Appendix IX.A

College of Public Health Telephone Interview

Applicant:
Program:
Semester:

Hello, Mr. / Ms. __________________________. This is __________________________ from the UAMS Fay W. Boozman College of Public Health. I am calling on behalf of the Admissions Committee to conduct a telephone interview with you regarding your application to our College. This interview will consist of four (4) questions and will be approximately five (5) minutes in length. Is this a good time for you? (Reschedule if needed)

This interview is designed to get a more detailed look into your background and interest in Public Health. I will not be able to clarify the questions for you; however, please feel to ask if you need a question repeated. (If not recording conversation) Please realize there will a long pause after you answer each question as I write your response to relay to the committee. (If recording conversation) This conversation will be recorded so that it may be transcribed in order to relay your responses to the committee. Shall we begin?

Question #1: What do you feel are Arkansas’ two most pressing health problems and why?

Question #2: Identify your particular interest in Public Health and how you might help a community address that issue.

Question #3: What is your definition of a healthy community?

Question #4: If admitted to the College, what do you see yourself doing five years from now?

Thank you for your time and interest in the College. The decision letters will be mailed near the end of May.

Interviewed by:
Date:
Time:
OUR CREDO

“… community lies at the heart of public health … interventions work best when they are rooted in values, knowledge, expertise and interests of the community itself … health encompasses the physical, mental, spiritual, environmental and economic well-being of a community and its members.

We recognize the power of equal partnerships, including community-based organizations, academic institutions and health agencies, addressing health issues of the community.

We understand that in order for these partnerships to be equal and for interventions to be community-based, community members must participate fully in the identification of health issues and the selection, design, implementation and evaluation of programs that address them.”

Community-Based Public Health National Policy Task Force, 1996

REACH HIGHER

Pursue a Public Health Career

Sharpen your skills and make a positive contribution to a healthier world.

1. Learn how to lead and manage teams for community, state health department and hospital/managed care programs.

2. Design and maintain preventive health programs that address social responsibilities in the business, finance and corporate worlds.

3. Lead teams that assess communities and draw health profiles. Use your knowledge to help community leaders and other health professionals set up prevention programs for their areas.

4. Broaden your knowledge base to more effectively understand the issues and factors influencing global health.

5. Polish administrative skills for careers in government/civic/financial/political fields. Learn to manage public service programs for philanthropic organizations.

6. Communicate important humanitarian values to colleagues in your present career and enlist their commitment toward building a healthy environment.

http://www.uams.edu/coph
A COLLEGE OF PUBLIC HEALTH FOR ARKANSAS

In the spring of 2001, a College of Public Health (COPH) was created in Arkansas through a public referendum and related legislation. Today, the COPH is a fully functioning graduate division of the University of Arkansas for Medical Sciences (UAMS), with approximately 200 students.

OUR MISSION

The mission of the College of Public Health is to improve health and promote the well-being of individuals, families and communities in Arkansas through education, research and service.

WHAT IS PUBLIC HEALTH?

Public health differs from the other health professions in that it focuses on large population groups instead of individuals. It emphasizes prevention over cure, promoting health and wellness as ultimate goals. Public health also tries to improve the entire health system, using sound principles of policy development and management as tools.

MODEL COMMUNITY PROGRAMS

Model community programs are the College of Public Health’s foremost tool in securing its long-term vision of Optimal Health for All. Ongoing rural and urban programs demonstrate how public health services can serve as teaching laboratories where creative approaches to public health practices can be experienced.

A STATEWIDE APPROACH

The COPH also offers a statewide approach to education that includes partnerships with other Arkansas universities and institutes of learning. For example, students may choose from approved courses at any of several state schools.

EDUCATIONAL PROGRAMS

The Master of Public Health (M.P.H.)

