

# Minutes

## Academic Programs and Curriculum Committee

### College of Public Health

#### Meeting of May 10, 2005

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**PRESENT:** E. Daley, E. Pracht, H. Kay, S. Mlyarnek, J. Mortimer

1. The minutes from the meeting on 4/12/05 were approved.
2. Drs. Kay Perrin and Suzanne Perry-Casler provided an overview of a document that had previously been circulated to committee members proposing a General Minor in Public Health. This was followed by discussion by committee members with Drs. Perrin and Perry-Casler.
  - a. It was noted that many of the Departmental courses have the same number (4933), consistent with the fact that they are new. Dr. Perrin stressed the need for distinct numbers for the courses. Dr. Mortimer noted that the course syllabi should be reviewed after the third time they are taught. The issue of who should be responsible for this review was raised. Ultimately, it is the committee, but the large number of courses to be reviewed would increase committee workload considerably. It was suggested that a council be established to monitor the curriculum and that this council or an equivalent subcommittee report to the Academic Programs and Curriculum Committee.
  - b. Discussion of the proposed minor focused on the name (GMPH for “General Public Health Minor” was felt to be confusing because of the last 3 letters), the number and nature of required courses to be taken, pre-requisites for the courses in the program and the impact of an expanded undergraduate program on the graduate programs and departments. If the projections provided with the document are realized, it is likely that both additional office space and faculty will be needed.

- c. The committee voted to approve the General Public Health Minor with the following three modifications: (1) a signed letter from the Chair of HPM indicating her support of the minor, (2) that the list of required courses include at least one departmental course, and (3) that an undergraduate curriculum subcommittee be appointed consisting of at least one faculty member from each department and a representative of the Deans' office. This subcommittee would report to the Academic Programs and Curriculum Committee.
3. Dr. Rony Francois presented a proposal for a Generalist Certificate in Public Health to be awarded following completion of the five core courses. This certificate would target health care providers in the community. Concern was raised that the admission of additional students who were not adequately prepared for the core courses may lead to increased faculty burden. The committee voted unanimously to approve the Generalist Certificate for one year duration (beginning after acceptance of the proposal by the Graduate Council), as long as transcripts are collected from all applicants and a thorough review is conducted of the program at the end of the first year.
4. The meeting was adjourned at 12 noon.