



**College of Public Health
Education Committee**

Date: 10/4/2017 **Time:** 12:00 **Location:** Dean's Conference Room

MINUTES

Primary Members Present: Steve Mlynarek, Chair (EOH), Janice Zgibor (EPB), Karen Liller (CFH), Jaime Corvin (GH), Makut Matawal (for Alison Oberne) (UG)

Education Work Group Members Present: Ismael Hoare (GLH), Jacqueline Wiltshire (HPM)

ETA Work Group Members Present: Rene Salazar (EOH)

Administration Staff Present: Kay Perrin, Melanie Wicinski, Dave Hogeboom, Tara Greer

Student Members Present: None

Guests Present: Deb Cragun, Somer Burke

The meeting was called to order at 12:00 pm. Unless otherwise noted, all votes were unanimous.

1. Approval of the Minutes from the Meeting of **8/2/17 and 9/6/17**

Motion to approve 8/2/17 and 9/6/17: (Approved)

2. General Discussion Items (Mlynarek / Perrin)

- Vice Dean search (Mlynarek)
The Vice Dean search is still in process. Dr. Perrin indicated that, to her knowledge, no offer had been made. The committee discussed the need to be informed of decisions regarding hiring and restructuring that might impact committee responsibilities, including educational and curriculum, and CEPH reporting.
- Curriculum forms (Greer)
Items are being returned by Grad Council. Policy has changed and now the "Concurrence" box must be signed by the Chair. Tara also noted that proposers cannot make comments at all. She also indicated if there is an issue the form is returned to the Graduate Council rather than to her. If resubmitting, please email Tara.

3. Continuing Items (Mlynarek)

- Course Content Quality Review (Mlynarek)
Dr. Mlynarek thanked those who were willing to be a part of the pilot. Dr. Liller stated that the Curriculum Committee had expressed concern that the form appeared to be a syllabus review rather than a course review. Dr. Mlynarek explained that this is Part I, which is a syllabus review. Part II will include a quality review of the entire course, focusing on objectives, weekly content, assessments, evaluations, etc. to be developed Dr. Wicinski will

be designing a draft of Part II. Dr. Mlynarek will conduct an initial review of it and then present it to the Education Committee.

- College Wide
New Courses (approved previous month with changes, presenting changes)
 - PHC 6946 Applied Practice Experiences (Wicinski)
Dr. Wicinski presented the syllabus for this course. The items that were addressed from the last Education Committee meeting were:
 - *Removed grading related to submitting more products than two*
 - *With help from Dr. Pruitt, simplified the Summary portion with Instructor and Student responsibilities*
 - *Changed grading scale (40 pts for each product and 20 points for Exit Interview)*
 - *New rubrics which focused on quality and tied to Bloom's taxonomy.**This meeting's requests:*
 - *The committee asked that additional boxes be added to the Competency list for competencies that are met, but are not to be graded.*

Motion to accept with changes: (Approved)

- PHC 6950 Integrated Learning Experience (Wicinski)
Dr. Wicinski presented the syllabus for this course. The items that were addressed from the last Education Committee meeting were:
 - *Simplified Summary*
 - *Changed grading scale (48 pts for ILE draft, 52 for Final ILE paper)*
 - *New rubrics which focused on quality and tied to Bloom's taxonomy.*
 - *Combined Foundational and Concentration Competencies on Competency rubric, but created a new column to delineate which were Foundational and Concentration competencies.**This meeting's requests:*
 - *Correct a typo (APE to ILE in one section)*
 - *Add an explanation in the Summary that at least one competency must be selected from each of the Foundational or Concentration Competencies.*
 - *Change wording related to Field Experience to indicate that students that have completed a field experience may choose to write a research-based paper about that experience.*

Motion to accept with changes: (Approved)

4. Reports from Work Groups

- Education Work Group (Jaward)
None
- Education Technology and Assessment Work Group (Srinivasan)
None

5. Discussion and Action Regarding

- Field Experience statement (Mlynarek)

The following statement was proposed:

“Due to the fact that field experience has long been a critical and essential component of the MPH curriculum in the College of Public Health, the College Education Committee strongly recommends that field experience be a required component of the Applied Practice Experience (APE) course. However, if students wish to participate in a field experience in a semester other than when the APE is taken, they should enroll in at least one semester (can have varying credit hours) of a separate field experience course which could be used as an elective in their program. Therefore, students will participate in a field experience either through the APE course or as a separate elective course..”

A motion was made to accept with the current wording and to present the request to the Dean: (Approved)

- Course Discontinuations (Mlynarek)
 - DIE 3310 Community Nutrition
 - HUN 3403 Nutrition through the Life Cycle
 - HSC 3541 Human Structure and Function
 - PHC 3721 Research Methods in Environmental and Occupational Health

 - HUN 3932 Selected Topics in Nutrition
 - FOS 4041 Food Quality and Composition
 - PHC 4109 Public Health Biology
 - HSC 4134 Prevention of Mental Illness
 - PHC 4252 Int'l Post-disaster Recovery: Peacekeeping
 - PHC 4253 Int Hum Crisis: Gender and Health
 - PHC 4406 Pop Culture, Vices and Epidemiology
 - PHC 4406 Pop Culture
 - PHC 4542 Stress, health, and College Life
 - PHC 4592 Public Health Genetics
 - PHC 6016 Epidemiology Methods III
 - PHC 6074 Epidemiology of Diseases of Major Public Health Import.
 - PHC 6301 Water Pollution and Treatment
 - PHC 6306 Radiation Health Principles
 - PHC 6350 Occupational Toxicology and Risk Assessment
 - PHC 6359 Xenobiotic Metabolism in Environmental/Occupational Health

