Community Health Program

**Hunter College
School of Urban Public Health**

Fall 2017

Undergraduate Student Handbook

This student handbook is designed to assist enrolled undergraduate students, majoring in Community Health. Enclosed are materials and information about this program.

HUNTER
The City University of New York

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Welcome

Dear Students,

Welcome to the Community Health (COMHE) Bachelor of Science (BS) program at the School of Urban Public Health at Hunter College. This is an exciting time to be a Community Health major. Our undergraduate curriculum is intended to be an applied program, reflecting the critical thinking and innovative solutions needed to address public health problems. We also have highly qualified faculty. Graduates from our Community Health major go on to find jobs in a wide variety of settings, such as community-based and human rights organizations, family planning clinics, mental health centers, homeless shelters, research centers, media organizations, and city and state health departments.

The link to the COMHE academic website is http://www.hunter.cuny.edu/communityhealth.

If you have any questions or concerns please feel free to contact me at palcabes@hunter.cuny.edu or Program Administrator Diane Brows, at dbrows@hunter.cuny.edu.

We look forward to a stimulating year!

Best,

Prof. Philip Alcabes
COMHE Program Director

Mission

School of Urban Public Health

At the School of Urban Public Health at Hunter College, learning, research, and service are aimed at creating and sustaining a healthier New York City. We seek to promote equitable and realistic solutions to pressing health problems facing urban populations around the world. Our mission is to provide a collaborative and accessible environment for excellence in education, research, and service in public health, to promote and sustain healthier populations in New York City and around the world, and to shape policy and practice in public health for all.

Informed by the values of public health, social justice and democracy, the school seeks to become a platform for collaboration to:

- Examine the causes of and solutions to pressing health problems;
- Engage the public in an ongoing dialogue on public health policy; and
- Develop a workforce with the capacity to plan and implement health-promoting programs and policies.

For more information about the Community Health Program, please visit http://www.hunter.cuny.edu/communityhealth

Faculty

The Community Health Program faculty hold an extensive array of research interests and expertise, including but not limited to: health disparities, health literacy, community engagement, health communication, and urban health.

Name	Title	Contact (Silberman Campus)	Interests
Philip Alcabes, PhD	Professor and Program Director	palcabes@hunter.cuny.edu Silberman, Room 550	History and social constructions of psychiatric diagnoses; cultural responses to psychoactive medication; community mental health; public health policy.
David Himmelstein, MD, FACP	Distinguished Professor	dhimmels@hunter.cuny.edu Silberman, Room 548	Health Care Finance & Policy; Health Services Research; Health Care Inequality; Social Justice
Stephanie Woolhandler, MD, MPH, FACP	Distinguished Professor	swoolhan@hunter.cuny.edu Silberman, Room 548	Health Care Finance & Policy; Health Services Research; Health Care Inequality; Social Justice
Susan Cardenas, PhD, MS	Lecturer (Doctoral)	susan.cardenas@hunter.cuny.edu Silberman, Room 543	Community Health

For more information, please see www.hunter.cuny.edu/communityhealth/faculty

Program Overview

WHAT IS COMMUNITY HEALTH?

Community health professionals work to improve the health and wellbeing of entire communities. Clinical health professionals might treat an elderly diabetic , a victim of a gunshot wound, or a child with asthma. By contrast, community health professionals will work to understand and reduce a *community's* elevated risk for diabetes, violence, or asthma. They look at how social structures - including poverty, discrimination, employment challenges, etc., physical structures such as neighborhood infrastructure and environmental exposure, and behavioral choices shape a community's health. Additionally, public health professionals might address compromised health through advocacy, institutional change, and culturally appropriate programs and communications.

PROGRAM OVERVIEW

In the COMHE program, students learn analytic, organizing, and communications skills that will prepare them for working in community-based organizations, family planning clinics, mental health centers, homeless shelters, research centers, media organizations, and in city, state, and national health agencies. The Community Health major is intended to hone educational skills and a sound knowledge of public health to encourage students to engage in effective individual and group action designed to maintain and improve the health of people in the community; community health graduates are expected to work to develop, implement, and coordinate programs and campaigns that promote health.

