

DRSC 4311 Science of Collaboration in Rehabilitation Sciences (online)

CRN: 16503

Fall 2020

Professor: Dr. Anita Bialunska, PhD, CBIS

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Office Hours: Wed, 3 pm – 5 pm

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Course Description

Interpretation and application of principles of group dynamics and effective team communication, models of interdisciplinary collaborative research and clinical practice across health professions. Development of skills in identifying socio-cultural aspects of health care organizations, opportunities for collaborative leadership, professional issues, and strategies for conflict management within interdisciplinary teams.

Textbook

Weiss D, Tilin F, Morgan M (2018) *The Interprofessional Health Care Team. Leadership and Development*, 2nd edition. Sudbury, MA: Jones and Bartlett *Learning*.

Course Goals

1. Develop and understand the core competencies required for effective interprofessional collaboration.
2. Provide experiences that enable students to examine the influence of their individual values, ethics, roles, communication skills and teamwork on effective interprofessional collaboration.
3. Provide models and examples of effective interprofessional collaboration that serve as templates for direct patient care, organizational, system and policy practices.

Student Learning Objectives

At the conclusion of the course, students will be able to:

1. Discuss the evidence background and concepts of IPE as well as recognize core competencies for interprofessional collaboration in four areas:
 - Values and ethics
 - Roles and responsibilities
 - Interprofessional communication
 - Team and teamwork
2. Use team characteristics including norms, roles, patterns of communication, and team processes to develop interprofessional team goals that meet patient/client/family and community goals.
3. Recognize the principles of team dynamics and group processes to enable effective interprofessional team collaboration in clinical practice and research.
4. Contrast the characteristics of leadership in a traditional and collaborative practice model and implement accurate model regarding team dynamics, goals, and situational factors.
5. Discuss community engagement and global health in the context of rehabilitation disciplines' agenda.
6. Design, implement and evaluate interprofessional collaborative team project that addresses local community health problems and includes a partnership with external partners inequities.

Course Format

This course is designed using a modular format—that is, each week is “packaged” as a single module so that all the materials, lecture videos, active learning assignments, submission areas, discussion posts are in one area for a given week. Some modules include live online sessions (specific days see attachment no. 1).

Methods of Evaluation

Assignments (discussion boards, live session and asynchronous assignments) for this course are assessed according to rubrics. You can find these rubrics by clicking on the assignment link in Blackboard and choosing to “View Rubric” from the button beneath the Points Possible for the assignment.

Quizzes require to select correct answers for multiple choice or true/false questions. There are 6 quizzes (0-5). Scores from 5 best performed quizzes will be graded.

Category	Details	Partial max points	Total max points
Team assignments	8 live sessions (see attachment no. 1 for specific dates) and asynchronous active learning assignments <ul style="list-style-type: none"> • 5 Quizzes during selected live sessions (2 parts individually and team-performed) • Live team assignments • Asynchronous team assignments 	5 points	50 points
Discussion Boards	2 discussion boards with due dates (see attachment no. 1); written posts have to be submitted individually by each student according to rubrics and due date	5 point	10 points
Group Project	Students will be divided into teams to develop a prevention/education project in collaboration and prepare presentation that includes slides and audio (powerpoint, prezi, etc.). The grading process will include instructors and peer evaluation components based on criteria described in rubrics.	20 – Dr. Bialunska 10 – TA 10 – peer	40 points
Total			100 points

There are no extra point opportunities for this course.

Grades distribution

90-100 points = A

80-89 points = B

70-79 points = C

60-69 points = D

Below 59 points = F

Technology requirements

Course content is delivered via the Internet through the Blackboard learning management system. Ensure your UTEP e-mail account is working and that you have access to the Web and a stable web browser. Google Chrome and Mozilla Firefox are the best browsers for Blackboard; other browsers may cause complications. When having technical difficulties, update your browser, clear your cache, or try switching to another browser.

You will need to have access to a computer/laptop, scanner, a webcam, and a microphone. You will need to download or update the following software: Microsoft Office, Adobe Acrobat Reader, Windows Media Player, QuickTime, and Java. Check that your computer hardware and software are up-to-date and able to access all parts of the course.

