

ILE (Integrative Learning Experience) Agreement and Concept Form
Part I
ECU Department of Public Health

Instructions

Part I of the ILE (Integrative Learning Experience) Agreement and Concept Form must be completed and submitted to the Student Services Coordinator before the student registers for MPH 6991 (Professional Paper I) by following these steps.

1. It is the student's responsibility to discuss their professional paper topic with one or more faculty members, ask a faculty member and obtain their agreement to serve as their professional paper primary advisor. The student should then download this form from the Department of Public Health professional paper webpage at <https://public-health.ecu.edu/professional-paper/> and save it to their hard drive.
2. The student should complete the first page of this form and then review the Professional Paper Primary Advisor/Student Agreement with their primary advisor.
3. The student should sign the form, save the form (adding their last name to the name of the file), and email the form to their primary advisor.
4. The advisor should save the form that the student has completed, electronically sign the form, save it again, and email the completed form to Dr. Rashmita Basu, Professional Paper Coordinator at basur19@ecu.edu.

Semester and Year Starting MPH 6991 _____

Student's Name _____

Professional Paper Primary Advisor's Name _____

Primary Advisor's MPH 6991 section number _____

Student's Concentration

Community Health and Health Behavior

Epidemiology

Health Policy, Administration and Leadership

Professional Paper Primary Advisor/Student Agreement

This agreement outlines the collegial relationship between the faculty mentor and the student working collaboratively on the student's integrative learning experience project for the MPH program. It is intended to ensure the best possible experience for both the faculty member and the student. To help students decide on a primary advisor, a list of possible professional paper topics and faculty interests is available on the professional paper webpage at <https://public-health.ecu.edu/professional-paper/>.

After deciding on a primary advisor, the student and advisor should consult and mutually agree to:

1. Work collaboratively to identify and refine a pro paper topic that as closely as possible aligns with the professional expertise of the faculty member and the professional interests of the student
2. Ensure that the student views the 3 orientation to professional paper lectures on Panopto at <https://ecu.hosted.panopto.com/Panopto/Pages/Viewer.aspx?pid=8c7670b9-03ac-4351-994f-aef600eb49f9>
3. If IRB is required,
 - a. Submit the study protocol to the ECU IRB with the primary advisor or content advisor as the principal investigator and with all other persons involved in the project listed in appropriate roles
 - b. Collectively develop a strategy regarding the closeout of the study protocol with the IRB
4. Together review the Roles and Responsibilities section of the Professional Paper Guidelines, and if applicable the Role of the Content Advisor for Professional Paper (see Appendix to this document), and abide by them
5. Select at least four foundational competencies and one concentration competency that align with the student's educational and professional goals and their professional paper project
6. During the course of the experience, communicate regularly on the progress of the data collection, analysis, and development of the paper and poster
7. Agree in a timely manner on contents of the final products (paper and presentation documents) to complete the requirements of the MPH
8. Come to a mutual agreement on authorship assignment and venues for submission of manuscripts and abstracts to peer-reviewed journals and scientific/professional meetings
9. Collectively develop a strategy regarding the disposition of data collected during the study in alignment with IRB policy (e.g., destruction of paper copies of data collection instruments).

Student Signature _____

Date _____

Professional Paper Primary Advisor Signature _____

Date _____