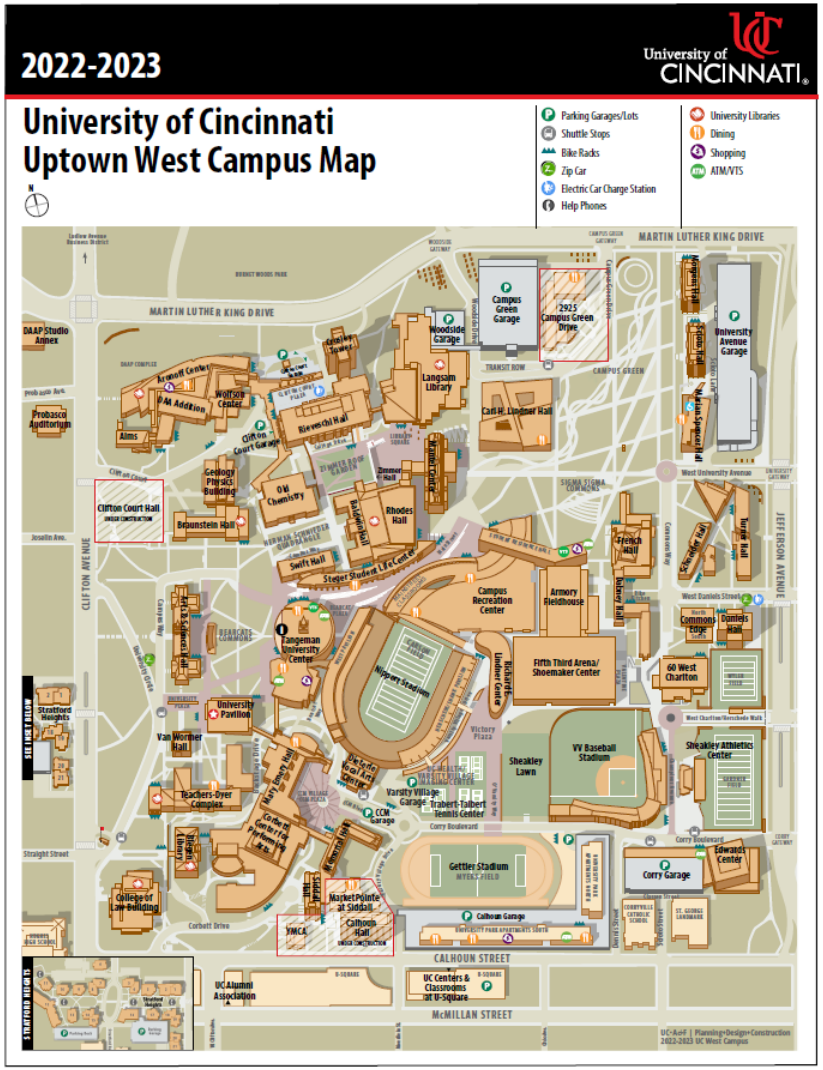
Campus Maps

Uptown Campus East (Medical)



Uptown Campus West



UC Main Offices

- Registrar:
  - Assists with class ordering (staff) and scheduling (students)
  - Provides transcripts for current/past enrollment
  - Contact: enrollmentservices@uc.edu with any system scheduling or registration questions
- **Student Responsibility**:
  - To be aware of add/drop dates and deadlines
  - Staff do not have the ability to add classes for you
  - Adding classes or dropping them after the deadline will incur financial penalty
  - Obtaining class permissions, if applicable

- Residency for Tuition Purposes
- Update Personal Information
  - Address, Telephone, Name Change
  - FERPA/Privacy Policy

- Financial Aid assistance is held within Enrollment Services
  - Drop-In Hours in 220 University Pavilion
    - Monday – Friday, 9am – 4pm
    - 513-556-1000 - enrollmentservices@uc.edu

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- 23-24 Academic Year Calendar
- Fall Dates & Deadlines

