

## **DRSC 4311 Science of Collaboration in Rehabilitation Sciences (online)**

CRN: 26185

Spring 2021

**Professor: Dr. Anita Bialunska, PhD, CBIS**

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Office Hours: Wed, 10 am – 12 pm (online only)

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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 accessible on Blackboard. The consecutive modules will open on Saturday morning. Assigned readings for a current week are always due Monday 12:00 pm. All other assignments have due dates specified in the course schedule (attachment no. 1) and within the submission link on Blackboard.

## Methods of Evaluation

Assignments have to be successfully submitted through appropriate submission links on Blackboard. If electronic submission link is not working, student has to send the assignment by due date using email [abialunski@utep.edu](mailto:abialunski@utep.edu).

Each assignment has to follow attached instruction as well as information provided during lectures and posted videos. Team assignment has to be submitted by one member of each team. Assignments are assessed according to attached rubrics (click on the assignment link in Blackboard and choose “View Rubric” from the button beneath the Points Possible for the assignment).

**There are no extra point opportunities for this course.**

Final grades will be calculated based on:

Category	Details	Partial max points	Total max points
<b>Team assignments</b>	5 asynchronous assignments to be performed and submitted by teams, due date (see attachment no. 1)	5	25 points
<b>Discussion Boards</b>	3 individual assignments - written posts have to be submitted individually by student due specific date (see attachment no. 1)	5	15 points
<b>Group Project</b>	Students working in teams develop a prevention/education project and prepare presentation that includes slides and audio (powerpoint, prezi, etc.). The grading process will include instructor and peer evaluation components based on criteria described in rubrics.	20 – teacher eval 20 – peer eval	40 points
<b>Final Test</b>	A test consisting of 20 multiple choice questions covering the all material from the assigned readings.	20	20 points
<b>Total</b>			<b>100 points</b>

## 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, 10 am - 12 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 see Course Schedule-attachment no. 1; if you cannot work online synchronously you need to report your absence in advance to Dr. Bialunska 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 dates specified in Course Schedule (attachment no. 1) from 12:00 to 2:50 pm.

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](mailto: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 to [abialunski@utep.edu](mailto:abialunski@utep.edu).

### **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](mailto: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 LockDown 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 test. If you must go to a location to take the test (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.

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

Module	Live session Dates	Topic	Reading to complete and by	Assignment to complete and due dates
1	1/25	Syllabus, Course Schedule Team Project kick-off	Syllabus and attachments by 1/25 at 11:59 pm	Discussion Board #1 due 1/25 11:59 pm
2	2/1	Intro to IPC and IPE	<i>Report: To Err is Human: Building a Safer Health System</i> – Chapters 2 and 3 (pdf on Bb) by 2/1 at 12:00 pm	Discussion Board #2 due 2/5 11:59 pm
3	2/8	Team Basics	Weiss, Tilin, & Morgan Chapter 1 by 2/8 at 12:00 pm	Info about team project (problem, population) due 2/12 11:59
4	2/15	Team Development Team Project Hand off	Weiss, Tilin, & Morgan Chapter 2 by 2/15 at 12:00 pm	
5	2/22	Communication	Weiss, Tilin, & Morgan Chapter 3 by 2/22 at 12:00 pm	Team assignment #1 due 2/26 11:59 pm
6	3/1	Norms and Goals	<i>Core competencies for interprofessional collaborative practice: 2016 Update</i> (pdf on Bb) by 3/1 at 12:00 pm	Team assignment #2 due 3/5 11:59 pm
7	3/8 no live session	Mid-evaluation of team projects	Rubrics for Team project (Bb) by 3/8 at 12:00 pm	Zoom meetings with teams
	3/15-19	Spring Break		
8	3/22	Leadership	Weiss, Tilin, & Morgan, Chapter 4, 5, and 6 by 3/22 12:00 pm	Team assignment #3 due 3/26 11:59 pm

9	3/29	Conflicts	Weiss, Tilin, & Morgan Chapter 7 by 3/29 12:00 pm	Team Assignment #4 due 4/2 11:59 pm
10	4/5	Collaborative Teams Team Project Check up	Weiss, Tilin, & Morgan Chapter 8 and 9 by 4/5 12:00 pm	
11	4/12	Behavioral Health Community Engagement	Kates et al. (2018). <i>The World Journal of Biological Psychiatry</i> (pdf on Bb) by 4/12 12:30 pm	Team assignment #5 Due 4/16 11:59 pm
12	4/19	Collaboration and Global Health	Cash & Patel (2020). <i>Lancet</i> (pdf on Bb) by 4/19 12:30 pm	Discussion Board #3 due 4/23 11:59 pm
13	4/26	Team Projects Presentation	Electronically recorded presentation (vision and audio)	Teams upload projects and Students submit a teamwork evaluation sheet by 4/25 11:59 pm
14	5/3	Summary, reflections, and teamwork evaluation		
Final	5/12	Final Test	Blackboard Respondus Lockdown Browser and webcam required	available on 5/12 9:00 am – 8:00 pm

## 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](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.