*Please note that the COMHE Program is designed as a <u>full time</u> program (see Course Schedule below). If a student is unable to take courses as a full time student, s/he must contact the Program Director.

Program Requirements

The Program Director will send an email with dates/times for COMHE majors to sign up for advising once per semester, to ensure that all students are on track to graduate. To complete this program, each student will need to complete the following courses (3 credits each for a total of 48 credits), with a minimum grade of "C":

Course number	Course name
COMHE 30100	Introduction to Community and Public Health
COMHE 30200	Principles of Health Promotion
*COMHE 30300 (W)	Social Structure and Health
COMHE 30400	Introduction to Health Communication Theory and Practice
*COMHE 30600	Social Disparities in Health
COMHE 32500	Environmental Public Health
COMHE 32800	Public Health Biology
COMHE 33000	Principles of Epidemiology
COMHE 40500	Health Care Systems and Health Policy
COMHE 40800	Digital Media and Health
COMHE 41100	Seminar in Community Health Assessment
COMHE 41200	Directed Field Work Practicum
COMHE 41300	Research Symposium
NFS 14100	Introduction to Nutrition
SOC 30100	Medical Sociology (*Students are encouraged to take this course prior to entry into the major)
1st ELECTIVE	Any non-required 300 or 400-level COMHE or elective from list below
2nd ELECTIVE	Any non-required 300 or 400-level COMHE or elective from list below

**COMHE majors must take EITHER COMHE 30300 or COMHE 30600. If a student decides to take both courses, one of them will count toward one of the electives of the two elective requirements.

Please note this list includes only the courses required to fulfill the COMHE BS program. Students must **contact their Hunter College Academic Advisor (see below) to ensure they have met all other Hunter requirements for completion. Hunter College requires students to have a **minimum total of 120 credits** to graduate; students are encouraged to be sure to review their Degree Works and CUNY First records to ensure they are on track for graduation.

Approved Electives for COMHE majors

NFS 13100, Food Science

ANTHC 30800, Human Ecology (*prereq: ANTHC 10100 or permission from instructor*)

ANTHC 31200, Approaches to Sexuality (*prereq: ANTHC 10100*)

ANTHC 32100, Women and Globalization (*prereq: ANTHC 10100 or permission from instructor*)

ANTHC 32076, Language, Sex, and Gender (*prereq: ANTHC 15100 or permission from instructor and/ or department*)

ASIAN 23002, Asian-American Community and Mental Health

BIOL 28000, Biochemistry of Health and Nutrition (*prereq: BIOL 10000, 10200 or 12000, 12200; CHEM10000, 12000)*

HED 20100, Women and Health

HED 30500, Sex Education

HED 30600, Drugs and Drug Dependencies

HED 31400, Health Education (*prereq: QSTB 20200, QSTF 30100 prereq or coreq: QSTF 30200*)

PSYCH 23000, Social Psychology (*prereq: PSYCH 10000 and any other 3 cr PSYCH course prereq or coreq: ENGL 12000*)

PSYCH 24200, Health Psychology (*prereq: PSYCH 10000 and any other 3 cr PSYCH course prereq or coreq: ENGL 12000*)

SOC 30700, Migration (*prereq: SOC 10100*)

SOC 30900, Social Movements (*prereq: SOC 10100*)

SOC 31100, Population Dynamics (*prereq: SOC 10100*)

SOC 31300, Consumer Behavior (*prereq: SOC 10100*)

SOC 31400, Culture and Consumption (*prereq: SOC 10100*)

SOC 31500, Work and Society (*prereq: SOC 10100*)

SOC 31700, Class, Status, and Power (*prereq: SOC 10100*)

SOC 31900, Criminology (*prereq: SOC 10100*)

