

NAME

Spring 2007 Sabbatical Request

Date Submitted: May 30, 2006

## **Section One: Purpose**

### Goal

I am requesting a sabbatical in order to complete the coursework and practicum requirement of the Master of Health Sector Management, Epidemiology (MHSM) degree program at Arizona State University.

I was accepted into the program during the Fall 2005 semester, after taking some initial coursework to “test” the program. The program is typically completed in a cohort format which provides for simultaneous completion of coursework and practicum experiences. Because this is a new program at ASU, small changes were made, necessitating those students in my cohort to take a heavy Spring 2007 course load in order to graduate on time.

### Objectives

My proposed sabbatical will provide an excellent opportunity for me to participate in intensive learning activities away from the worksite including:

- Full interaction with a diverse body of health management faculty and graduate students
- Participation in activities related to the program’s research centers, institutes, and seminars
- Full interaction with clinical researchers, clinical trial managers, and epidemiologists
- Completion of coursework and practicum requirements
- Application of theoretical concepts learned in the program during the practicum experience
- Improve my knowledge of the healthcare industry
- Improve existing skills as well develop new skills related to clinical research, program evaluation, and statistical analysis
- Develop critical industry contacts

The goal and related objectives are in alignment with the following MCCCCD values<sup>1</sup>:

- Community
- Excellence
- Innovation
- Learning

In addition, the purpose, goals, and objectives relate to my work at MCCCCD. As Director of XXXX, it is of critical importance that I continue my education in the health sciences and keep current with the latest research, techniques, and innovation in the field.

---

<sup>1</sup> MCCCCD values as amended by the Governing Board on December 13, 2005, Motion #9350.

Additionally, the Health Care Education department assists faculty and college administrators in developing partnerships with industry leaders throughout Maricopa County. Developing contacts with key industry personnel is very important to Maricopa's success in continuing to provide top notch health care programs.

## **Section Two: Execution of the Sabbatical**

### Spring 2007 Coursework

FIN 502: Managerial Finance  
MKT 502: Marketing Management  
ACC 502: Financial Accounting  
HSM 598: Applied Biostatistics  
HSM 598: Special Topics in Managerial Epidemiology  
HSM 580: Epidemiology Practicum

### Summer 2007 Coursework

HSM 580: Epidemiology Practicum

### Practicum Experience

The MSHM practicum experience will be completed at a health agency actively conducting randomized controlled clinical trials. The WP Carey School of Health Management and Policy will arrange the practicum details and the selected agency is not known at this time. Possible health industry agencies include: Barrow Neurological Institute, Medtronic, Orthologic, Scottsdale Healthcare, and the Veterans' Administration.

Completion of the coursework and practicum requirements will enable me to meet the goals and objectives of the sabbatical.

### Timeline

Coursework:

All coursework except the practicum credits (and related requirements) will be completed during the Spring 2007 semester. The practicum credits and related requirements (below) will be completed by June 30, 2007.

Practicum:

August 2006 – October 2006: I will work with MSHM Program Director to obtain placement at an appropriate health industry agency.

November 2006 – December 2006: I will work with the assigned health agency to choose an existing clinical trial or develop a research proposal for a new clinical trial.

January 2007 – February 2007: I will work with the health agency to finalize research proposal and/or clinical trial study protocol, ensure IRB process is followed and study approved, complete trial run-in phase (similar to pilot study), ensure feasibility of study,

develop training materials and manuals for study staff, and select appropriate statistical tests.

March 2007 – May 2007: I will manage an epidemiological research study (clinical trial), collect data, adjust research protocol as needed, participate on research review committees, and analyze interim data for adverse effects.

June 2007: I will perform statistical analyses, prepare final research report, submit required regulatory reports, complete any additional program practicum paperwork requirements, and explore option of publication in appropriate medical journals.

#### Note on Timeline

The MHSM track in Epidemiology requires a substantial commitment to the practicum experience. Clinical trials are a long and arduous process with significant regulatory requirements. Additionally, such trials cannot be successfully closed out without the necessary patient contact hours and related medical information. I plan to participate in the practicum experience from January 1 (clinical trials don't go on holiday) through June 30, 2007. As a result, I will not be able to complete the practicum without the full six months sabbatical.

### **Section Three: Expected Results**

#### Anticipated Professional Growth

Substantial professional growth is expected to occur as a result of the proposed sabbatical experience. Expected professional growth benefits include:

- Exposure to new ideas and learning experiences by fully utilizing university resources; and interacting with faculty and other graduate students in an academic environment
- Development of new skills and expertise in health related research as a result of extensive practicum experiences
- Development of industry relationships as a result of the practicum; such relationships may enable me to better assist college administrators and faculty in developing mutually beneficial partnerships with industry agencies
- Expanding the scope of professional resources available by interacting with faculty, graduate students, and health care agency professionals

#### Expected Benefits

My participation in the sabbatical activities (coursework and practicum) is expected to significantly enhance my depth and breadth of statistical and research skills and knowledge. In addition, completion of the business administration core courses (such as marketing and accounting) should improve my ability to work with industry leaders by increasing my understanding of essential business practices as they relate to the health care industry. Participation in these intense learning activities should directly enhance a range of skills critical to my current position, and both directly and indirectly benefit the Health Care Education department, Health Program faculty, Maricopa Community Colleges, and the students we serve.

## Deliverables

A grade of B or better will be submitted for each of my graduate courses. A grade of S (satisfactory completion) or better will be submitted for my practicum experience. All grades will be submitted after completion of the sabbatical.

## Note on Deliverables

I am aware that my sabbatical proposal is an ambitious undertaking but am certain that I am more than capable of completing the requirements. During the Fall 2005 semester, when I officially began the program, I worked full time at MCCC, took six graduate credit hours at ASU, and taught 5.4 load hours in Biology at MCC. During that time, I was successful in my research job, in my teaching, and in my coursework. If I am released from my work duties during the sabbatical period I will have no difficulty completing 18 graduate credit hours and the practicum requirements during the six months from January 1, 2007 to June 30, 2007. However, it will be impossible for me to complete these requirements and graduate on time without such a sabbatical.

## **Section Four: Estimated Costs**

While I am on sabbatical my position will be filled by interim assignment. *REPLACEMENT NAME*, currently Director of XXXX will be temporarily reassigned to my position. The XXXX Director position will not be backfilled during this time period. Therefore, funds will be needed only for the salary increase; no funding for statutory or other benefits will be required. Based on estimations made from the current 2005-2006 salary schedule and Governing Board approved changes for the 2006-2007 salary schedule, we estimate this interim assignment will cost no more than \$4000.00 for the full six months (10% increase for *REPLACEMENT NAME*).

## **Section Five: Supporting Documents**

Attached documents include the following:

- Acceptance letter to the program  
“Letter” is printout from ASU interactive website with current program info
- Letter of support from supervisor
- Program of Study<sup>2</sup>
- Program tentative approval by MSHM Program Director  
Email

---

<sup>2</sup> A formal Program of Study will be completed by the WP Carey School of Health Management and Policy in February 2007. The Program of Study attached to this proposal was completed in discussion with the MSHM Program Director, Dr Marjorie Baldwin and has been tentatively approved.