

**SUBMITTED BY: STEPHEN M. LANIER, PH.D., VICE PRESIDENT FOR RESEARCH**

**UNIVERSITY SUBCONTRACT FROM A SOCIETY FOR PUBLIC HEALTH EDUCATION  
THAT A COLLEGE OF EDUCATION FACULTY MEMBER  
IS A BOARD MEMBER OF**

**RECOMMENDATION**

The Administration recommends the Board of Governors authorize the President or his designee to contract with *Society for Public Health Education (SOPHE)* to conduct a process evaluation of the SOPHE/CDC 2021 Institute for Higher Education Academy. This evaluation will assist in strengthening and modifying curricula to include CDC Health Schools Branch resources and best practices.

**BACKGROUND**

Rachael Dombrowski, Ph.D., assistant professor of Community Health Education in the College of Education, is a board member of the Society for Public Health Education (SOPHE), a non-profit, independent professional association. Dr. Dombrowski's research focuses on health promotion and health education, access to healthy foods, health inequity, childhood obesity and community based participatory research. The funding received from the Society for Public Health Education will support the grant "SOPHE School Health Initiative." Wayne State University will receive \$17,000 for this project.

Dr. Dombrowski serves on the SOPHE Board of Trustees (BOT) in a voluntary capacity as Secretary. She has held this position since March of 2020 and will cease this position in March of 2022. Dr. Dombrowski is not a paid member of the SOPHE board and will not draw any compensation from the SOPHE contract with Wayne State University. Her effort will be supported by the College of Education. Dr. Dombrowski also serves as a consultant for SOPHE separately from the contract with WSU and this consultancy has been reported to Wayne State in accordance with university policy.

Major milestones for this project include the following:

- Convening a School Health Think Tank for three years.
- Planning, developing and hosting a Virtual Institute for Higher Education Academy for 12 school health education teacher preparation programs in May 2021.
- Creating and publishing the [School Health Education Teacher Preparation Model Guidance](#) on the SOPHE School Health webpage.
- Creating and publishing the [Model Toolkit for K-12 School Health Educators](#) on the SOPHE School Health webpage.
- Conducting and publishing an [environmental scan](#) on the quality of school health education teacher preparation program curricula.

- Assisting SOPHE in submitting and successfully receiving supplemental funding to address school employee wellness in K-12 schools across the country.

SOPHE selected Dr. Dombrowski and Wayne State University to complete the work because this is her third year working with SOPHE on the national School Health Project and she has expertise in school health education both within K-12 settings and in higher education. She submitted a first paper for publication on the subject in November 2021 and published a report on the quality of Health Education Teacher Preparation program curricula on the SOPHE website in 2020. Additional publications of the evaluation of the Institute for Higher Education Academy and technical assistance opportunities provided to Higher Education and K-12 school health educators will be developed and published in high impact journals over the next year.

Michigan Conflict of Interest law requires specific sunshine procedures in order for a University employee, or a company owned by a University employee, to contract directly or indirectly with the University:

- (A) The employee must disclose any pecuniary interest in the contract to the Board and the disclosure must be made a matter of record in the Board's proceedings.
- (B) The contract must be approved by a vote of not less than two-thirds of the full membership of the Board in open session.
- (C) The Board's minutes must report:
  - (i) The name of each party involved in the contract.
  - (ii) The terms of the contract, including duration, financial consideration between the parties, facilities or services of the public entity included in the contract, and the nature and degree of assignment of employees of the public entity for fulfillment of the contract.
  - (iii) The nature of any pecuniary interest.

If the Board approves this Recommendation, the minutes will report as follows:

The Board of Governors authorized the President, or his designee, to enter into a contract with SOPHE totaling \$17,000 to Wayne State University.

- i. The parties involved in the contract are Wayne State University and the Society for Public Health Education.
- ii. The contract will provide:
  - a. Scope: Process evaluation services to the Society for Public Health Education by Dr. Rachael Dombrowski in the Department of Community Health Education in the College of Education to the SOPHE/CDC 2021 Institute for Higher Education Academy participants. Dr. Dombrowski will oversee development of mini-grant criteria and evaluation of participants applying and receiving mini-grants. She will provide a written final report on evaluation findings and mini-grant outcomes on or before July 15, 2022. She will participate in biweekly SOPHE CDC School Health Team conference calls and monthly conference calls with SOPHE's technical monitor and SOPHE's project officer. She will hire and manage any Wayne State staff or other assistants who may be needed to complete the deliverables.
  - b. Term: The contract will have a term of one year from August 1, 2021 to July 31, 2022.
  - c. Financial Consideration: The contract to Wayne State University will total \$17,000.
- iii. Dr. Dombrowski does not have pecuniary interest in the Society for Public Health Education. She will receive a monthly consulting fee from the Society for a defined period of time.