The M.P.H. requires 42 semester hours. Application deadlines are April 1 and Oct. 1. Students may be full time or part time. The curriculum includes:

- Core Courses 18 hours
- Concentration Courses 15 hours
- Elective 3 hours
- Integration Project 3 hours
- Preceptorship 3 hours

M.P.H. students may elect a generalist curriculum or may choose to concentrate in one of the following areas:

- Biostatistics
- Environmental and Occupational Health
- Epidemiology
- Health Behavior and Health Education
- Health Policy and Management

The Master of Science in Occupational and Environmental Health (M.S.)

The Master of Science degree is offered through the UAMS Graduate School and the Department of Environmental and Occupational Health. The application and other forms may be found on the department’s Web site at www.uams.edu/gradschool.

The Post Baccalaureate Certificate

The certificate includes the six core courses from the M.P.H. curriculum (18 hours). This includes an introductory course and coursework in each of the five public health sciences. Students may be full time or part time.

Combined Degree Programs

M.D./M.P.H. with UAMS College of Medicine
J.D./M.P.H. with UALR Bowen School of Law

Students taking combined degree programs must apply and be accepted to each program separately. Application and other forms can be downloaded from www.uams.edu/coph.

The Doctor of Public Health (Dr.P.H.)

The Dr.P.H. offers an integrated practice-based curriculum specializing in public health leadership. An M.P.H. or related master’s degree is required prior to admission. The application deadline is April 1. Students may be full time or part time. The Dr.P.H. requires 61-68 semester hours and includes the following:

- 15 credit hours of coursework in the public health sciences
- 15 credit hours of coursework in core areas of public health practice
- 15 credit hours of coursework in leadership skills development
- 16 credit hours of field experience, Capstone Seminar and Capstone Project

FOR MORE INFORMATION:

Contact the COPH Office of Student Services
(501) 526-6746 or toll free (866) 330-9464
Web site www.uams.edu/coph
UAMS College of Public Health
4301 W. Markham St., #820
Little Rock, AR 72205-7199
### FALL SEMESTER

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<td>8/24,25</td>
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<td>8/20,21</td>
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<td>5/29</td>
<td>5/27</td>
<td>5/26</td>
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<tr>
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<td>Registration</td>
<td>6/1</td>
<td>5/31</td>
<td>5/30</td>
<td>5/28</td>
<td>5/27</td>
</tr>
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<td>Classes Begin</td>
<td>6/1</td>
<td>5/31</td>
<td>5/30</td>
<td>5/28</td>
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### STUDENT HOLIDAYS

- Labor Day (First Monday in September)
- President’s Day (Third Monday in February)
- **Veteran’s Day (November 11)**
- Martin Luther King Day (Third Monday in January)
- Thanksgiving and following Friday
- **Christmas Vacation and New Year’s Day**
- Memorial Day (Last Monday in May)
- **Independence Day (July 4 th)**

**When these holidays fall on Saturday, the preceding Friday is observed as the holiday. When the holiday falls on Sunday, the following Monday is observed. When Christmas Eve falls on Sunday, the preceding Friday is observed. When Christmas Day falls on Saturday the following Monday is observed. In addition to the above, unscheduled holidays as declared by the Governor of Arkansas are observed.**

04 five year calendar doc
COLLEGE OF MEDICINE 2004-2005

COLLEGE OF MEDICINE FRESHMEN AND SOPHOMORES

<table>
<thead>
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<td>Classes begin - Freshmen</td>
<td>8/9/04</td>
</tr>
<tr>
<td>Classes begin - Sophomore</td>
<td>8/9/04</td>
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</tbody>
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Spring Term Begins