SOC 32000, Law, Society, and Civil Rights (*prereq: SOC 10100*)

SOC 32100, Sociol. of Organizations (*prereq: SOC 10100*)

SOC 32200, Drugs and Society (*prereq: SOC 10100*)

SOC 33000, Children and Public Policy (*prereq: ENGL 12000*)

Or any other 300- or 400-level course with the approval of the COMHE Program Director

Course Schedule

COMHE - BS	**48-credit major, completed over 2 years, full-time.** **Each course is 3 credits unless otherwise noted.**
Major Year 1 **Fall 1** (12 or 15 credits)	**COMHE 30100 -** Intro to Community and Public Health **COMHE 32800 -** Public Health Biology **COMHE 33000** Principles of Epidemiology **SOC 30100** Medical Sociology* (may be taken *prior* to entry into the major) **Major Elective,** if desired
Major Year 1 **Spring 1** (12 or 15 credits)	**COMHE 30400** Intro to Health Communication, Theory, and Practice **COMHE 30600** Social Disparities in Health **COMHE 40500** Health Care Systems and Health Policy **COMHE 41100** Community Health Assessment **Major Elective**, if desired
Major Year 1 **Summer 1** (0 or 3 credits)	Elective, if desired Students should use the summer to develop a fieldwork project.
Major Year 2 **Fall 2** (12 or 15 credits)	**COMHE 30200** Principles of Health Promotion ("Program Planning and Implementation") **COMHE 41200** Directed Fieldwork Practicum **COMHE 30300** Social Structures and Health (Writing Intensive) **NFS 14100** Intro to Nutrition (may also be taken during Summer 1 or another semester) **Major Elective**, if still needed
Major Year 2 **Spring 2** (9 or 12 credits)	**COMHE 41300** Research Symposium **COMHE 40800** Digital Media and Health **COMHE 32500** Environmental Public Health **Major Elective**, if still needed GRADUATION

Course Rotation

Courses in the COMHE BS Major are intended to be taken in the order as outlined above. Certain courses may be offered only once a year. Below is the course rotation schedule to assist in scheduling a class outside of the suggested sequence if necessary.

Course Number	Course Name	Semester Offered
COMHE 301	Introduction to Community and Public Health	Fall
COMHE 302	Principles of Health Promotion	Fall
COMHE 303	Social Structure and Health	Fall and Spring
COMHE 304	Introduction to Health Communication Theory and Practice	Spring
COMHE 306	Social Disparities in Health	Spring
COMHE 325	Environmental Health	Spring
COMHE 328	Public Health Biology	Fall and Spring
COMHE 330	Principles of Epidemiology	Fall and Spring
COMHE 405	Health Care Systems and Health Policy	Spring
COMHE 408	Digital Media and Health	Spring
COMHE 411	Seminar in Community Health Assessment	Spring
COMHE412	Directed Field Work Practicum	Fall
COMHE 413	Research Symposium	Fall and Spring
NFS 141	Introduction to Nutrition	Fall, Spring, Summer
SOC 301	Medical Sociology* *(*) Students are encouraged to take this course prior to entry into the major*	Fall, Spring, Summer

Fieldwork

All students pursuing the BS degree in Community Health must complete a fieldwork project. Students select their own fieldwork site and design their own community health research project, with faculty guidance. Students are required to spend <u>120 hours</u> in the field on their project.

Overview: Fieldwork Project and COMHE Coursework
The fieldwork project is central to the learning objectives of the BS degree in Community Health, thus there are connections to it throughout the coursework. Students should begin thinking about their fieldwork project in their first semester in the major (in COMHE 301), as they do informational interviews at potential fieldwork sites. In the Community Health Assessment course (COMHE 411), students should be thinking about the community they want to work in and its health needs. Although students register for COMHE 412, the Fieldwork course, in the Fall semester of year 2, **fieldwork itself should begin during the summer between Year 1 and Year 2**.