First Day of Fall 2023 Classes	August 21
Last day to add full session Fall classes online w/out permission	August 27
UC Offices Closed in observance of Labor Day	September 4
Last day to swap/drop a class for a full refund (no 'W')	September 4
Reading Days	October 9 November 7
UC Offices Closed in observance of Veterans Day	November 10
Last day to withdraw from a class (no refund)	November 17
UC Offices closed in observance of Thanksgiving Holiday	November 23-26
Last Day of Fall 2023 Classes	December 2
Exams	December 3-90

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IT Resources

- Catalyst – Student portal to schedule classes, pay student bills, update personal information, and complete University requirements
- Canopy – Student portal that houses useful links and resources
- Canvas – Course management system; students turn in assignments, participate in class discussions, view grades, etc.
  - Register for course notifications
- Student Software – Each UC student is eligible for a free download of Office 365, etc.
- UCiT contact: 513-556-HELP (4357) or 866-397-3382

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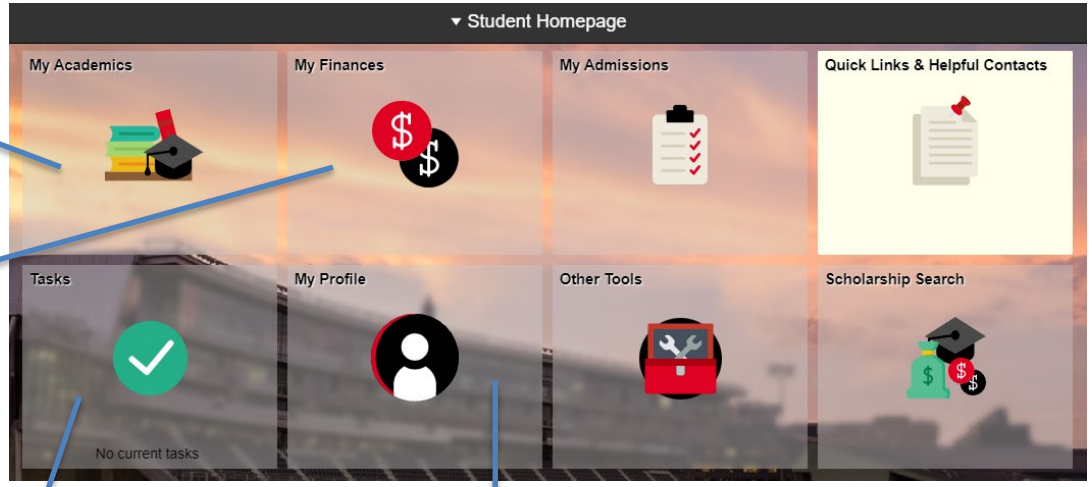
Catalyst

www.catalyst.uc.edu

Catalyst Self-Help Guide

My Academics:

- Add/Drop Courses
- View your Schedule



My Finances:

- View/Pay Bills
- Financial Aid Awards
- Set up Payment Plan

Tasks (indicates hold):

- COVID-19 Acknowledgement
- Health Insurance Waiver Due
- Bursar Pre-registration hold

My Profile:

- Update Personal Information
- Sign up for Emergency Text Alerts

Canopy

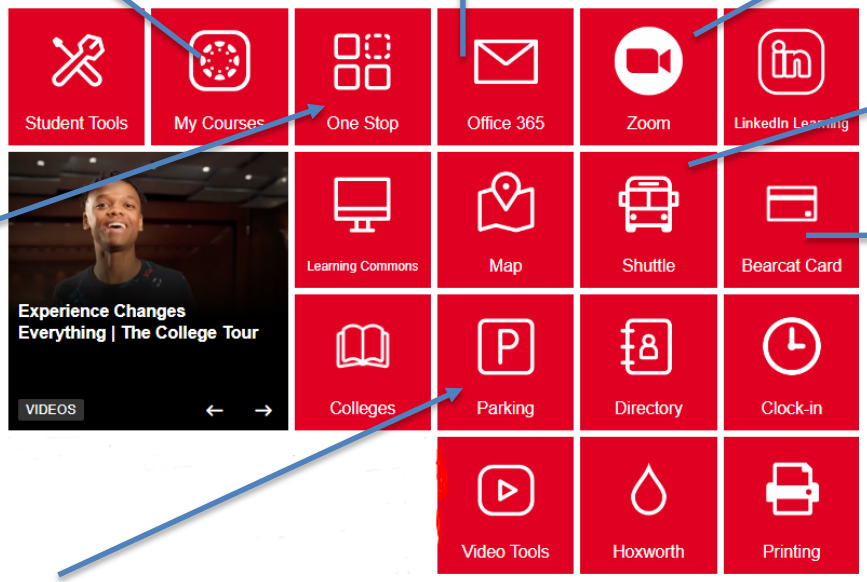
https://canopy.uc.edu

Canvas:
Course Management System

Student E-mail
Username = 6 + 2

Zoom: UC's web conferencing tool

One Stop:
Resource for Financial Aid, Billing, Registration, & Student Records



Campus Shuttle Map

Student ID:
Obtained at Campus Safety - Edwards 4

Parking:
Register for student parking

Student Parking

Parking Services

- Located in Edwards 4 – Uptown West
- 30 minutes free parking in Corry Garage
- Once activated, loaded directly to Bearcat ID
- Eden Avenue Garage is the closest

Bearcat Card (Student ID)

- Provides building access
- Enables WEPA printing
- Everyone must obtain and wear a UC ID badge (pickup in 4 Edwards Center)

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UC Severe Weather Policy

- In-person courses will not meet if the University is closed
- If opening of the UC Uptown campus is DELAYED, courses that are scheduled to start prior to the new opening time are CANCELLED
- If UC closes early, classes scheduled to start after the closing time are CANCELLED
- Watch local news outlets, University website, texts from University

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Graduate Studies Office or Faculty Academic Advisor (MS and PhD programs)?

Graduate Office	Advisor
Question about course offering	Question about course content
Submit research authorization/verification forms	Need signature for required program forms
Submit thesis/dissertation committee request approval forms	Program and/or Degree specific questions
Submit SOI and ETD approval forms	Academic advising
Degree Audit questions	Curriculum mapping
Question about general policies or procedures	

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GSO Expectations – Going Forward? (**MS** and **PhD** programs)

1. Complete Student Code of Conduct form
2. Meet with academic advisor within first semester
3. PhD Students: COM Student-Mentor Agreement
   - By end of first year
4. MS Students: Complete Academic Advising Agreement
5. Submit all applicable forms to Grad Studies Office (ehgrad@ucmail.uc.edu)
6. Submit official transcripts showing prior degree conferral
   - Review Policy on Transcript Submission
   - Must be submitted by August 21st or registration hold is placed for next term

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Academic Advisor or Concentration Director (MPH program)?

Advisor Role	Concentration Director Role
Provides general consultation, guidance and program advisement to MPH students	Advises on career related course-decisions
Connects students to MPH resources	Facilitates and/or approves practicum/capstone experiences
Processes, verifies, and/or approves MPH course registration and permits	Reviews/approves advanced standing, subplan change, and outside electives
Assists in preparation of student's class schedule and answers questions pertaining to course availability	
Monitors MPH student progress to degree and conducts degree audits	
Facilitates and/or approves course exceptions, waivers, and substitutes	
Answers questions pertaining to MPH program requirements, policies and procedures	
Communicates with students about academic deadlines and relevant information	
Tracks and receives documentation of volunteer hours and seminar attendance	
Provides assistance with thesis committee procedures when needed	

Advising Expectations – Going Forward? (**MPH** program)

1. Assignments in Canvas MPH Advising Community

   Will be available to new students on Friday, August 18th

   - **Student Code of Conduct Form**
     - Submit in Canvas MPH Advising Community no later than August 25th
   - **Plagiarism Tutorial**
     - Submit Certificate of Completion no later than September 1st
   - **Academic/Concentration Advising Agreement**
     - Submit in Canvas MPH Advising Community no later than September 25th
       - Just need concentration director signature to upload

1. Submit official transcripts showing prior degree conferral

   - Review Policy on Transcript Submission
   - Must be submitted by August 21st or registration hold is placed for next term

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Questions?

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