If you do not have a word-processing software, you can download Word and other Microsoft Office programs (including Excel, PowerPoint, Outlook and more) for free via UTEP's Microsoft Office Portal. Click the following link for more information about Microsoft Office 365 and follow the instructions.

IMPORTANT: If you encounter technical difficulties beyond your scope of troubleshooting, please contact the UTEP Help Desk as they are trained specifically in assisting with technological needs of students. Please do not contact me for this type of assistance. The Help Desk is much better equipped than I am to assist you!

Course Communication: How we will stay in contact with each other

Because this is an online class, we won't see each other in the ways you may be accustomed to: during class time, small group meetings, and office hours. However, there are a number of ways we can keep the communication channels open:

- **Office Hours:** We will not be able to meet on campus, but I will still have office hours for your questions and comments about the course. My office hours will be held on Blackboard Collaborate and during Wednesdays, 3-5 p.m. Mountain Time
- **Email:** UTEP e-mail is the best way to contact me (abialunski@utep.edu). I will make every attempt to respond to your e-mail within 24-48 hours of receipt. When e-mailing, be sure to email from your UTEP student account and please put the course number in the subject line. In the body of your e-mail, clearly state your question. At the end of your e-mail, be sure to put your first and last name, and your university identification number.
- **Help Board:** If you have a question that you believe other students may also have, please post it in the Help Board of the discussion boards inside of Blackboard. Please respond to other students' questions if you have a helpful response.
- **Announcements:** Check the Blackboard announcements frequently for any updates, deadlines, or other important messages.

NETIQUETTE

As we know, sometimes communication online can be challenging. It's possible to miscommunicate what we mean or to misunderstand what our classmates mean given the lack of body language and immediate feedback. Therefore, please keep these netiquette (network etiquette) guidelines in mind. Failure to observe them may result in disciplinary action.

- Always consider audience. This is a college-level course; therefore, all communication should reflect polite consideration of other's ideas.
- Respect and courtesy must be provided to classmates and to the instructor at all times. No harassment or inappropriate postings will be tolerated.
- When reacting to someone else's message, address the ideas, not the person. Post only what anyone would comfortably state in a face-to-face situation.
- Blackboard is not a public internet venue; all postings to it should be considered private and confidential. Whatever is posted on in these online spaces is intended for classmates and professor only. Please do not copy documents and paste them to a publicly accessible website, blog, or other space.

Course Policies: What do you need to do to be successful in the course

ATTENDANCE AND PARTICIPATION

Attendance in the course is determined by participation in the learning activities of the course. Your participation in the course is important not only for your learning and success but also to create a community of learners. Participation is determined by completion of the following activities:

- Regular online attendance during scheduled live sessions (Wed 9:00-10:20 am; see attachment no. 1 for specific dates); if you cannot work online synchronously you need to report your absence in advance to instructor (Mrs. Amy Nava anava11@miners.utep.edu) and watch recorded session later (session will be posted on Blackboard)
- Reading/Viewing all course materials (e.g., specific chapters from the textbook, posted videos, descriptions) before dates specified in course schedule (attachment no. 1); it is important to ensure understanding of requirements
- Participating in engaging discussion with your peers on the discussion boards (grading rubric provided in the "grading information" area of each forum)
- Other activities as indicated in the weekly modules
- Because these activities are designed to contribute to your learning each week, they cannot be made up after their due date has passed

EXCUSED ABSENCES AND/OR COURSE DROP POLICY

According to UTEP Curriculum and Classroom Policies, “When, in the judgment of the instructor, a student has been absent to such a degree as to impair his or her status relative to credit for the course, the instructor may drop the student from the class with a grade of “W” before the course drop deadline and with a grade of “F” after the course drop deadline.” See academic regulations in the UTEP Undergraduate Catalog for a list of excuse absences.

Therefore, if I find that, due to non-performance in the course, you are at risk of failing, I will not drop you from the course. However, if you feel that you are unable to complete the course successfully, please let me know and then contact the Registrar’s Office to initiate the drop process. If you do not, you are at risk of receiving an “F” for the course.