Students are responsible for securing their own fieldwork placement site *prior* to the start of fieldwork in the summer after year 1. The fieldwork placement does not have to be in Manhattan or New York City, but it does need to be related to community health. If the student is currently employed at a health-related facility or organization and has a mentor with an advanced degree who can create a project separate from the student's regular job responsibilities, such as an additional, separate project, that separate project may serve as a fieldwork project. The instructor of the fieldwork course will make the determination as to what projects are considered acceptable.

Fieldwork will be discussed at the new student orientation in the fall, and in detail at an information session early in the first Spring semester of the major.

Potential Fieldwork Sites

The School of Urban Public Health is actively developing a more formal structure to connect students with potential fieldwork placement sites. Several potential sites that former students have worked at include the following:

Aging
Sea-Crest Health Care Center   http://www.seacresthcc.com/
Silvercrest Center for Nursing & Rehabilitation http://www.silvercrest.org/
Age-Friendly New York City   http://www.nyam.org/agefriendlynyc/

At-Risk Youth, LGBT
Green Chimneys   http://www.greenchimneys.org/

Children, Child Services

Graham-Windham   http://www.graham-windham.org/
Graham-Windham Services Early Head Start   http://www.graham-windham.org/
Churchill School   http://www.churchillschool.com/page.cfm?p=1

Clean Water

Constru Casa (Guatemala)   http://www.construcasa.org/nuevo/index.php

Communications, Social Media

Big Duck   http://www.bigducknyc.com/about/internships

Community Gardening

Horticulture Society of NY   http://www.hsny.org/
Red Rabbit Gardening Labs   http://www.myredrabbit.com/labs/
Just Food   http://www.justfood.org/

Community Health Centers

Access Community Health Center   http://www.accessCHC.org

Departments of Health

NYC DOHMH-Office of Minority Health
                             http://www.nyc.gov/html/doh/html/mh/mh.shtml
DOHMH   http://www.nyc.gov/html/doh/html/home/home.shtml
Kyoto City of Health and Welfare   http://www.pref.kyoto.jp/en/tel2.html

Disability & Independence

Brooklyn Center for the Independence of the Disabled   http://www.bcid.org/

Disease Associations & Organizations

Crohn's Disease Association   http://www.ccfa.org/
The Leukemia & Lymphoma Society   http://www.lls.org/
Kyoto Intractable Disease Empowerment Center
American Cancer Society   http://www.cancer.org

Environmental Health

WE ACT for Environmental Justice   http://weact.org/

Health Promotion

Health Promotion Learning Lab, Children's Health Fund, Harlem Children's Zone

http://chf.childrenshealthfund.org

Hospitals/Health Care
Montefiore   http://www.montefiore.org/
North Westchester Hospital   http://www.nwhc.net/default
Kingsbrook Jewish Hospital   http://www.kingsbrook.org

Immigrant Health
DWA FANM (Haitian Women & Girls Rights Organization)   http://www.dwafanm.org/
Diaspora Community Services   http://www.diasporacs.org/

Literacy
Queens Library   Contact: Scott J. McLeod Scott.J.McLeod@queenslibrary.org

Nutrition
The Nourishing Kitchen of NYC   http://www.nourishingnyc.org/
Corbin Hill Food Project: www.corbinhillfoodproject.org
    Contact: Carey King king@corbinhillfarm.com

Physical Activity
I Challenge Myself   http://ichallengemyself.org/

Reproductive Health
Bronx Health Link   http://www.bronxhealthlink.org/bronxhealthlink/

Research
SJS   http://www.socialjusticesexualty.com
Visiting Nurse Service of New York: http://www.vnsny.org/
    Contact: Melissa Trachtenberg, melissa.trachtenberg@vnsny.org

Substance Use
Harm Reduction Coalition   http://www.harmreduction.org/
Washington Heights Corner Project   http://www.cornerproject.org/

Transportation
Transportation Alternatives   http://www.transalt.org/

Yoga
Urban Zen   http://www.urbanzen.org/

E-Portfolios

Throughout the COMHE curriculum, students will reflect on their coursework and fieldwork by creating an e-portfolio. Upon graduation, students can share their portfolios with potential employers. Instruction on these elements will be provided in COMHE 30100, COMHE 41200, and COMHE 40800.

