

Report outline of the April workshop

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1. Overall achievement of the workshop

The workshop was held over three days followed by a research supervisors workshop at the Wits School of Public Health.. The objectives were to:

- i. Discuss academic collaboration between Wits SPH and DSS sites
- ii. Define roles and responsibilities of Wits SPH and DSS sites
- iii. Plan the field attachment including review of learning outcomes
- iv. Identify student projects and initiate discussion between students and site supervisors
- v. Familiarise DSS site co-ordinators with supervisory and research project processes at Wits Medical School

Through discussions and presentations these were achieved, as reflected by the following workshop outcomes:

- A set of roles and responsibilities of Wits SPH and DSS sites were defined
- A draft MOU between Wits and DSS sites was discussed and amendments suggested
- Students were allocated to sites and projects were identified
- Field attachment plan was drafted
- Supervisor training as part of the SPH supervisors workshop was undertaken

2. The process for identification of research topics and allocation of site supervisors

The identification of research topics and allocation of sites/site supervisors took place simultaneously during three sessions over the three days, as follows:

Day 1: Students' research interests, from previous discussions, were presented and site representatives discussed possible projects that could match these interests. These were then presented to the students who submitted their preferences for site allocation and proposed research projects

Day 2: Students were allocated to sites and met with site supervisors to discuss projects further. Students spent the day preparing a presentation outlining their research topic and related objectives

Day 3: Students presented their research project outline, including objectives and methods and received feedback from the School staff and site supervisors

3. The academic collaboration between the School of Public Health and the Demographic Surveillance Systems sites (DSS)

The workshop had formalized the collaboration between the School and three learning DSS sites.

3.1. Wits Honorary staff

Wits will appoint the DSS site supervisors as Honorary staff (lecturer/senior lecturer in the School of Public Health) in the School of Public Health. The academic coordinator will explore access to Wits library through the internet by DSS site supervisors. The MSc course administrator will assist DSS site supervisors in accessing journal articles from the Wits Health Sciences library using scanning and e-mail for the purposes of the field attachment

3.2. Collaboration agreement

The legal office of Wits drafted the contract agreement between the University of the Witwatersrand and the DSS sites, which was discussed and revised in the workshop. The revised draft will be distributed for further comments by the end of April. The final version of the contract will be ready for signing off by the Wits representative and the three learning DSS site leaders at the INDEPTH's annual general meeting in May 2005.

4. Roles and responsibilities of DSS sites

It was agreed that the collaborating team of DSS site consists of:

1. Site leader
2. Site co-ordinator
3. Site research project supervisor

The representatives of three DSS sites were appointed as DSS coordinators of the INDEPTH Leadership Programme of Masters course. From Navrongo and Ifakara sites, the site coordinator and site supervisor are the same people. The DSS site leaders will oversee the whole INDEPTH Leadership programme of Masters Course. The site co-ordinators are responsible for coordinating and overseeing the Field Attachment component of the Masters course and liaising with the SPH. S/he will also ensure that students are familiar with the code of conduct while working at site and the ethical guideline for "community entry" in relation with study communities. The DSS site supervisor will supervise students for the research project which is the requirement for partial fulfillment of the Masters degree as well as mentor students for development of leadership and managerial skills (see table of learning outcomes of field attachment).

Table: the list of DSS site coordinators and supervisors for the MSc course of 2005-2006

Learning DSS site	DSS site coordinator	DSS site supervisor
Ifakara Health Research and Development Centre (IHRDC) http://www.ihrdc.org	Dr Rose Nathan Lema	Dr Rose Nathan Lema
Navrongo Health Research Centre (NHRC) http://www.navrongo.org	Dr Cornelius Debpuur	Dr Cornelius Debpuur
Africa Centre Demographic Information System (ACDIS) Africa Centre for Population Studies and Reproductive Health http://www.africacentre.org.za	Ms Caterina Hill	Dr Kobus Herbst

4.1. Cost of field attachment

The three DSS sites raised a question about the travel cost of students from home DSS to the learning DSS site. Each site has already received one year funding from INDEPTH which will cover the expenditure of students at the learning DSS site. The funding from INDEPTH is on-going for three years. Each site coordinator will look at how their budget was computed and what items were included. The expenditure of students will differ for different DSS sites e.g. there will be a local travel cost at the Africa Centre as the student's accommodation is not going to be at the Centre.

