

**ASPH/CDC Project
Training Curriculum Work Group**

Thursday, November 6, 2003 – 2:00pm-3:30pm Eastern
Call Notes

Representatives on this call: Renee Bayer, Diane Calleson, Kari Hartwig, Jen Kauper-Brown, Yvonne Lewis, Robert McGranaghan, Gary Tang, Sharrice White

Notes: Please send any additions, questions, or corrections to these notes to Jen at:
jenbr@u.washington.edu

Goals for the call:

- Review and agree upon work group objectives for Year 2
- Discuss the components of Module 1
- Discuss timeline of assignments and plans for future calls

Topic 1: Overview and Introductions

The statement of the training curriculum work group objectives and available resources from the Year 2 Proposal were reviewed, as well as notes from prior all-group conference calls relevant to the work of this work group. The group clarified that the modules will be relevant for community-institutional partnerships including those between CBOs and academic institutions, health departments and/or hospitals.

The group expressed concern that there were two new books and other resources which are currently addressing the proposed topic of Module 2 (CBPR Methods). The group discussed the possibility of changing the focus of Module 2. Given conversations in the all-group conference calls, a high priority topic would be a training module on community-institutional partnerships for prevention research that is geared to funders and peer reviewers. The specific focus needs to be defined by the group, but may include topics like "how to assess community partnerships in prevention research proposals" and "how to recruit and prepare non-academics to be prevention research proposal peer reviewers." This topic would also more closely relate to and potentially benefit from the objectives of the Policy Work Group. It was noted that the Policy Work Group is set to meet with the Interagency Working Group in late January.

Note: Clarification from project materials indicated that the end of the Project Year 2 is September 30, 2004.

Action: Jen and Sarena will confer with Lynda Anderson about the possibility of Module 2. **Note:** Subsequent to the call, Lynda signed off on the idea of changing the topic of Module 2.

Topic 2: Components of Module 1

The group agreed that the content of Module 1 should cover the 'nuts and bolts' of CBPR. In thinking about the possible topical areas which should be covered in this module, the work group members spent some time brainstorming and identifying existing training and curricular resources that should be considered. Suggestions included:

- Publications and training materials from URCs/PRCs
- Resources from Adele about partnerships involving those outside of academia. Group members also noted that it may be useful to have some sections or materials of the module that specifically addressed the circumstances and factors unique to each partner (CBOs, faculty, health depts., etc.)
- CBPR curricula
- Topics recommended in the Year 1 Final report including issues of culture and race

Members agreed to review relevant materials and abstract appropriate concepts to form a 'laundry list' of topic which will be covered in Module 1.

Work group members briefly discussed appropriate audiences for Module 1. The module should be appropriate for individual and collective training, including partnerships who may undertake the training together. The group brainstormed some possible venues for pre-testing of the modules. APHA and CCPH

conferences were ruled out due to the timing. A 2 day conference of the Institute of Community Research in June in Hartford, CT was suggested as a possibility.

The group discussed the possible format of the module. Considerations included:

- A stand-alone document vs. a guide for a trainer
- Web-based or web component

The group agreed to review the Healthy People 2010 Curriculum Planning Guide to evaluate possible ideas for the curriculum format and content to be discussed during the next call.

Action: All work group members will send possible content areas for the training curriculum to Jen by **November 24th**. **Robert** will send out an email to the full group asking for suggestions of sources/resources of content areas for the module 1 curriculum. **Jen** will compile these contributions, along with topics from the Year 1 Final report recommendations, and distribute to the work group in advance of the next call. **Kari** will check in with the organizers of the Hartford conference about the possibility of time at the conference to pilot test the curriculum. **All work group members** will also review the Healthy People 2010 Curriculum Planning Guide to evaluate possible ideas for the curriculum format and content.

Topic 3: Work group timeline and plans for future calls

There was some group discussion and concern about the compressed timeline for completing both training modules. Members suggested the possibility of splitting the group into two groups with each focusing on one of the modules.

Note: Following the call, it was suggested that it may make more sense for the group to stay as a whole. While the group members have extensive knowledge about the content and audience needs for Module 1. The newly proposed topics of Module 2 will necessitate some further input and direction from outside parties including the Interagency Working Group. Since the policy work group will not be meeting with the IWG until late January, it was suggested that the Training Curriculum Work Group continue as one group and concentrate it's efforts over the next few months on completing a chunk of the work for Module 1. When more input is available for Module 2, the work group can transition to working on Module 2 in February.

Next call: **Tuesday, December 2, 2003 at 10 AM Eastern**