Resources:

Faculty & Staff Contacts

TOPIC	NAME	TITLE	CONTACT
Current student advising, Graduation requirements, Course Scheduling, General program management	Philip Alcabes	Program Director	palcabes@hunter.cuny.edu
Admissions	Nzinga Ajani	Recruitment and Admissions Coordinator	najani@hunter.cuny.edu 212 396 7729
Registration issues	Diane Brows	Academic Program Administrator	dbrows@hunter.cuny.edu 212-396-7721
COMHE Listserv	Philip Alcabes	Program Director	palcabes@hunter.cuny.edu

Registering for Classes

Register Online (CUNYFirst)
http://www.hunter.cuny.edu/cunyfirst/students/student-self-service-guides

Registration for upcoming semester

You must see a faculty advisor before registering for upcoming terms. You will not be allowed to enroll in courses if you have not seen an advisor for approval of your schedule. You may register on or after your registration appointment and during periods when registration is available. Your appointment start and end periods are shown on your CUNYFirst page shortly before the start of each registration period.

Auditing a Course
NY State residents 60 years or older may audit undergraduate courses at Hunter College on a tuition-free, space-available basis. Auditors do not receive grades or academic credit.

How to Register for Classes
To register for classes, log into your CUNYFirst account. COMHE classes are listed under 'Public Health' on the CUNYFirst schedule. There are two ways to register for classes in CUNYFirst. For help on how to register for classes, view:

1. Registering for Classes guide (Option 1, PDF)
   http://www.hunter.cuny.edu/cunyfirst/repository/files/QuickGuide_RegisteringforClass.pdf
2. Registering for Classes guide (Option 2, PDF)
   http://www.hunter.cuny.edu/cunyfirst/repository/files/QG_Reg2.pdf

Registration Checklist

- Read your Hunter email regarding registration
- Confirm registration appointment time
- See your COMHE faculty advisor
- Clear any holds/stops/negative service indicators on your record
- Make sure immunization requirement is satisfied
- Review your Degree Works report (use your CUNYFirst login & password).
- Check the catalog for major requirements information
- Review the schedule of classes (includes requisites and textbook information)
  - http://www.hunter.cuny.edu/onestop

- Ensure prerequisites met for courses in which you wish to enroll
- Read the annual FERPA announcement

For more information, please visit: http://www.hunter.cuny.edu/onestop

Policy on Academic Integrity

As a student at Hunter and in this program, you are agreeing to abide by our code of academic integrity. Academic dishonesty is prohibited in The City University of New York. Penalties for academic dishonesty include academic sanctions, such as failing or otherwise reduced grades, and/or disciplinary sanctions, including suspension or expulsion.

1. Definitions and Examples of Academic Dishonesty

1.1. **Cheating** is the unauthorized use or attempted use of material, information, notes, study aids, devices, or communication during an academic exercise.

Examples of cheating include:

- Copying from another student during an examination or allowing another to copy your work.

- Unauthorized collaboration on a take home assignment or examination.

- Using notes during a closed book examination.

- Taking an examination for another student, asking, or allowing another student to take an examination for you.

- Changing a graded exam and returning it for more credit.

- Submitting substantial portions of the same paper to more than one course without consulting with each instructor.

- Preparing answers or writing notes in a blue book (exam booklet) before an examination.

- Allowing others to research and write assigned papers or do assigned projects, including using commercial term paper services.

- Giving assistance to acts of academic misconduct/dishonesty.

- Fabricating data (in whole or in part).

- Falsifying data (in whole or in part).

- Submitting someone else's work as your own.