4.2. IRB process of DSS sites for student's research protocol

It is necessary for the students to submit their research protocol for approval to the IRB committee of the DSS. Students send their research protocol in June to the respective committees and the DSS site supervisors will take the process forward at their DSS sites. The research protocols will also be submitted to the Wits Human Research Ethics Committee (Medical) on 8 August 2005.

4.3. Bi-directional quality assurance process

Both the School and DSS sites agreed to conduct the bi-directional monitoring process of field attachment programme. The School will initiate and develop assessment tools for the field attachment and distribute to the three learning DSS sites through email for modification. This will take place in the later part of 2005.

4.4. Publication of student's research

The DSS site supervisors agreed to facilitate the process of writing a journal-ready manuscript with a proposed publication plan during the last weeks of the field attachment.. The finalization of the script and submission of the final version of the manuscript will take place after the six month field attachment.

5. Field attachment plan

There are two components –

1. site supervision of student research projects
2. mentoring of students in leadership and management skills required by DSS sites.

5.1. Supervision of student's research

DSS site supervisors will supervise the student and refer to the School of Public Health supervisors guidelines and research co-ordinator for specific guidance required. and its guideline and the time line of Wits Research Timetable. Co-supervision will be provided by the co-supervisors based at the Wits School of Public Health. The co-supervisor will support students in writing and submitting research protocol to the Faculty Post Graduate Committee and Wits Human Science Ethics Committee for scientific and ethical review respectively..

5.2. Mentoring for leadership and managerial skills

The group developed generic activities at the DSS for leadership and managerial skills enhancement. Each DSS site will identify site-specific activities and assign students for each learning outcome. (refer to table) The group noted that as the first year, this component will be a test-run and will document lessons learnt which will inform on-going modification of the programme. The value of having more than one learning DSS site was discussed.

Future plan

There were discussions on

- how many students can each DSS site absorb for each academic year?
- should we have more learning DSS sites for future programme?

5.3. Time allocation for each component of Field Attachment:

Time frame: January to May 2006

Total weeks: 21 weeks

Time allocation: Supervision of student's research = 50%
Mentoring for leadership and managerial skills = 50%

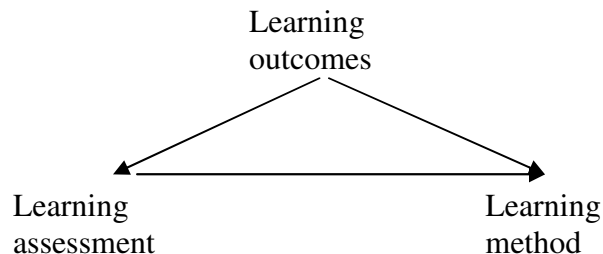
6. Assessment of the field attachment programme

There will be two kinds of assessment:

1. formative assessment during the field attachment
2. summative assessment at the end of field attachment

6.1. The framework for the assessment:

By the end of the field attachment the students will achieve the learning outcomes identified and agreed by the group. Students will reflect on the coursework modules which correspond with the practical work at DSS sites. The modules relevant to each learning outcome were defined as prior skills and knowledge provided at Wits. (see table of 6.2.). The site-specific activities for achieving each learning outcome and the method of assessment were also defined.



6. Table showing lists of generic and site-specific activities to achieve learning outcomes, matching with prior knowledge and skills provided at Wits and the assessment tools of learning outcomes.