| Freshmen | 1/3/05 | | |
| Sophomore | 1/3/05 | | |

COLLEGE OF MEDICINE JUNIORS AND SENIORS

Junior Year

| Registration | 7/6/04 | Year Begins | 7/7/04 | Year Ends | 6/24/05 |

Senior Year

| Registration | 7/6/04 | Year Begins | 7/7/04 | Year Ends | 4/22/05 |

College of Medicine Fall Break 2004-05

From: 10/02/04 to 10/10/04 Freshmen
10/16/04 to 10/24/04 Sophomores

SPRING BREAK SCHEDULE 2004-05 ACADEMIC YEAR

| College of Health Related Professions | From: 3/14/05 | To: 3/18/05 |
| College of Medicine M1 & M2 | From: 3/12/05 | To: 3/20/05 |
| College of Medicine M3 | From: 3/26/05 | To: 4/3/05 |
| College of Nursing | From: 3/14/05 | To: 3/18/05 |
| College of Pharmacy P1, P2, P3 | From: 3/28/05 | To: 4/01/05 |
| College of Public Health | From: 3/28/05 | To: 4/01/05 |

(Spring break for Graduate Programs will coincide with Spring Break of the College in which the program is housed.)

COMMENCEMENT DATES

For those students who complete all degree requirements at the end of the Fall Semester, degrees will be awarded on the following dates:

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<th>2005/06</th>
<th>2006/07</th>
<th>2007/08</th>
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<td>12/23/06</td>
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<td>12/20/08</td>
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</table>

For those students who complete all degree requirements at the end of the Spring Semester, degrees will be awarded at the Commencement Ceremony on the following dates:

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<th>2008/09</th>
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<td>5/19/07</td>
<td>5/17/08</td>
<td>5/16/09</td>
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</table>

For those students who complete all degree requirements at the end of the Summer Session, degrees will be awarded on the following dates:

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<td>8/10/07</td>
<td>8/08/08</td>
<td>8/07/09</td>
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NURSING FAST TRACK B.S.N. CLASSES

For information concerning the dates of Fast Track B.S.N. classes please contact the College of Nursing Registrar’s Office.

REGISTRATION ON INCLEMENT WEATHER DAYS

If a scheduled registration falls on a day the inclement weather policy is in effect, the colleges affected will reschedule registration on the next available day on which no other registration activities are scheduled. Selection of this date will be coordinated through the office of the Vice Chancellor for Academic Affairs.
Appendix IX.D.

COPH Student Handbook

This appendix is in a separate folder on the CD, labeled “Student Handbook.”
# Personal Information

1. **Name:** Last ___________ First ___________ MI ___________ Suffix ___________

2. **U.S. Social Security Number** ___________ ___________ ___________ ___________ Hometown ___________ ___________ ___________

3. **Sex**  
   - Male  
   - Female

4. **Birthdate** __/__/19__  
   - **Birthplace** ___________

5. **Citizenship** ___________

6. **State of Legal Residence** ___________  
   - **Reg. No. (If Permanent Resident Alien)** ___________

7. **Current Mailing Address:**  
   - Valid until (month/day/year) __/__/20__  
   - **City** ___________ **State** ___________ **ZIP** ___________
   - **Home**  
   - **Business**  

8. **Permanent Address (if different from current address)** ___________

9. **Please mark the one race or ethnicity which you think applies to you best:**  
   - 1. American Indian or Alaskan Native (Tribal)  
   - 2. African American/Black (not of Hispanic origin)  
   - 3. Asian or Pacific Islander (includes the Indian sub-continent)  
   - 4. Hispanic/Latino (Spanish culture or origin, regardless of race)  
   - 5. White (not of Hispanic origin, having origins in any of the Native original peoples of Europe, North Africa, or the Middle East)  
   - 6. Race not included above, please specify _____________________________________________________________________  
   - **Yes**  
   - **No**  
   - If yes, please specify _____________________________________________________________________

# Application Data

10. **Application is for entry in**  
    - Fall Term 20__  
    - Spring Term 20__  
    - Summer Term 20__

11. **Degree Sought:**  
    - DrPH  
    - Master of Public Health  
    - Certificate in Public Health  
    - Non-degree  
    - Master of Health Services Administration

12. **Dual Degree Program with** ___________

13. **Date of GRE, GMAT, or other approved test**  
    - **List scores below, if known**