- Unauthorized use during an examination of any electronic devices such as cell phones, computers, or other technologies to retrieve or send information.

1.2.   **Plagiarism** is the act of presenting another person's ideas, research or writings as your own. Examples of plagiarism include:

- Copying another person's actual words or images without the use of quotation marks and footnotes or citations attributing the words to their source.

- Presenting another person's ideas or theories in your own words without acknowledging the source.
- Failing to acknowledge collaborators on homework and laboratory assignments.
- Internet plagiarism, including submitting downloaded term papers or parts of term papers, paraphrasing or copying information from the internet without citing the source, or "cutting & pasting" from various sources without proper attribution.

1.3. **Obtaining Unfair Advantage** is any action taken by a student that gives that student an unfair advantage in his/her academic work over another student, or an action taken by a student through which a student attempts to gain an unfair advantage in his or her academic work over another student. Examples of obtaining unfair advantage include:

- Stealing, reproducing, circulating, or otherwise gaining advance access to examination materials.

- Depriving other students of access to library materials by stealing, destroying, defacing, or concealing them.

- Retaining, using, or circulating examination materials which clearly indicate that they should be returned at the end of the exam.

- Intentionally obstructing or interfering with another student's work.

1.4. **Falsification of Records and Official Documents**

Examples of falsification include:
- Forging signatures of authorization.

- Falsifying information on an official academic record.

Falsifying information on an official document such as a grade report, letter of permission, drop/add form, ID card, or other college document. For more information, please see the Hunter College Policy on Academic Integrity.
http://www.hunter.cuny.edu/studentaffairs/student-conduct/academic-integrity

Accessibility

The Office of AccessABILITY's goal is to enhance the educational experience for students with disabilities at Hunter College. Our mission is to ensure a comprehensively accessible college experience for all students with disabilities. The program is also committed to promoting access and awareness as a resource to all members of the Hunter College community.

While complying with the letter of the law, the Office of AccessABILITY also embraces its spirit by providing services to all students with permanent or temporary disabilities to ensure that all Hunter College programs and activities are accessible. We work in collaboration with all departments and divisions of the college to facilitate and advocate for our students and, assist students to maximize their potential while helping them develop and maintain independence. Our philosophy is one that promotes self-awareness, self-determination, and self-advocacy in a comprehensively accessible environment.
If students with disabilities require accommodations to allow greater accessibility to the academic environment, these students should contact the Office of AccessABILITY in Student Services, Room 1214, East Building at 68th Street, 212-772-4857, in order to make the appropriate arrangements.

For more information, please visit: www.hunter.cuny.edu/studentservices/access

Student Listserv

After formally enrolling in the COMHE major, you will be added to our **Community Health Student Listserv, COMHE-L**. This is the primary mode of communication for the Program Director to make announcements for all COMHE students. If you are currently enrolled and have not yet subscribed, please do the following:

1. Click here.

2. Enter your name and *whichever email address you prefer*.

3. Leave the list pull-down set as it is (COMHE-L).

4. Leave the Subscription Type set to "Regular."

5. Hit the "Subscribe (COMHE-L)" button at the lower LEFT.

If you fail to sign up for the listserv you will not be notified of important deadlines and requirements!

Information Technology (IT)

Hunter College Instructional Computing and Instructional Computing and Information Technology (ICIT) department provides hardware, software, training, and support to students, faculty, and staff of Hunter College.

ICIT website: http://www.hunter.cuny.edu/it

Below is information regarding how to set up, access, and use the BlackBoard and CUNYFirst websites. For help with your email, BlackBoard, CUNYFirst, or any other IT issues, please contact the Helpdesk:

Email: studenthelpdesk@hunter.cuny.edu
Phone: 212-650-3624
Thomas Hunter Hall (Main Campus, 68th St.), 4th Floor

BlackBoard

Blackboard (Bb) is a web-based learning management system that provides instructors with tools for organizing and designing virtual classroom space. Your instructor will make the website for each course available to students shortly before the start of the semester. This will be the primary mode of communication for instructors. Please make sure your BlackBoard is set up to send emails to the **email address shown in your Blackboard account and which you can update. You** should check this email regularly.