BLACKBOARD COLLABORATE LIVE SESSIONS

This class requires that you participate in scheduled Blackboard Collaborate live sessions. The purpose of these sessions is for you to view live demonstrations of the course material and/or to participate in small discussion groups with your classmates. These sessions will be held at the following dates from 9:00 am to 10:20 am:

August 26, September 2, September 23, October 7, October 21,
November 4, November 18, and November 25.

Students are expected to participate in these sessions with at least a microphone (and a webcam if possible). The sessions will be recorded and provided so that they can be reviewed by classmates at a later time. Students should not record the sessions and post them to any sites outside of Blackboard. If you are unable to attend a Collaborate session, contact me (abialunski@utep.edu) as soon as possible so that accommodations can be made when appropriate.

Please notify me before class if you know you will not be able to attend live session due to religious holidays so that we can arrange for work missed to be made up. You will **not** be penalized for absences due to the observance of religious holidays.

DEADLINES, LATE WORK, AND ABSENCE POLICY

Assignments are required to be submitted prior to or by the designated due date (specified in course schedule attachment no. 1). No late work will be accepted if the reason is not considered excusable.

MAKE-UP WORK

Make-up work will be given only in the case of a documented emergency. Note that make-up work may be in a different format than the original work, may require more intensive preparation, and may be graded with penalty points. If you miss an assignment and the reason is not considered excusable, you will receive a zero. It is therefore important to

reach out to me—in advance if at all possible—and explain with proper documentation why you missed a given course requirement. Once a deadline has been established for make-up work, no further extensions or exceptions will be granted.

ALTERNATIVE MEANS OF SUBMITTING WORK IN CASE OF TECHNICAL ISSUES

I strongly suggest that you submit your work with plenty of time to spare in the event that you have a technical issue with the course website, network, and/or your computer. I also suggest you save all your work (answers to discussion points, exams) in a separate Word document as a back-up. This way, you will have evidence that you completed the work and will not lose credit. If you are experiencing difficulties submitting your work through the course website, please contact the UTEP Help Desk. You can email your back-up document as a last resort.

INCOMPLETE GRADE POLICY

Incomplete grades may be requested only in exceptional circumstances after you have completed at least half of the course requirements. Talk to me immediately if you believe an incomplete is warranted. If granted, we will establish a contract of work to be completed with deadlines.

ACCOMMODATIONS POLICY

The University is committed to providing reasonable accommodations and auxiliary services in order to provide equal opportunities to participate in programs, services, and activities in compliance with sections 503 and 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act (ADA) of 1990 and the Americans with Disabilities Act Amendments Act (ADAAA) of 2008. Reasonable accommodations will be made unless it is determined that doing so would cause undue hardship on the University. Students requesting an accommodation based on a disability must register with the UTEP Center for Accommodations and Support Services (CASS). Contact the Center for Accommodations and Support Services at 915-747-5148, or email them at cass@utep.edu, or apply for accommodations online via the CASS portal.

After getting a letter of accommodations from the CASS student **has to meet with the professor** (same or next week) **during office hours** to discuss how to implement particular accommodations in this course.

SCHOLASTIC INTEGRITY

Academic dishonesty is prohibited and is considered a violation of the UTEP Handbook of Operating Procedures. It includes, but is not limited to, cheating, plagiarism, and collusion. Cheating may involve copying from or providing information to another student, possessing unauthorized materials during a test, or falsifying research data on laboratory reports. Plagiarism occurs when someone intentionally or knowingly represents the words or ideas of another as ones' own. Collusion involves collaborating with another person to commit any academically dishonest act. Any act of academic dishonesty attempted by a UTEP student is unacceptable and will not be tolerated. All suspected violations of academic

integrity at The University of Texas at El Paso must be reported to the Office of Student Conduct and Conflict Resolution (OSCCR) for possible disciplinary action. To learn more, please visit HOOP: Student Conduct and Discipline.

CLASS RECORDINGS

The use of recordings will enable you to have access to class lectures, group discussions, and so on in the event you miss a synchronous or in-person class meeting due to illness or other extenuating circumstance. Our use of such technology is governed by the Federal Educational Rights and Privacy Act (FERPA) and UTEP's acceptable-use policy. A recording of class sessions will be kept and stored by UTEP, in accordance with FERPA and UTEP policies. Your instructor will not share the recordings of your class activities outside of course participants, which include your fellow students, teaching assistants, or graduate assistants, and any guest faculty or community-based learning partners with whom we may engage during a class session. You may not share recordings outside of this course. Doing so may result in disciplinary action.