 - PHC 6367 Control Aspects of Industrial Hygiene
 - PHC 6370 Biological and Surface Monitoring
 - PHC 6371 Air Dispersion Modeling for Regulatory Compliance
 - PHC 6400 Maltreated Children and their Families
 - PHC 6418 PH and Aging
 - PHC 6419 Global Issues in Community and Family Health
 - PHC 6422 Environmental Health Law
 - PHC 6441 Social Determinants of Health
 - PHC 6508 Case Studies in Health Education
 - PHC 6518 Eco Health & the Ecology of Tropical Infectious Diseases
 - PHC 6520 Food borne Diseases
 - PHC 6536 Population and Community Health
 - PHC 6548 Grant Writing in Mental Health
 - PHC 6549 HIV and Mental Health

- HSC 6557 Pathobiology of Human Disease II
- PHC 6580 Prevention and Control of Unintentional Injuries
- PHC 6590 Reproductive Health Trends and Issues
- NGR 6650 Occupational Health Nursing I
- NGR 6651 Occupational Health Nursing II
- PHC 6700 Research Methods in Epidemiology
- PHC 6712 Air Pollution Research Seminar
- PHC 6762 Public Health Topics in Global Sustainability
- PHC 6931 Advanced Seminar in Social & Behavioral Sciences Applied to Health
- PHC 6974 Social Marketing Capstone
- HSC 7009 Accreditation and Licensure of Health Care Organizations
- PHC 7015 Epidemiologic Study Design and Protocol Development
- PHC 7017 Epi Methods V
- PHC 7039 Critical Thinking
- PHC 7054 Adv Biostat Methods
- HSC 7260 Professional Foundations II: Teaching Methods
- HSC 7267 Professional Foundations I: Becoming a Doctoral Student
- PHC 7417 Family Systems and Public Health
- PHC 7709 Case Studies in Quantitative Analysis of Public Health
- PHC 7727 Implement & Mgmt of epi studies

Dr. Hoare mentioned that it was unclear to what department some courses belonged. If a course is listed in the wrong department, please report it to Dave or Tara.

A motion to approve discontinuing all listed courses was made: (Approved)

- EOH
Concentration Changes (Mlynarek)
 - MPH Environmental Health to Environmental and Occupational Health
 - MSPH Environmental Health to Environmental and Occupational Health

Dr. Mlynarek explained that the only changes were the concentration names.

A motion was made to accept the change as presented: (Approved)

- GLH
Concentration change (Cragun)
 - MSPH Bioinformatics to MSPH Genomics

Dr. Cragun presented the changes being made:

- *Change of concentration name (too similar to degree in MCOM)*
- *New plan of study to include more genomics training*
- *Program would serve those who do not make it into genetic counseling program (cap in genetic counseling program is currently at 4)*
- *Will not contain clinical rotation and those who complete it will not be able to sit for the Board Exam*
- *It is not a path to becoming a genetic counselor*
- *Careers where this concentration might be valuable: Labs, analyst, genetic liaison.*

The committee was concerned with ensuring that all students who commit to this program fully understand that this concentration is not a path to becoming a genetic counselor. Dr. Cragun stated that this point would be stressed on all materials.

*Motion to approve the new concentration name and plan of study was made:
(Approved)*

- New Course (Cragun)
 - Applied Clinical Genetics

Dr. Cragun presented the new course (PHC 6609), which is to be taught in Spring 2018 in a face-to-face format. She explained that it was originally presented by MCOM, but it was not fully approved through the Graduate Council. She explained that it will be a required course for Genetic Counseling and an elective for the concentration in Genomics.

The committee requested the following changes to the syllabus:

- *Change course description to the one used for the State of Florida*
- *Decrease the number of objectives. Dr. Cragun indicated that some of the objectives were included in error, but that there would be more than typical (approximately 10 in total) as the specific accreditor for Genetic Counseling required that all competencies through that agency be addressed in an objective.*

Motion to approve with changes: (Approved)

6. Non-substantive Changes Approved

- *None were presented at this meeting.*

7. New Business

- Cheating (Corvin / Zgibor)

Drs. Corvin and Zgibor presented findings on the pilot study, in which students were required to pass a quiz in Lesson 0 of the TMPH courses. In this pilot, students were required to watch 3 videos (each about 10 minutes long) and take a quiz consisting of 20 multiple choice questions. Students had 4 chances to pass. Successful completion of this task was necessary to open the remainder of the course. Dr. Corvin explained that issues existed with students who were unable to pass the quiz after the 4th attempt. Dr. Mlynarek suggested adding a step for those who do not successfully complete this process. He also asked that all Education Committee members receive a link that would allow them to view the videos and take the quiz. Dr. Corvin said she would be responsible for contacting ETA to determine how to achieve this.

Drs. Corvin and Zgibor stated that overall the plagiarism module had reduced the number of issues from the students who had completed it. The committee discussed adding this quiz to all courses (face-to-face and online).

Dr. Mlynarek indicated he would add including the module to every course (online and face-to-face) as an action item for the next meeting.

- Archivum – registration, advising, approvals (Mlynarek)
Dr. Mlynarek expressed concern that students are able to drop or register for courses without approval. The committee discussed various options, but concluded that the current system was the best method at this time.

8. Adjournment 1:30

Notes compiled by: Melanie Wicinski