Login to Blackboard using your CunyFirst login and password. For more information regarding BlackBoard, visit: http://www.hunter.cuny.edu/it/blackboard/blackboard-information-page

CUNYFirst

CUNYFirst is The City University of New York's fully integrated resources and services tool, using the latest technology to serve our students, faculty, and staff. Signing in to CUNYFirst - from anywhere, anytime - will allow students to manage their academic careers and financial accounts in real time and more.

For more information regarding CUNYFirst, please visit:
https://home.cunyfirst.cuny.edu/oam/Portal_Login1.html

Library

Main Library (East Building, 68th Street and Lexington Avenue)
Main Office Phone: 212-772-4143
Reference Desk Phone: 212-772-4187
Circulation Desk Phone: 212-772-4166
Hours of operation:
> Monday-Thursday: 8am-11pm
> Friday: 8am-6pm
> Saturday: 10am-8pm
> Sunday: 11am-8pm

School of Social Work Library (2180 Third Avenue, New York, NY 10035)
Public Health Librarian: John Pell (jpell@hunter.cuny.edu)
Main Office Phone: 212-396-7654
Hours of operation:
> Monday-Thursday: 8am-10pm
> Friday: 8am-6pm
> Saturday: 11am-6pm
> Sunday: 12pm-6pm

For more information (including updated hours and directions), please visit:
http://library.hunter.cuny.edu/hours/leon-and-toby-cooperman-library

Bookstore

The Hunter College Bookstore is now fully online. You can access the Hunter College online bookstore at:
http://hunter.textbookx.com/institutional
or search from the main Hunter College website
www.hunter.cuny.edu/main

Writing Center

The Dr. Murray and Anna C. Rockowitz Writing Center is a comprehensive service for the entire college community, offering tutorial and computer-assisted instruction to students, and technical support and development to faculty and staff. Registered students can receive tutoring in reading and writing skills, critical reading, and the writing process. Students can apply for a weekly appointment with a tutor and/or use drop-in services during scheduled hours. Students may also attend workshops offered at the Center throughout the academic year.

The Rockowitz Writing Center is located on the 7th floor of the main campus (68th St.) library in the Silverstein Student Success Center.

Phone: 212-772-4212
Email: rwc@hunter.cuny.edu

For more information (including staff contacts), please visit: http://rwc.hunter.cuny.edu/

Center for Student Achievement

The Center for Student Achievement provides students with opportunities to develop and enhance their study methods. Students on academic probation who need to schedule an appointment for Academic Success Coaching should schedule an appointment.

For more information about the services and resources, visit the Center in Room 1119 in the East Building, or call 212-772-4890.

Coordinator Arthur Ford: arthur.ford@hunter.cuny.edu

Counseling and Wellness Services

Counseling & Wellness Services (CWS) provides mental health, health and wellness services aimed at enhancing students' quality of life and maximizing personal and academic growth and development.

COUNSELING SERVICES
provides short-term individual counseling, crisis intervention, psycho-education, outreach, and referral to the Hunter College student body, as well as consultation services to faculty, staff, students, and others.

WELLNESS SERVICES
strives to reduce health-related barriers to students' personal and academic success by providing a range of services through Health Services, as well as outreach, workshops, information, and resources through Health Promotion & Education.

- **Health Services**
  helps students achieve personal and academic success by reducing health related barriers. Services include immunization record processing, free HIV and STI testing, and blood glucose testing. Students can also obtain a Physical Activity Card (PAC) through the Office of Health Services to obtain access to Hunter's Athletics and Recreation programs and facilities.

- **Health Promotion & Education**
  is dedicated to educating students about health-related topics and equipping them with skills to make informed decisions about their health and well-being. By developing healthy lifestyle practices, students can reach their highest academic potential and overall level of success.