   - **GRE**  
     - %V ___________ %Q ___________  
     - Q ___________ %Q ___________  
     - V ___________ %V ___________

   - **Date of TOEFL, if applicable**  
   - **Score** ___________

14. **Applicants for the MPH or PBC program must provide names, complete addresses, and phone numbers of THREE academic or professional persons from whom you have requested a recommendation. An EXTERNAL REFERENCE FORM is REQUIRED for EACH and EVERY recommendation. Applicants for the DrPH program must provide names, complete addresses, and phone numbers of FOUR academic or professional persons from whom you have requested a recommendation. An EXTERNAL REFERENCE FORM is REQUIRED for EACH and EVERY recommendation. Applicants for the MHSA program must provide names, complete addresses and phone numbers of TWO academic or professional persons to serve as references. No external reference forms or formal letters of recommendation are needed for MHSA applicants. **All applicants must complete this section even if a resume or C.V. is enclosed.**

   - **Name** ___________  
   - **Position** ___________  
   - **Address** ___________  
   - **Phone** ___________

   - **Name** ___________  
   - **Position** ___________  
   - **Address** ___________  
   - **Phone** ___________

   - **Name** ___________  
   - **Position** ___________  
   - **Address** ___________  
   - **Phone** ___________

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*DrPH applicants must submit GRE ONLY. MHSA applicants must submit GRE or GMAT ONLY. MPH applicants may submit GRE, GMAT, DAT, LSAT, MCAT, or PCAT.*
### Educational and Professional History

15. List in chronological order all colleges, graduate and professional schools attended. If studies are not complete, indicate degree and date expected. **You must complete this section even if a resume or C.V. is enclosed.**

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<th>Institution &amp; Location</th>
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<th>Leaving Date: mo./yr.</th>
<th>Degree received or expected</th>
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<th>Field of Concentration</th>
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16. If applicable, please list courses which you are currently taking or expect to complete during this year.

____________________________________________________________________________________________________________

17. Academic or professional honors or awards. (Please list and give dates.)

____________________________________________________________________________________________________________

____________________________________________________________________________________________________________

18. List all work experience, beginning with the most recent, including full-time and part-time. Attach sheet if necessary. **You must complete this section even if a resume or C.V. is enclosed.**

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<th>To Mo./Yr.</th>
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19. Please check all types of experiences in Public Health in which you have participated (if applicable).

- [ ] Environmental Engineer
- [ ] Environmental Engineering Technician/Technologist
- [ ] Environmental Scientist/Specialist
- [ ] Environmental Science Technician/Technologist
- [ ] Health Educator
- [ ] Occupational Safety and Health Specialist
- [ ] Occupational Safety and Health Technician/Technologist
- [ ] Health Services Manager/Administrator
- [ ] Public Health Policy Analyst
- [ ] Official Public Health Agencies
- [ ] Other Public Sector Agencies that provide a Public Health service

If yes to above, ___ Local ___ State ___ Federal

### PUBLIC HEALTH EMPLOYMENT

- Biostatistician
- Epidemiologist
- Public Health Laboratory Scientist
- Public Health Laboratory Technician/Technologist
- Public Health Physician
- Public Health and Community Social Worker
- Public Health Nurse
- Mental Health and Substance Abuse Social Worker
- Public Health Dentist
- Psychologist/Mental Health Provider
- Public Health Dental Worker
- Alcohol and Substance Abuse Counselor
- Public Health Veterinarian
- Mental Health Counselor
- Public Health Laboratory Scientist
- Health Information Systems Specialist
- Public Health Dietician
- Administrative or Clerical Staff
- Public Health Attorney
- Personal Health Services Industry
- Health Information Systems Specialist
- Community-Based Organizations
- Educational Institutions

20. If applicable, indicate the health profession(s) and state(s) in the United States in which you are certified, registered, or licensed to practice:

____________________________________________________________________________________________________________

I hereby affirm that all information supplied on these blanks is complete and accurate. It is my understanding that I shall not be considered for admission to the University of Arkansas for Medical Sciences until I have submitted all credentials specified. I further agree to inform the College of Public Health of any change in my plans to attend the University of Arkansas for Medical Sciences. I understand that withholding information requested or giving false information may make me ineligible for admission and enrollment.