Learning outcome	Generic and core activity where achieved	Prior skills training at Wits	Assessment tools	Site specific details activities (for planning 2005)
1. to identify critical biomedical and public health areas and research questions	<ul style="list-style-type: none"> research project protocol database review task to formulate questions and identify potential funders 	<ul style="list-style-type: none"> protocol development module 	<ul style="list-style-type: none"> research protocol task 	<ul style="list-style-type: none"> <i>Each DSS site will add site specific activities</i>
2. to produce quality research proposals and protocols	<ul style="list-style-type: none"> research project protocol 	<ul style="list-style-type: none"> protocol development module 	<ul style="list-style-type: none"> research protocol 	<ul style="list-style-type: none"> N/A
3. to critically assess the research literature	<ul style="list-style-type: none"> research project protocol and report 	<ul style="list-style-type: none"> protocol development module 	<ul style="list-style-type: none"> research report 	<ul style="list-style-type: none"> N/A
4. to use demographic techniques -. mortality, fertility and migration in DSS sites	<ul style="list-style-type: none"> intermediate demographic concepts module assignment using DSS site data 	<ul style="list-style-type: none"> introduction to demographic methods module intermediate demographic concepts module 	<ul style="list-style-type: none"> assignment 	<ul style="list-style-type: none"> Clifford Odimegwu to liaise with sites
5. to relate research findings to policy and interventions	<ul style="list-style-type: none"> research to policy task research project attendance at meeting of policy makers 	<ul style="list-style-type: none"> advanced leadership seminars (Lucy Gilson) 	<ul style="list-style-type: none"> IDEAS policy brief based on prior/current work in the site reviewing existing successful research to policy examples plan for informing policy makers on new research findings 	<ul style="list-style-type: none"> <i>Each DSS site will add site specific activities</i>
6. to prepare one publication in a journal format to be ready for peer review	<ul style="list-style-type: none"> prepare outline of journal article with site supervisor 	<ul style="list-style-type: none"> one hour session on writing for publication (Prof Lenore Manderson) a half day seminar orientation module 	<ul style="list-style-type: none"> submit an acceptable draft to both supervisors 	<ul style="list-style-type: none"> N/A

		<ul style="list-style-type: none"> • module assignments • feedback from supervisors • consult Writing Centre 		
7. to critically appraise areas of managerial function of DSS sites	<ul style="list-style-type: none"> • short term attachments to each functional area of the site and feedback presentation 	<ul style="list-style-type: none"> • applied field epidemiology module • management theory and practice module • project management module 	<ul style="list-style-type: none"> • short report with recommendation s/implementation plan 	<ul style="list-style-type: none"> • <i>Each DSS site will add site specific activities</i>
8. to demonstrate scientific and managerial leadership	<ul style="list-style-type: none"> • scientific and managerial presentations at sites • preparation of research report and journal article • to present their research protocol and findings to scientific groups, health services and communities • chairing meeting, taking minutes, • organizing social event (budget development, fundraising, evaluation) • participate in supervision process • shadowing • weekly reflection with site co-ordinator • quality assessment • convene a meeting programme e.g. journal club 	<ul style="list-style-type: none"> • management theory and practice module • advanced leadership seminars 	<ul style="list-style-type: none"> • formative assessment tool 	<ul style="list-style-type: none"> • <i>Each DSS site will add site specific activities</i>

7. Wit Edge news clip
(to insert)

8. Other activities

Tour to Wits Main Campus

We took the DSS supervisors on a tour to Wits Main Campus where we visited the Bernard Price museum of paleontology which is situated on the East Campus. The museum houses a collection of fossils collected from our World Heritage Site, the Cradle of Humankind and displays pictures and collection of material that shows various stages of human evolution from the ape, stone age to the modern age. The tour proceeded to other parts of the East Campus, we walked pass the popular Great Hall which hosts all the prestigious and major events of the University, such as the graduation ceremonies, installation of the Vice Chancellors etc. The tour included a view of Wits Main libraries:- the William Cullum and Wartenwailer library. William Cullum library houses all the archived material such the Governments publications, a variety of African literature and historical paper collections. The tour would not have been complete if we did not visit the *MATRIX* which is the “hang out” spot. The Matrix has a variety of facilities such as the banks, Campus Health Wellness Centre, SRC and Students Associations offices, Food court, Internet café, etc. We walked through Residence Street which has varies on-campus residences. The tour proceeded pass the sports fields, Olympic size swimming pool and the Planetarium to the West Campus. On the West Campus we visited the Law School and had a view of the West campus Village where the five Field Epidemiology students reside. To wrap up the day we dined in Moyo Restaurant at Melrose Arch, which has a distinct African theme.

Meetings with senior University staff

On 13.04.05, our guests met with the Dean of Health Sciences Faculty, Prof Max Price, who expressed interest and enthusiasm for the new Programme. . We proceeded to have lunch with Prof Thandwa Mthembu who is the Vice Principal of the University who welcomed the DSS site representatives indicating support for the partnerships.