For more information, please visit: http://www.hunter.cuny.edu/studentservices/counseling-and-wellness

Graduation Requirements

Hunter Core/GER (old curriculum) Requirements

The majority of the GER/ Common Core classes should be completed before beginning the major. Review your DegreeWorks record each semester to review outstanding requirements towards your degree. Visit Hunter's Advising Office for careful review of your Hunter and major remaining requirements.

Declare your intent to graduate online - approximately one year in advance - and in accordance with Hunter's Degree Audit instructions and deadlines.

Advising

The Program Director is your academic advisor for questions related to the Community Health major. You should also visit with a professional advisor in Student Services at the main campus (11th Floor of the East Building) once per semester. This advisor can answer any questions related to the core requirements, taking foreign language, etc. Please contact: Maureen O'Conor: moconor@hunter.cuny.edu or Arthur Ford: arthur.ford@hunter.cuny.edu in the Advising office to set up an appointment.

Hunter Policy on Sexual Harassment

It is the policy of The City University of New York and Hunter College to prohibit sexual harassment of employees and students. It is a violation of policy for any member of the college community to take action against any individual for reporting sexual harassment.

Hunter College has a sexual harassment panel, appointed by the President, which consists of faculty, staff, and students. The panel is charged with ensuring that the college community is familiar with the sexual harassment policies of Hunter College and the City University. Other responsibilities include investigating reports of sexual harassment and forwarding findings and recommendations to the college President. A member of the faculty, staff, or a student should report sexual harassment occurrences to a member of the Sexual Harassment Panel or to the Dean of Students, and, if required, to the local city police precinct. Reporting information can also be found in college catalogs and schedule of classes.

Confidential counseling is available through the Office of the Dean of Students.
http://www.hunter.cuny.edu/studentaffairs/deanofstudents.

For more information on sexual harassment and misconduct policies, see:
http://catalog.hunter.cuny.edu/content.php?catoid=32&navoid=7602#reporting

Frequently Asked Questions (FAQs)

Q1. Can I enroll as a part time student?
A1. This is a full time program. If you need to register as part-time because of personal or extenuating circumstances, you should consult with the COMHE Program Director.

Q2. Do I have an academic advisor in COMHE?
A2. Yes, The COMHE Program Director and other designated faculty will serve as program advisors for COMHE-related concerns. For the 2017-2018 Academic year the Program Director/Advisor is Prof. Philip Alcabes.

Q3. What do I do if I have problems registering?
*A3. If it is a COMHE class, check that you have the prerequisites and that the class is being offered. Also check if the registrar has a hold on your registration for financial or document submission reasons. If you still have trouble, contact Diane Brows or the Program Director by email (contact info. above) for help troubleshooting. In your email, **please include your full name, 8 digit CUNY EMPLID (also known as ID) number**, course number, and block message received.*

Q4. Can Medical Sociology (SOC301) also count as an elective?
A4. No. Medical Sociology (SOC301) is a required course and cannot also count as an elective.

Q5. How do I join the COMHE Student listserv?
A5. Please visit: http://cuny.edu/site/sph/hunter-college/campus-resources/listserv.html and click on COMHE-L to join. If you are having trouble or not receiving these emails, please contact Prof. Alcabes at palcabes@hunter.cuny.edu

Q6. Can I have a minor with the COMHE major?
A6. You are encouraged to primarily focus on the COMHE major requirements and Hunter core requirements. If you have room in your schedule (within 120 credits) to add a minor, you can meet with someone in Advising (see p. 22 above) to discuss declaring a minor.

Q7. Where can I learn more about COMHE?
A7. You will be added to the Listserv group entitled "COMHE_BS_Majors." This group has recent announcements posted, links to fieldwork opportunities, and more. To join the listserv, send a request to: https://hunter.listserv.cuny.edu/Scripts/wa-hc.exe?GETPW1