TEST PROCTORING SOFTWARE

The individual part of each quiz will make use of Respondus Lock Down Browser and Respondus Monitor inside of Blackboard to promote academic integrity. You are encouraged to learn more about how to use these programs prior to the first test (see attachment no. 2).

Please review the following guidelines:

- The assessments will only be available at the times identified on the course calendar.
- A reliable Internet connection is essential to completing the exam. If you must go to a location to take the exam (such as the library), be sure to follow their health and safety requirements.
- You have 1 attempt to take the test. Once the window closes, your answers will be saved, and no changes can be made.
- Respondus Lockdown Browser will require that all internet tabs are closed prior to the start of the test.
- Respondus Monitor requires a webcam and microphone.
- You will be required to show the webcam your student ID prior to the start of the test.
- Your face should be completely visible during the test. Blocking the camera will disable the test.
- No notes or textbook materials are permitted during the test. Respondus Monitor requires you to take a video of your surrounding area (desk, chair, walls, etc.)
- You should not have conversations with other people and/or leave and return to the area during the test.

PLAGIARISM DETECTING SOFTWARE

Some of your course work and assessments may be submitted to SafeAssign, a plagiarism detecting software. SafeAssign is used to review assignment submissions for originality and will help you learn how to properly attribute sources rather than paraphrase.

COPYRIGHT STATEMENT FOR COURSE MATERIALS

All materials used in this course are protected by copyright law. The course materials are only for the use of students currently enrolled in this course and only for the purpose of this course. They may not be further disseminated.

Course Resources: Where you can go for assistance

UTEP provides a variety of student services and support:

Technology Resources

Help Desk: Students experiencing technological challenges (email, Blackboard, software, etc.) can submit a ticket to the UTEP Helpdesk for assistance. Contact the Helpdesk via phone, email, chat, website, or in person if on campus.

Academic Resources

- UTEP Library: Access a wide range of resources including online, full-text access to thousands of journals and eBooks plus reference service and librarian assistance for enrolled students.
- University Writing Center (UWC): Submit papers here for assistance with writing style and formatting, ask a tutor for help and explore other writing resources.
- RefWorks: A bibliographic citation tool; check out the RefWorks tutorial and Fact Sheet and Quick-Start Guide.

Individual Resources

- Military Student Success Center: Assists personnel in any branch of service to reach their educational goals.
- Center for Accommodations and Support Services: Assists students with ADA-related accommodations for coursework, housing, and internships.
- Counseling and Psychological Services: Provides a variety of counseling services including individual, couples, and group sessions as well as career and disability assessments.

Attachment no. 1

Course Schedule (Subject to Change)

This calendar provides an overview of the course. More details and a weekly checklist are available in the modules in Blackboard.

date* Live Session - attendance required (selected Weds, from 9:00 am to 10:20 am)

Quiz – each quiz includes two parts: i (each student answers questions individually) and

t (each team discuss the same questions and one member of each team submits team’s answers)

Team assignment – specific task to perform by team linked to the current module’s material

Module	Dates	Topic	Reading to complete and by	Assignment to complete and due dates
1	8/24 8/26*	Syllabus, Schedule Team Project kick-off	Syllabus and attachments by 8/24 at 10:20 am	<ul style="list-style-type: none"> • Discussion Board #0 due 8/25 11:59 pm • Live session
2	8/31 9/2*	Intro to IPC and IPE	<i>Report: To Err is Human: Building a Safer Health System</i> – Chapters 2 and 3 (Bb) by 8/31 at 9:00 am	<ul style="list-style-type: none"> • Quiz 0 – due 9/2 i – 9:15 am t – 9:30 pm • Live session
3	9/9	Core Competencies	<i>Core competencies for interprofessional collaborative practice: 2016 Update</i> (Bb) by 9/9 at 10:20 am	<ul style="list-style-type: none"> • Discussion Board #1 due 9/10 11:59 pm
4	9/14 9/16	Team Basics	Weiss, Tilin, & Morgan Chapter 1 by 9/14 at 9:00 am	<ul style="list-style-type: none"> • Team assignments
5	9/21 9/23*	Team Development	Weiss, Tilin, & Morgan Chapter 2 by 9/21 at 9:00 am	<ul style="list-style-type: none"> • Quiz 1 – due 9/23 l – 9:15 am t – 9:30 pm • Live session
6	9/28 9/30	Norms, Goals	Weiss, Tilin, & Morgan Chapter 3 by 9/28 at 9:00 am	<ul style="list-style-type: none"> • Team assignments
7	10/5 10/7*	Communication	Weiss, Tilin, & Morgan Chapter 7 by 10/5 9:00 am	<ul style="list-style-type: none"> • Quiz 2 – due 10/7 l – 9:15 am t – 9:30 pm • Live session