Signed __________________________ Date __/__/20__

Please send applications to UAMS, Fay W. Boozman College of Public Health, ATTN: Office of Student Services, Director of Admission, 4301 West Markham, # 820, Little Rock, Arkansas 72205.
Appendix IX.F – Plan for Recruitment and Retention of Minorities and Female Personnel and Students

E. College of Public Health – 2005 - 2006

Composition of College of Public Health Faculty by Race and Gender

<table>
<thead>
<tr>
<th></th>
<th>Number</th>
<th>Percent</th>
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</thead>
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<tr>
<td></td>
<td>FTE</td>
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<tr>
<td>American Indian</td>
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</tr>
<tr>
<td>Asian</td>
<td>2</td>
<td>5</td>
</tr>
<tr>
<td>Black</td>
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<td>11</td>
</tr>
<tr>
<td>Hispanic</td>
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<td>2</td>
</tr>
<tr>
<td>White</td>
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<td>145</td>
</tr>
<tr>
<td><strong>Total</strong></td>
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<td>167</td>
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</table>

Composition of College of Public Health Students by Semester, Race, and Gender

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<th>Fall Semester 2005</th>
<th>Spring Semester 2006</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Number</td>
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<td>6</td>
</tr>
<tr>
<td>Black</td>
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<td>25</td>
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<tr>
<td>Hispanic</td>
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<td>2</td>
</tr>
<tr>
<td>White</td>
<td>145</td>
<td>66</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>219</td>
<td>100</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Gender</th>
<th>Fall Semester 2005</th>
<th>Spring Semester 2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>179</td>
<td>82</td>
</tr>
<tr>
<td>Male</td>
<td>40</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>219</td>
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Student Recruitment

Workforce diversity in the public health field is necessary to improve the health of all Arkansans. Minority recruitment is an ongoing effort. In fiscal year 2005 - 2006, the College of Public Health (COPH) continues its minority recruitment efforts, using several different methods: participating in job fairs; partnering with predominately Black colleges and universities; providing tuition discounts for state agency personnel; partnering with communities of color as model program sites; disseminating information on the COPH with emphasis on the College’s focus on Arkansas health issues, including those related to minority health disparities, and emphasis on the benefits of a degree in Public Health. In addition, the COPH formed a college-wide Minority Recruitment and Retention Committee early on to assist in issues related to minority student recruitment and retention.

COPH faculty and staff regularly attend career fairs, trade association meetings and health-related professional meetings when possible. An informational display on the college is typically set up to distribute brochures and other relevant information. COPH faculty and staff participate with minority institutions, organizations, health fairs, programs, and healthcare initiatives on an ongoing basis.

COPH continues to partner and collaborate with colleges and universities around the state. As a direct partner with the University of Arkansas Pine Bluff (UAPB), a predominately black college located in Pine Bluff, AR, the COPH has offered agreed-upon COPH courses through compressed video to UAPB students seeking admission to their new Master’s program in Addiction Studies. Additionally, UAPB administration has agreed to disseminate hard copies of information on the COPH to UAPB students. The COPH has established working relationships with UAPB staff and anticipates future development of joint research projects. Such effort ensures our presence on this campus and further establishes a relationship of respect and trust which ultimately will increase our enrollment of UAPB graduates. In addition, the COPH works with Philander Smith College, a predominately Black College located in Little Rock, AR. Philander Smith has constructed a facility on its campus that focuses on minority health initiatives with a specific focus on international students. COPH faculty/administration has met with Bishop Felton May, the Dean of Philander Smith’s “Harry R. Kendall Science and Health Mission Center”. The outcome of this meeting included the following potential collaborations: 1) To seek research funds in partnership; 2) To enter into a Memorandum of Agreement with Philander Smith to act as a Integration and Preceptorship Project site for COPH MPH students; (MOA has been signed) 3) To provide joint courses and joint faculty (The Kendall Center will be developing a public health curriculum; The possibility exists that the COPH has courses that could be utilized or modified); 4) To educate Philander students about career opportunities in public health and in the COPH through lectures or seminars presented by COPH faculty and staff; and, 5) To develop an academic program agreement that would enable Philander Smith students to transition into the COPH MPH degree program with course credits.