8	10/12 10/14	Mid-evaluation of team projects	Rubrics and description of Team project (Bb) by 10/12 at 9:00 am	Teams will have 1-hour online meeting with Dr. Bialunska (to be scheduled)
9	10/19 10/21*	Leadership	Weiss, Tilin, & Morgan Chapter 4, 5, and 6 by 10/19 9:00 am	<ul style="list-style-type: none"> • Quiz 3 - due 10/21 i - 9:15 am t – 9:30 pm Live session
10	10/26 10/28	Conflicts	Weiss, Tilin, & Morgan Chapter 7	<ul style="list-style-type: none"> • Team assignments
11	11/2 11/4*	Collaborative Culture	Weiss, Tilin, & Morgan Chapter 8 and 9 by 11/2 10:30 am	<ul style="list-style-type: none"> • Quiz 4 - due 11/4 i - 9:15 am t – 9:30 pm Live session
12	11/9 11/11	Community Engagement	<i>Chronic Disease Self-management: Stanford University Model</i> (Bb)	<ul style="list-style-type: none"> • Team assignments
13	11/16 11/18*	Behavioral Health	Kates et al. (2018). <i>The World Journal of Biological Psychiatry</i> by 11/16 10:30 am	<ul style="list-style-type: none"> • Quiz 5 - due 11/18 i - 9:15 am t – 9:30 pm Live session
14	11/23 11/25*	Global Health	To be posted on Bb by 11/25 9:00 am	<ul style="list-style-type: none"> • Discussion Board #2 due 11/26 11:59 pm Live session
15	11/30 12/2	Projects Presentations	Teams upload projects by 11/26 11:59 pm	<ul style="list-style-type: none"> • Students watch all projects by 12/2 11:59 pm
Final	12/11	Teamwork Evaluation		<ul style="list-style-type: none"> • Students perform peer eval based on rubrics provided by Dr. Blalunska due 12/9 at 10:30 am • Dr. Blalunska and Mrs. Amy Nava perform evaluation of team projects by 12/9 at 10:30 am

Attachment no. 2

LockDown Browser Syllabus Instructions

This course requires the use of LockDown Browser for online exams and webcom. Watch this [short video](#) to get a basic understanding of LockDown Browser and the optional webcam feature (which may be required for some exams).

Then download and install LockDown Browser using this link:

https://www.utep.edu/technologysupport/_Files/docs/MM_Respondus-Student.pdf

To take an online test, start LockDown Browser and navigate to the exam. (You won't be able to access the exam with a standard web browser.) For additional details on using LockDown Browser, review Student Quick Start Guide (PDF)

Finally, when taking an online exam, follow these guidelines:

- Select a location where you won't be interrupted
- Before starting the test, know how much time is available for it, and that you've allotted sufficient time to complete it
- Turn off all mobile devices, phones, etc. and don't have them within reach
- Clear your area of all external materials — books, papers, other computers, or devices
- Remain at your desk or workstation for the duration of the test
- LockDown Browser will prevent you from accessing other websites or applications; you will be unable to exit the test until all questions are completed and submitted

Additional requirements

- the use of a webcam and having id while taking exam
- you aren't allowed to utilize during exams any materials (notes, textbooks, websites, other electronic devices than the one which is used for exam with LockDown Browser)
- you aren't allowed to work with somebody else during taking the exam test.