In addition to these focused efforts with historically Black colleges and universities and, in an effort to particularly engage minority students at majority campuses, the COPH continues to
engage faculty at many of the other colleges and universities in the state by disseminating information about the COPH and public health careers, and emphasizing the focus of the College on Arkansas health issues, including those related to minority health disparities. Finally, the COPH student services department has developed a recruitment initiative that includes meeting directly with students at Arkansas colleges and universities through “College Fairs”; developing a “Speakers Bureau” formed by COPH graduates, targeting hospitals and health department employees and county health units.

The COPH has established model public health demonstration sites in a rural and two urban communities, all of which are predominately minority. These partnerships are focused on developing a process for statewide health improvement based on the premise that the protection and improvement of the community’s health is best achieved through the full participation of the community in health interventions/initiatives. The Urban site consists of two distinct partners: “We Care”, a Black community organization located in southeast Pulaski County, and “La Casa,” a Hispanic organization located in southwest Pulaski County. The rural site is located in Phillips County and consists of a consortium of organizations working together to improve the health of this Delta County. These minority partners provide a mechanism to work together to address health disparities, educate community residents about public health, and recruit minority students for public health training.

Information on the College of Public Health is maintained on the web (www.uams.edu/coph) and is up-dated as appropriate. The COPH disseminates a report to the people of Arkansas annually. This report provides information on its academic offerings and community philosophy in addition to student demographics and collaborative efforts. Such information dissemination is a form of student recruitment.

When the COPH was established in 2001, a Minority Recruitment and Retention Committee was formed as a college-wide committee. The members of this Committee serve as a collective body and as individuals in contacting prospective minority students to encourage interest in public health and health-related fields. Once identified, such students are counseled, mentored and assisted in their preparation for health careers. Membership on the committee is extended to interested students.

**Student Retention**

Student retention is a specific charge to the College’s Minority Recruitment and Retention Committee. However, to date, student retention has not been a problem. The COPH’s student/faculty/staff interaction and community involvement are likely to help ensure student retention will not be a significant problem.

**Recruiting and Retaining Minority Faculty and Staff**

The College of Public Health currently has 46.5 FTE supported faculty and other unpaid “virtual” faculty with secondary and adjunct appointments from academic and public health practice programs statewide. Of the 46.5 FTE supported faculty, 19% (10) are minority and 48% (25) are female. Of the 167 unpaid “virtual” faculty, 13% (22) are minority and 41% (68) are
female. The College of Public Health currently lists twenty-eight (28) administrative staff members, eighteen (18) of which also have faculty appointments. Of these administrative staff and faculty, 29% (8) are from minority groups, and 71% (20) are Caucasian. Of the 20 Caucasians, 80% (16) are female.

The College is focused on increasing the number of full-time faculty who are from minority groups. The College has an Assistant Dean for Minority Affairs, Dr. Eddie Ochoa, who has specific responsibilities for assisting in minority recruitment and retention of faculty and staff (and students through his role in serving as Permanent Chair for the College’s Minority Recruitment and Retention Committee). Through Dr. Ochoa’s efforts and those of other faculty, the College anticipates success in increasing the number of full-time minority faculty. The proportion of minority staff is also anticipated to increase as current minority MPH students graduate and provide a larger pool of public health trained staff able to assume roles in public health research and service programs.